



EMERGING LIVER ADVANCED PRACTICE PROVIDERS PROGRAM 2024 REQUEST FOR APPLICATIONS

Issued March 1, 2024

AASLD Foundation’s Mission:

The American Association for the Study of Liver Diseases (AASLD) Foundation invests in innovative hepatology research and in the people who study and treat liver disease.

Grant Overview:

The purpose of the Emerging Liver Advanced Practice Provider (APP) program is to increase the number of APPs trained to provide specialized care for liver disease patients. This program brings early career advanced practice providers (APPs) to the premiere scientific meeting in hepatology and advances their knowledge of liver diseases through educational programming, professional development activities led by leaders in the field, and networking with hepatology key opinion leaders (KOLs) and peers from around the globe.

Who Can Apply: Early-career and new-to-liver APPs, Graduate students in accredited APP degree programs

Type: Travel/Career Development

Award Term: July 1, 2024 – June 30, 2026 (2 Years)

The application deadline for this award is **11:59 pm Eastern time, April 30, 2024**. Applications received after the deadline will not be reviewed.

Key Dates:

RFA Posted	Mar 1, 2024
Application Portal Opens	Mar 1, 2024
Application Deadline	Apr 30, 2024
Peer Review	May, 2024
Earliest Notification Date	Jun 15, 2024
Earliest Funding Start Date	Jul 1, 2024
The Liver Meeting 2024 (San Diego, CA)	Nov 15-19, 2024
The Liver Meeting 2025 (Washington, DC)	Nov 7-11, 2025

Program Overview:

The Emerging Liver APP program combines ongoing virtual engagement and development activities that are designed to help participants learn to independently care for patients with liver disease, develop leadership skills, encourage critical thinking, and promote effective communication with all members of the healthcare team.

During their two-year award term, Emerging Liver APPs will be required to participate in the following activities:

1. Conferences and Events

- The Liver Meeting 2024 and 2025 – Emerging Liver APPs will receive two fully sponsored trips to attend The Liver Meeting in person, including rail/airfare/mileage, 5 nights lodging, registration, and a stipend for meals/incidentals.
- Standing Monthly Virtual Meetings – Participants will attend monthly 1-hour virtual meetings with their cohort to discuss clinical topics in hepatology and professional development geared towards excelling as an APP leader.

2. Self-Directed and Team Learning Activities

- Fundamentals of Liver Disease - Emerging Liver APPs will complete all active units of AASLD’s Fundamentals of Liver Disease online curriculum.
- Webinars - Participants will attend a minimum of 3 AASLD webinars commensurate with the competencies of the Foundation’s Clinical Hepatology Curriculum for Advanced Practice Providers.
- Journal Club - Participants will collaborate in a monthly journal club to critically evaluate articles published in AASLD journals.

3. Mentoring

- Ongoing Mentor Meetings - Participants will be expected to meet with their program mentor at minimum every other month (6 times per year, 12 times total). *Note: applicants are not required to identify a mentor during the application process. If a successful applicant does not have a mentor, they will be matched with an AASLD Associate Member mentor following award acceptance.*
- Participants will create a mentorship plan with their program mentor for their professional development during their program term and will work with their mentor to identify a proposed schedule for The Liver Meeting to maximize learning activities related to their specific areas of interest.

4. Leadership Development

- Committee Service - Awardees will be appointed for a one-year term on an AASLD/Foundation Committee or Special Interest Group (SIG) Steering Committee as a non-voting member.

5. Practice Improvement Presentation

- Capstone Presentation - Emerging Liver APPs will demonstrate knowledge gained during their award term to identify a potential solution to a real-world clinical problem faced in their own practice. Participants will form a clinical question, conduct a literature review, and develop a proposal for an evidence-based intervention (*note: awardees are **not** expected or required to implement their proposed improvement*). Participants will present their findings during their second year during The Liver Meeting.

Awardees are expected to remain active participants in all activities throughout their award. If an awardee has not met minimum participant expectations at the end of their first year, AASLD Foundation reserves the right to rescind travel support to The Liver Meeting in the second year and remove the awardee from the program.

Reporting Requirements:

All reports to be provided by the recipient for this award shall be in writing and acceptable to the Foundation as to the type of content and format. Failure by the recipient to provide final progress reports could jeopardize the recipient’s future eligibility for other Foundation funding programs.

Award Year	Report Type(s)	Due to Foundation
First Year	Mentoring Plan Worksheet	September 30, 2024
	The Liver Meeting 2024 Proposed Schedule Worksheet	October 15, 2024
	The Liver Meeting 2024 Post-Meeting Evaluation	December 31, 2024
	Capstone Project Proposal	March 15, 2025
	Interim Activities Report	June 30, 2025
Second Year	The Liver Meeting 2025 Proposed Schedule Worksheet	October 7, 2025
	Capstone Project Presentation	November 7, 2025
	The Liver Meeting 2025 Post-Meeting Evaluation	December 31, 2025
	Final Activities Report	June 30, 2026

Recipients will be responsible for promptly responding to requests from the Foundation for updates on their accomplishments and participate in all efforts to track outcomes associated with this funding, including responding to annual post-award impact update surveys for up to five years following completion of their award.

Selection Criteria:

Candidates will be evaluated on their potential for a career in hepatology including their background and professional potential, commitment to health equity, and demonstration of motivation, self-direction, and personal integrity.

Individuals who practice in underserved communities or identify as part of a systemically marginalized group in medicine that has historically faced barriers due to factors such as their race, ethnicity, gender expression, sexual orientation, disability, or socioeconomic status (e.g., first generation college graduate, from low-income communities, etc.) are strongly encouraged to apply. For more information, please see:

- Racial and ethnic groups underrepresented in medicine, individuals with disabilities, and individuals from disadvantaged backgrounds: [NOT-OD-20-031](#)
- Sexual & gender minority (SGM) populations: [NOT-OD-19-139](#)

To promote health equity, increase patient access in medically underserved communities, and support increased diversity in the hepatology workforce, each year a minimum of 30% of available awards will be reserved for applicants who are practicing in federally designated health professional shortage areas, employed at Minority-Serving Institutions (MSI) for groups underrepresented in medicine, or who identify as a member of a group underrepresented in medicine.

Applications will be reviewed based on the written materials submitted. **Incomplete applications and applications that fail to adhere strictly to the instructions (including the submission deadline and page limitations) will not be reviewed.** All decisions are final.

Eligibility:

In order to be eligible for this award, the applicant must adhere to the following guidelines:

1. The applicant must:
 - Reside in the US, Canada, or Mexico
 - Be a:
 - Graduate student in an accredited degree program for Advanced Practice Providers (e.g., MSN, MPAS, MSHS, PharmD, etc.) who is scheduled to complete their program between July 2024 – June 2025; or
 - A practicing Advanced Practice Provider (e.g., Physician Assistant, Nurse Practitioner, Clinical Nurse Specialist, Clinical Pharmacist, etc.) who has less than 24 months experience in a setting primarily focused on hepatology and/or transplant hepatology (i.e., hepatology patients are greater than 50% of cases seen).
 - Be interested in specializing in hepatology clinical care.
 - Confirm that they will be able to fully participate in all required program activities.
2. The applicant's institution/employer must:
 - Confirm that they will accommodate scheduling arrangements to allow the applicant to attend The Liver Meeting in person and attend one-hour monthly virtual meetings during the award term.
3. Other requirements:
 - AASLD Membership is not a requirement to apply for this program.

- Previous participants of the Emerging Liver APP program are not eligible to apply again. Previous applicants who were not selected are encouraged to re-apply if they continue to meet eligibility criteria.
- Each program participant will work with an AASLD Associate Member mentor during their award for guidance, advice, and career coaching:
 - Candidates are not required to identify an AASLD Associate Member mentor at the time of application but may do so if they have a mentorship relationship already identified/established. **Applicants without a pre-identified mentor will not be penalized nor will having a pre-identified AASLD Associate Member mentor give an applicant an advantage during the selection process.**
 - Candidates who do not have an AASLD Associate Member mentor will be matched with one if their application is accepted.
- There is no limit to the number of applications that will be accepted per institution/employer, but only one candidate may be selected per distinct department within each institution in an application cycle.

Other Program Details:

1. Awards are made to the individual and not their institution/employer. Awards cannot be transferred to another individual at the same institution/employer.
2. Awardees who are not current graduate students are expected to remain actively employed in healthcare during the Award term. Continuation of the award if the awardee changes institution/employer during the program must be pre-approved by AASLD Foundation.
3. Awardees are expected to attend The Liver Meeting in-person both years of their award.
 - AASLD Foundation will be directly responsible for registration, housing, and travel costs.
 - Awardees will receive a stipend of \$375 to defray costs for meals not provided during the meeting and other incidental expenses.
 - Awardees unable to attend The Liver Meeting in-person due to an extenuating circumstance (e.g., illness, personal emergency, or other unforeseen or unavoidable reason outside of their control) may request deferment of travel support for one year. Requests will be reviewed on a case-by-case basis and approval is at the discretion of AASLD Foundation. All decisions are final. Awardee noncompliance with AASLD Meeting Attendee or Health and Safety Rules and Policies (and, if AASLD's Meeting Rules and Policies allow for exemptions, failure or inability to submit necessary documentation for an applicable exemption), negligence to plan to attend, or inability to secure leave on the meeting dates are not considered extenuating circumstances.
 - Awardees must confirm they will attend The Liver Meeting in-person by August 15 of each award year. If an Awardee is unable to attend The Liver Meeting for a circumstance that is not extenuating, unforeseen, or avoidable, and does not take appropriate corrective action prior to August 15, AASLD Foundation reserves the right to rescind the Award and remove the Awardee from the ELAPP program.
4. Awardees are expected to remain active participants in program activities throughout their award. If an awardee has not met minimum participant expectations, as outlined in the eligibility section of the program RFA, at the end of their first year, AASLD Foundation reserves the right to rescind travel support to The Liver Meeting in the second year and remove the awardee from the program.

Application Resources:

AASLD Foundation Award Glossary: www.aasldfoundation.org/glossary

Applicant FAQ: <http://www.aasldfoundation.org/awardsFAQ>

NIH OITE CV Guide: https://training.nih.gov/documents/16/Guide_to_Resumes_and_Curricula_Vitae.pdf

Application Submission and Formatting:

1. Assemble your application package in the order listed in the required documents section below.
 - Type responses where prompted and provide all requested signatures.
 - Include a header at the upper right corner of each page with your name (last name, first name) and award name.
 - Use half-inch margins. Do not use lettering smaller than 10 point.
 - Adhere to page limits and complete all sections.

Applications that do not meet the requirements, in content or format, will not be reviewed.

2. The completed application, letters of support or commitment, and other documents as applicable must be combined in the order listed in the Required Documents section below and submitted as one flattened PDF document. Name the PDF file as follows: 2024 ELAPP_Last name, First name (Example: 2024 ELAPP_Smith, Jane)
3. Submit your application at www.liverresearchawards.org. You will be sent an email confirmation that the application was received. If an email confirmation is not received in two (2) business days, please contact awards@asld.org to confirm receipt.

2024 AASLD Foundation Emerging Liver APP Application

Applicant Name (last, first, middle initial)	Applicant Degrees(s)
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Institution or Employer Name

Applicant Type:

Nurse Practitioner Clinical Nurse Specialist Graduate Student Other:
 Physician Assistant Advanced Practice Nurse Clinical Pharmacist

Required Document Checklist

Submit only the documents listed below as a single PDF and in the order listed below at www.liverresearchawards.org. Please name your PDF as follows: 2024_ELAPP_Last Name, First Name (example: 2024_ELAPP_Smith, John)

Included	Document	Description
<input type="checkbox"/>	Cover Page	<ul style="list-style-type: none"> Use this page as your application’s cover page. Complete all information sign your name where indicated.
<input type="checkbox"/>	Program Requirements Acknowledgement	<ul style="list-style-type: none"> Confirm acknowledgement and understanding of the participation requirements of this program using the checklist on the following page. Both the applicant and a representative of their institution or employer must complete the checklist and sign where indicated. Include the completed checklist as the second page of your application package.
<input type="checkbox"/>	Applicant’s CV	<ul style="list-style-type: none"> Provide a copy of your comprehensive Curriculum Vitae (see application resources on page 5 of the program RFA for the NIH OITE CV Guide for tips on preparing a CV).
<input type="checkbox"/>	License and Certification or Degree Program Information	<ul style="list-style-type: none"> Provide copies of your current license and certification or a description of your current degree program with anticipated graduation date if you are currently a graduate student. If you are a recent graduate with certification/license pending, provide a brief statement describing your timeline towards becoming fully certified and licensed.
<input type="checkbox"/>	Personal Statement	<ul style="list-style-type: none"> Provide a Personal Statement addressing the following items: <ul style="list-style-type: none"> – Describe your background and both short and long-term career goals. (500 words recommended) – Describe how you were first introduced to the field of hepatology, or what about hepatology interests you the most. (250 words recommended) – Describe your commitment to addressing health disparities and promoting health equity. (250 words recommended) – Describe what you hope to learn or experience through participating in the Emerging Liver APP Program. (250 words recommended)
<input type="checkbox"/>	Mentor, Employer, or Educator Letter of Recommendation	<ul style="list-style-type: none"> Limit one page Provide one letter of recommendation from a current or previous mentor, employer, or educator who has had a supervisory or oversight role with the applicant. The letter should: <ul style="list-style-type: none"> – Confirm and describe their professional relationship with the candidate. – Describe the candidate’s work ethic, length of employment and/or study, and interest in hepatology. – Provide specific examples of why the candidate is motivated and self-directed.
<input type="checkbox"/>	Peer Letter of Recommendation	<ul style="list-style-type: none"> Limit one page Provide one letter of recommendation from a peer who knows the applicant well and can evaluate their strengths.

REQUIRED SIGNATURES

NOTE: By signing below, you are certifying that the information in this application is accurate.

Signature of Applicant
Name
Date

2024 Emerging Liver APP Program Participation Requirements Acknowledgement

Complete the form below and include the completed form as page 2 of your application package

Applicant Acknowledgement

Active ongoing participation in program activities is critical to the success of the Emerging Liver APP program. Review the program participation requirements on pages 1-3 of the 2024 Request for Applications and acknowledge your understanding and agreement below.

By signing below, I acknowledge that:

- I have reviewed the 2024 Emerging Liver APP program requirements and confirm that, if accepted, I will actively participate in required activities and meetings, and will provide all written reports as requested.
- I understand that failure to meet program participation requirements may result in the withdrawal of program benefits and removal from the Emerging Liver APP program.

Signature of Applicant

Name (Printed)

Date

Employer Acknowledgement of Support

The American Association for the Study of Liver Diseases (AASLD) Foundation's [Emerging Liver APP program](#) is a two-year career development program that combines ongoing virtual engagement and development activities designed to help participants learn to independently care for patients with liver disease, develop leadership skills, encourage critical thinking, and promote effective communication with all members of the healthcare team.

Emerging Liver APPs are required to participate in monthly one-hour virtual meetings and are required to attend The Liver Meeting in-person both years of their award term (registration, travel, lodging, and per diem for in-person events are sponsored by AASLD Foundation). To ensure that, if accepted, the candidate will be able to fully participate in required activities during the award term, employers are asked to confirm that they will make best efforts to support scheduling accommodations for the candidate to attend the following meetings and events:

- The Liver Meeting 2024, San Diego, CA (Friday November 15 to Tuesday November 19)
- The Liver Meeting 2025, Washington, DC (Friday November 7 – Tuesday November 11)
- Monthly one-hour virtual meeting (time to be determined, July 2024 – June 2026)

By signing below, I acknowledge that:

- _____ (name of employee) is a current employee of _____ (name of employer).
- If _____ (name of employee) is accepted to the Emerging Liver APP program, best effort will be made to support scheduling accommodations so that they may attend the required meetings and events described above.

*Note for student applicants: If you are a graduate student enrolled in a program and employed (full or part time), a representative of your **employer** should complete this acknowledgement form. Applicants who are full-time graduate students not currently employed do not need to provide institution/employer acknowledgment.*

Signature of Employer Representative

Name (Printed)

Date

Employer Representative Title

Employer Representative Email