



Education Project Award

Policies and Procedures

August 2025

The RSNA Research & Education Foundation is committed to creating opportunities to advance the development of a diverse future workforce. A diverse and inclusive workforce brings broad perspectives, celebrates differences and alternative viewpoints, and empowers all members to achieve their full potential. With this commitment, the RSNA encourages all interested applicants to apply for RSNA research and education grant funding.

Purpose

This project award is intended to recognize and highlight the impact of educators by providing supplemental funding for new or ongoing education projects. Some examples may be projects that promote innovative teaching methodologies, resources, or delivery evaluation mechanisms.

The award will:

- Provide a local or regional impact
- Allow the Foundation to highlight the work of educators

The award will not:

- Focus on educational theory
- Fund individuals seeking to gain advanced degrees
- Focus on annual meeting programming

Nature Projects

Any area of education related to the radiologic sciences is eligible for the R&E Education Award. Projects may include, but are not limited to:

- Development of new and innovative curricula, educational programs or printed materials;
- Novel approaches to core teaching skills;
- Education in low- and middle-income countries;
- Community outreach and education on radiology services

Amount

\$10,000 - \$20,000 (maximum) for a one-year project. Funds from the award may be used for salary and fringe benefits or direct costs related to the project. The number of projects funded is determined by the quality of the applications received and recommended for funding.

- The RSNA Research & Education Foundation does not pay institutional indirect costs or overhead costs.
- Travel expenses for the RSNA Scientific Assembly and Annual Meeting may not be paid for by this grant.
- Unexpended funds must be returned to the Foundation.

Payment Schedule

RSNA Education Project Awards run July 1 – June 30. Award funds will be paid to the institution in one installment. Ten percent (10%) of the total grant award will be withheld by the Foundation, to be released only upon receipt of an acceptable grant final report within 6 months of the project expiration date.

Deadline for Application

Applications must be completed online and submitted with scanned signature page by 11:59pm CST on **January 16, 2026**. If the deadline date falls on a weekend or holiday, the deadline will be extended to the next business day. Applications will not be accepted after the deadline date. Applications that are not complete, do not comply with the instructions, or do not have properly executed signatures, will not be reviewed. See the Foundation's Website for details, [RSNA.org/foundation](https://www.rsna.org/foundation).

Eligibility

- Applicants must be an RSNA member at the time of application and duration of the award. Faculty, residents, and fellows are encouraged to apply.
- Applicants/co-applicant(s) must not be agents of any for-profit, commercial company in the radiologic sciences
- Recipients may not have concurrent RSNA grants or awards.

Selection Criteria/Review Process

Applications will be reviewed alongside additional R&E Foundation education grants submitted to the Education Study Section. The responsibility of the Education Study Section is to review the education awards primarily for their educational value using a modified weighted point scale based on the following guidelines:

- Plans for future contributions to education programming
- How extensive and innovative will the project be?
- How likely is this project to change/enhance radiology education?
- Applicants should demonstrate a sustained interest in and commitment to radiological education. This demonstrated commitment may include previous participation in educational activities related to radiological sciences, peer-reviewed publications and presentations, educational research, or presentations of educational scholarly activity at scientific meetings, as well as local, regional, national and international activities.

AI Disclosure Statement

If AI or AI-assisted technologies (e.g., ChatGPT, Bard, image generators) were used in preparing the application, include a supplemental statement with:

- Name and version of the AI tool(s)
- Date(s) of access
- Name of the manufacturer/creator
- Description of how the technology was used

Transparency in AI use is required and will be considered during review.

CONDITIONS OF THE RSNA EDUCATION PROJECT AWARD

Publicity of Award Recipients

The R&E Foundation will issue a press release and publicize the award in its print and electronic properties. Information submitted in the application and subsequent reports including the recipient's name, institution, likeness, project title and abstract can be utilized in the promotion of the award. Other external promotional opportunities are at the discretion of the individual recipient.

Final Reports

Recipients must submit a final report along with final financial statement to the RSNA Research & Education Foundation office within 90 days after completion of the project.

Final reports are to be submitted electronically by email attachment with CC to the department chair and scientific advisor(s), if applicable. Complete reports must address each of the following:

Final Report:

1. Prepare an expanded abstract consisting of 1500 – 2000 words divided into Purpose, Methods, Results and Conclusions. Include appropriate tables, figures and references.
2. Restate the specific aims/goals of your education plan and indicate the progress made toward each aim/goal. **Include all supporting data as an appendix.**
3. Indicate any deviations you have made from the original education plan and justify these changes. If you did not reach one or more of your initial goals, explain why.
4. Indicate the expenditures you have made to date and how they relate to the project.
5. Indicate any problems or delays that you have encountered.

6. Indicate if the results from your studies are being prepared for publication or will be prepared for publication within the next six months.
7. Indicate if the results from your studies will be used as preliminary data in a grant application to another granting agency.
8. Indicate the future impact of the results of your study.
Indicate the influence or role that the grant had on your career or will likely have in the future.

Final Financial Statement:

All RSNA Research & Education Foundation grant recipients are required to submit a final financial report detailing expenditures along with the final narrative report. The final financial report must clearly outline all expenditures made during the grant period.

Annual Survey

Recipients agree to participate in an annual survey that will help the Foundation's Board of Trustees track current contact information, additional grant monies received from other sources, scientific publications, and career advancements.

Publications

Scientific and educational manuscripts resulting from R&E Foundation-funded projects must be submitted first to the RSNA Scientific Assembly and Annual Meeting to be considered for presentation, and/or to Radiology, RadioGraphics, Medical Physics, or the International Journal of Radiation Oncology, Biology and Physics to be considered for publication (right of first refusal).

Manuscripts that are not accepted for publication in one of the four listed journals may be submitted to the journal(s) of the authors' choice. Authors who wish to bypass the right of first refusal process must receive written permission from the Grant Program Committee/Board of Trustees. One reprint of each publication produced as a result of RSNA R&E Foundation-funded work should be sent to the Foundation's address for distribution to the Trustees. All posters, publications, and oral presentations of R&E Foundation-funded projects must contain appropriate acknowledgment of the Foundation's support and sponsoring commercial company (if applicable).

Extension

A no-cost extension of the terms of this grant may be requested to extend the final budget period up to 12 months beyond the original ending date. Approval of an extension does not include the awarding of additional funds. A request for an extension along with a progress report must be made in writing to the chair of the Grant Program Committee at the Foundation's address before the expiration of the original grant period. The request must state the reason(s) for the extension, length of the extension requested, and an explanation of how the reason(s) for the delay has been rectified. Requests must be co-signed by the department chair.

Interim reports must be submitted every six months during the extension period. Other requests for changes to the terms of an award should be addressed to the chair of the Grant Program Committee with similar documentation and institutional approvals.

Modification or Termination of Support

The Trustees reserve the right to modify or terminate the amount of any funds granted under the terms of the Education Project Award program. If the support level has to be modified by the RSNA R&E Foundation Board of Trustees for any reason, the grant recipient will be notified in writing at least 90 days prior, and the investigator will have the option to modify the education plan or terminate the grant.



Education Project Award Application Instructions and Guidelines

Applications must be completed online and submitted with scanned signature page by end of day **January 23**. If the deadline date falls on a weekend or holiday, the deadline will be extended to the next business day. Applications will not be accepted after the deadline date. Applications that are not complete, do not comply with the instructions, or do not have properly executed signatures, will not be reviewed. See the Foundations website for details, rsna.org/foundation.

Application Instructions

To enter a new application click “New” application button under the appropriate grant type.

Section I: Proposed Project Title

Enter proposed project title, click save and continue to proceed to the application.

Section II: Abstract

Click “Enter Abstract Text” link to enter text into the abstract box.

Abstract not to exceed 300 words.

Abstract should serve as a succinct and accurate description of the proposed plan.

The abstract should include the long-term goals of the proposed work and the methods to be used. Data collection and analysis should be summarized along with the potential clinical significance and future clinical impact of this work.

Section III: Project Short Summary

Click “Enter Project Short Summary Text” link to enter text into the project short summary box.

Project Summary maximum 3 sentences. Communicate the public health relevance of the project to donors and the general public. Using plain language understandable by a general audience.

Section IV: Education Profile

Select up to two education/research categories that align with your proposal. The information selected will be used to help match your proposal with study section members that have compatible interests, expertise and experience.

Section V: Additional Project Details

1. Please enter the total dollar amount requested from RSNA to support this project (across all years of the project). *Note: You will need to include a budget and justification at the end of the application.*
2. Research assurances, will the project involve any of the following:
Human Subjects?
Vertebrate Animals?
Ionizing Radiation/Radioactive Isotopes?
Other, requiring institutional research assurance approvals? (recombinant DNA, etc.)?
****Funded applicants will be required to submit appropriate forms before grant funds are released.****
3. Location of Study:
Specify the institution, department and country where the research/education project will take place.
4. Investigator Additional Details:
 - a. Are you currently certified by the American Board of Radiology (ABR) or equivalent?
 - b. If yes, name the agency.
 - c. Specialty
 - d. Key Training dates (include degrees, completion of residency and fellowship training)
 - e. Current year of training or faculty/position rank.
 - f. Time allocated to the proposed project, and other duties. Specify percent and time frame.

5. Priority Statement:

Describe your area of professional or scientific interest and outline your long-term career goals and objectives. Explain how receiving this opportunity aligns with your personal plans and ambitions, and how it supports the priorities of your nominating institution. Discuss how this opportunity may contribute to your potential advancement in academic radiology and include any other information that may assist in the evaluation of your application.

6. Resubmission Information:

Is this application based on a proposal previously submitted to the RSNA R&E Foundation within the past two years? Please provide brief details of the previous submission. If you cannot recall the details, contact the R&E Foundation grants@rsna.org. The following details are needed:

- Grant Program
- Year of Submission
- Grant Title
- Grant ID
- Funding Outcome
- Summary of the reviewer comments and explanation of how each issue has been addressed in the current application

7. Proposed Topic

Does your application or proposed topic align with any of the current priority focus area topics? Please select the priority focus area topic, select n/a if not applicable.

Section VI: Radiation Oncology Applicants Only

To support the Foundation's fundamental objective of supporting imaging science(s) along with a desire to promote team science with radiology collaborations, the R&E Foundation requires a multi-disciplinary approach for all radiation oncology grant applications. To achieve this, radiation oncology grant applications are required to have (1) an imaging component or (2) partnership with a mentor/advisor or co-investigator in a radiology department.

Section VII: Investigators

Please list any other investigators, scientific advisors, or consultants who will contribute meaningfully to the proposed project. These individuals should be actively involved in the project and have defined roles that support the success of the application.

Curriculum vitae: Upload CVs for all key individuals as a single combined PDF file at the end of the application. Each CV should include a summary of contributions to radiology education and ongoing programming

Section VIII: Scientific Advisor

To be completed by the scientific advisor

1. Name, degrees, title/faculty rank
2. Percent of time that will be devoted to the proposed education project and brief description of the advisor's role as mentor for the applicant (an Advisor must be designated to provide advice on all aspects of the project, including the performance and interpretation of the data, and preparation of any publication, presentation or additional grant submissions arising from the grant). Not to exceed 1000 words
3. Describe the extent to which the applicant was responsible for developing and writing the education proposal. Relationship and overlap with existing research or education programs should be specified in detail. Not to exceed 500 words.
4. Describe the extent to which the applicant was responsible for developing and writing the research proposal. Relationships and overlap with existing research programs should be specified in detail. Not to exceed 500 words.

Section IX: Acknowledgements and Uploads

Formatting Guidelines

Use conventional fonts (e.g., Arial, Times New Roman, Helvetica) at a minimum size of 11-point.

Maintain page margins of at least 0.5 inch.

Embedded figures must fit within margins and include legible legends (smaller than 11-point is acceptable).

Downloadable Templates

Budget Template

Signature Page

Required Uploads

Please submit the below listed documents as ONE PDF file in the following order:

1. Curriculum vitae (for all key personnel). including summary of contributions to Radiology education and ongoing programming.

2. Resources and Environment: Describe major equipment, laboratory, clinical, animal, office/computer, support services, education resources, and other facilities (simulation centers, survey cores, etc) that will be available for this project.

3. Education Plan: Detailed Education Plan. Additional pages may be included for the bibliography, but may not be used to supplement the education plan. The Education Plan must include the following elements:

- Project Summary (maximum 3 pages) of the goals and design including:
 - a. Description of expected outcomes
 - b. Needs Assessment
 - c. Timeline for project
- Explanation whether this is a stand-alone project or part of a larger initiative
- List of any additional funding sources for this project if applicable
- Letter of support from Departmental Chair
- If the project is funded, awardee will be required to submit a summary narrative report on accomplishments over the project period.

4. Budget & Other Sources of Support

Detailed Budget & Justification. ***The RSNA Research & Education Foundation does not pay institutional overhead costs or indirect costs.*** Travel expenses for the RSNA Scientific Assembly and Annual Meeting may not be paid for by this grant. Please use the provided budget template and include a budget justification along with detailed information on other sources of support (pending and received).

5. Letters of Support (if applicable)

Maximum of two additional letters of support. Not all letters of support should be from the nominee's organization.

6. Signatures

Enter names and contact information for your department chair, scientific advisor (if applicable) and grant administrator. Download the signature page (PDF), obtain signatures, and upload the signed document into the application.

7. AI Disclosure Statement

If AI or AI-assisted technologies (e.g., ChatGPT, Bard, image generators) were used in preparing the application, include a supplemental statement with:

- d. Name and version of the AI tool(s)
- e. Date(s) of access
- f. Name of the manufacturer/creator
- g. Description of how the technology was used
- h. Transparency in AI use is required and will be considered during review.

Submission

Once all sections are complete, click “Review My Work” to submit and preview your compiled application.

You may download a print-friendly version and request an email confirmation of your submission.

When all sections of the application have been completed, click the “Review My Work” button, to submit and view the compiled grant application. Make sure the data and uploaded documents have been formatted correctly. You may download a print-friendly version of your submission from this page and opt to have an emailed confirmation of your submission emailed to you.