



**Indiana Minority Health Coalition
State Master Research Plan
Announcement: Request for Proposals**

April 7, 2017

The Indiana Minority Health Coalition, Inc. (IMHC) contracts with the Indiana State Department of Health to carry out various activities under its Minority Epidemiology Agreement. One activity is the *State Master Research Plan (SMRP)*.

The purpose of the *SMRP* is to align key partners in the state to provide direction, input, and strategy on research activities designed to impact and reduce health disparities among racial and ethnic minority populations in Indiana. The goal is to assess and improve the collection and distribution of information on health issues among racial and ethnic minorities in Indiana. Partners include the Office of Minority Health at the Indiana State Department of Health and the Division of Mental Health and Addictions at the Family & Social Services Administration.

Request for Proposal:

Purpose

The purpose of this Request for Proposal (RFP) is to invite applications for health disparities research that target racial and ethnic minority populations in Indiana. The research priority areas include: access to quality healthcare, chronic disease, mental health, or infant mortality.

Funding

The amount of the funding is up to \$20,000. This includes direct costs only. Indirect costs are not covered by this funding.

Eligibility

To be eligible, applicants must:

- Consist of a community and academic partnership.
 - The community partner must work at a community organization based in Indiana that represents, engages, and serves racial and ethnic minority populations.
 - The academic partner must serve as a faculty member employed by an academic institution of higher learning based in Indiana.
- Submit a proposal for a research study that focuses on health disparities among racial and ethnic minority populations in Indiana. The study must focus on one or more of the priority areas that include: access to quality healthcare, chronic disease, mental health, or infant mortality.



Proposal Requirements

To submit a proposal, applicants must:

- Be members of an established community and academic partnership.
- Use the RFP template to develop the written proposal for the research study.
- Limit the proposal to a maximum of 15 pages. (Appendices may be added beyond the 15 pages)
- Utilize community engagement or community participatory research principles.
- Evaluate the impact and effectiveness of the research study.
- Include a line item budget as detailed in the Budget Plan of the RFP template.
- Deliver the written proposal via email to IMHC by June 30, 2017 by 5:00 pm Eastern Time.

Funding Requirements

To receive the funding, partnerships must:

- Conduct the research study between September 1, 2017 and May 31, 2018.
- Use the funds to implement and evaluate the research study.
- Submit an interim report on the progress of the research study by January 19, 2018.
- Submit a final report of the research study by June 8, 2018.
- Present the research findings during the SMRP stakeholder meeting on June 13, 2018.

Timeline

April 7, 2017	Release of the Request for Proposals (RFP)
July 7, 2017	Submission of proposal via e-mail by the close of business (5:00 pm)
August 7, 2017	Notification of recipients
September 1, 2017	Distribution of funds (one third of the budget) and initiate the study
January 19, 2018	Deliver the interim report for the distribution of one third of the budget
June 8, 2018	Deliver the final report for the distribution of the balance of the budget.
June 13, 2018	Present the research findings during the State Master Research Plan – Stakeholder Meeting

Please submit proposals via email to:

- Anita Ohmit at the Indiana Minority Health Coalition, Inc. a.ohmit@imhc.org

The **RFP template** attached to this email provides the guidelines for the proposal.

Please contact me with questions at 317-920-4922 or a.ohmit@imhc.org

Thank you,
Anita Ohmit, MPH
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