

## SHARE Grantee Research Summary Report Instructions

*All SHARE grantees are required to complete a Research Summary Report in addition to the RWJF Final Narrative and Financial Reports. The Research Summary Report is designed to capture insights and ideas with respect to your research findings and your experiences doing state-level research. Please frame your responses in a way that makes them policy-relevant to the states described in your research, to other states, and to the national reform debate.*

*To avoid conflicts with manuscript submission, the content of this report will remain private with the exception of the summary section. Any briefs or reports that utilize information from this report will be submitted to the grant PI for review.*

*The page limits listed below are guidelines. Please feel free to include tables and figures. Please include any other final or technical reports as separate attachments. **Reports are due 60 days after grant end date.***

### **Title Page**

Include the project title, grant ID, principal investigator, team members (including sub-contractors), organization, project dates, and any other sources of financial support for the project.

### **Summary (1-2 pages)**

Provide a summary of the project's scope, methods, data, key findings, and implications for future access initiatives. This summary should be aimed at policymakers and accessible to a broad audience of readers. It should serve as a stand-alone document suitable for public distribution.

### **Purpose and Scope (1 page)**

Please describe the objectives of the study, including background, context/setting, and a brief description of the policy initiative(s) being studied.

### **Methods (2-3 pages)**

Describe the research questions, research design, and data sources/collection used for your study.

### **Significant Findings (2-3 pages)**

State the significant results and conclusions from your project.

**Translation of Findings** (2-4 pages)

Explain how the significant findings from your project can inform (or have already informed) the work of state and national policymakers. Describe the importance of your findings in the context of the broader health reform debate and the potential impacts of these findings for future reform efforts.

**Challenges and Barriers** (1-2 pages)

Describe any challenges or barriers you encountered during the course of this project, how you resolved them, and how they might have been avoided. This can include challenges related to data, methods, or the policy environment in which your research was situated; it can also include challenges related to the guidance and resources available from SHARE and RWJF.

**Reflections on Working with States** (1-2 pages)

Share any key insights or “lessons learned” on working with states and doing state-level research. This can be related to your research goals, interactions with the states, state data acquisition and use, etc.

**List of Dissemination Activities**

Include in this list all articles, reports, briefs, web content, testimony, and presentations produced as part of your project, along with any upcoming/future plans for dissemination. If web links are available, please include them.