Pennsylvania TRAUMA SYSTEMS Foundation

Policy TR-114

DeMuth Research Program

Purpose:

The DeMuth Research Program was established to honor Dr. William E. DeMuth, Jr., the first Chair of the Pennsylvania Trauma Systems Foundation (PTSF) Board of Directors. Following a memorial donation from Dr. DeMuth's family in 2016, the Board of Directors designated these funds for research purposes, reflecting Dr. DeMuth's enthusiastic involvement in trauma research and his dedication to advancing trauma care in Pennsylvania.

This policy describes the application and review process for individuals and organizations seeking funding support through the DeMuth Research Program. Funding decisions are made by the PTSF Board of Directors upon recommendation from the PTSF Research Committee.

1. Eligible Use
    - A. Funds from the DeMuth Research Program may be used to support activities that advance trauma care, trauma systems, and/or trauma outcomes and align with PTSF's strategic plan. Eligible uses include but are not limited to:
        - i. Research projects and studies
        - ii. Strategic studies commissioned by or in partnership with PTSF (e.g., methodology, quality, or system evaluation)
        - iii. Data infrastructure and analytics directly tied to an approved project
        - iv. Dissemination costs for funded projects (publication fees, open access fees, conference presentation costs)
        - v. Training directly required to execute the funded research
    - B. Preference is given to projects that utilize Pennsylvania Trauma Outcome Study (PTOS) data.
        - i. All projects utilizing PTOS data must comply with Policy TR-113: Requesting PTOS Data from the Central Site.
    - C. Prohibited uses include lobbying, general fundraising, unrelated operating expenses, and any costs expressly disallowed by PTSF policies.

2. Eligibility

    The DeMuth Research Program is open to internal and external applicants.
    - A. Internal applicants: PTSF staff or Board of Directors members seeking support for research initiatives that advance PTSF's mission and strategic priorities
    - B. External applicants: Pennsylvania-based individuals, researchers, research committee members, healthcare facilities, trauma centers, or organizations pursuing projects aligned with the program's purpose and PTSF's strategic priorities

3. Application Requirements

   All applicants must submit a proposal for consideration.

   A. Applications are accepted on a rolling basis and must be submitted to the PTSF President
   B. Proposals must include:
      i. Project or Activity Information:
         a. Applicant name, credentials, and contact information
         b. Organizational affiliation (if applicable)
         c. Project or activity title
         d. Detailed description of the proposed project, including design and methodology
         e. Explanation of how the proposal aligns with PTSF's mission and strategic plan
         f. Description of PTOS data to be utilized (if applicable)
         g. Objectives and expected outcomes
         h. Additional participants' names, credentials, affiliations, and contact information
         i. Detailed budget and justification including a proposed disbursement schedule with requested amounts, and timing for installments
         j. Results dissemination plan (publication, presentation, etc.)
         k. Timeline for completion
         l. Acknowledgement of terms and expectations within this policy
      ii. Letter of support from the applicant's institution or supervisor
      iii. Any additional supporting documentation relevant to the proposal
      iv. For projects utilizing PTOS data, applicants must also comply with all requirements outlined in Policy TR-113: Requesting PTOS Data from the Central Site

4. Evaluation Process

   A. Applications will be reviewed at the next scheduled Research Committee meeting.
      i. The Research Committee will submit motions to the Board for final determination.
         a. In cases where timing does not permit a scheduled Research Committee review, or requests submitted by the Research Committee itself, proposals may be reviewed directly by the Board for consideration and approval.
   B. The Board of Directors retains final authority over all funding decisions.
      i. Conflicts of Interests will be adhered to for evaluation process.
         a. Refer to BD-106 Conflict of Interest policy
   C. Applications will be evaluated based on:
      i. Consistency with PTSF's mission and strategic priorities
      ii. Alignment with Dr. DeMuth's legacy and commitment to trauma research

iii. Feasibility and clarity of proposed activities
iv. Potential impact on trauma care, trauma professionals, or Pennsylvania's trauma system
v. Quality of methodology and dissemination plan
vi. Appropriate and responsible use of requested funds

5. Spending Parameters

Spending amounts are determined by the PTSF Board of Directors on a case-by-case basis. The Board will consider the current fund balance, investment performance, the scope and potential impact of the proposed project, and the need to preserve the fund's principal for long-term sustainability.

A. Fund disbursement schedules are determined on a case-by-case basis based upon application
B. The Board retains discretion to adjust disbursement amounts, timing or conditions based on project scope, duration, and other relevant factors.
    i. Any alternative disbursement schedule must be approved by the Board with notification to the project content with five business days of determination.
C. Based on 2026 account balances, the standard request maximum limit is $35,000. Requests above this amount will be evaluated.
D. Refer to Policy BD-121 Research Fund Management

6. Notification

Applicants will be notified of funding decisions within ten business days of the Board of Directors' decision.

A. In cases where timing is critical, the Executive Committee may approve funding with ratification by the full Board at the next scheduled meeting.

7. Recipient Requirements

All recipients of DeMuth Research Program funds must:

A. Acknowledge the DeMuth Research Program and the DeMuth Memorial Fund in all publications, presentations, and public communications related to the funded activity
B. Use funds solely for the approved purpose. Any significant changes to the project scope or budget must receive prior PTSF Board approval
C. Submit findings for publication or presentation within 24 months of project completion
D. Submit a final report to PTSF within 30 days of project completion describing:
    i. Activities completed
    ii. Outcomes achieved
    iii. Impact on trauma care, trauma research, or Pennsylvania's trauma system
    iv. Funding allocations

E. Comply with all data use and security requirements outlined in Policy TR-113: Requesting PTOS Data from the Central Site (if applicable)

8. Project Discontinuation and Fund Recovery
PTSF recognizes that unforeseen circumstances may prevent the completion of a funded project. The following provisions apply when a project is discontinued, significantly altered, or fails to meet the conditions of funding:
   A. Recipient Notification Obligation: Recipient(s) must notify the PTSF President within 30 days of becoming aware of any circumstances that may prevent project completion, cause a significant delay, or require a material change in scope or budget.
   B. Board Review: Upon receipt of such notification, or upon PTSF's own determination that a project has stalled or is not proceeding as approved, the matter will be referred to the Board for review. The Board may, at its discretion:
      i. Approve a modified project scope, timeline, or budget and authorize continuation of funding;
      ii. Place funding on hold pending resolution of the identified issue, or
      iii. Terminate funding and require return of unexpended or misused funds.
   C. Fund Return: If a project is terminated or a recipient is found to have used funds for purposes inconsistent with the approved proposal, PTSF may require the recipient to return all or a portion of the disbursed funds. The amount to be returned will be determined by the Board based on the nature and extent of the deviation and any documented work completed.
   D. Future Funding Eligibility: Recipients who fail to return funds as required, or who have been found to have materially misrepresented their project or use of funds, may be deemed ineligible for future DeMuth Research Program funding at the Board's discretion.

Original Date: 09/24/2026
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Revise Date:

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