

Trailblazer Planning Grant

REQUEST FOR APPLICATIONS (RFA)

Community Health Partnerships is requesting applications for awards supporting the development of community-university partnerships that will focus on improving health, examining social determinants of health, or enhancing health equity. Awards will be up to \$5,000 to allow for partnership growth and collaborative grant proposal development.

Proposal Deadline

August 3, 2020

Please note that you will be submitting through the Indiana CTSI's grants management software WebCAMP. Please allow enough time to become familiar with this system.

The WebCAMP user's guide is also available under the funding announcement here:
<https://indianactsi.org/translational-research-development/open-funding-opportunities/>



Indiana Clinical & Translational Sciences Institute (CTSI)

Community Health Partnerships

Trailblazer Planning Grant Request for Applications

I. Purpose

The Indiana CTSI Community Health Partnerships is soliciting proposals for the development of community-university partnerships to improve health, examine social determinants of health, or enhance health equity to result in future collaborative research proposals. The award can be used to establish new partnerships or to strengthen/expand existing community-university partnerships to solve critical health problems affecting Hoosiers. This award will not fund research pilots; instead, it will fund activities that help develop partnerships between organizations that have potential to later engage in joint research projects to address health, health equity or social determinants of health (SDoH). The expected outcome of this partnership development award is the development of a future research proposal for opportunities such as the Trailblazer Award. Examples of partnership development activities we are interested in funding include meetings, conferences, travel expenses, and quality improvement assessments.

II. Application Requirements

Applicants must describe the strategies they will use to build or strengthen a partnership with the award and describe the short-term goals of the partnership. The goals should include plans for co-designing collaborative initiatives and grant proposals to address health, health equity or SDoH. A few examples of SDoH include economic stability, access to care and resources, exposure to trauma, and immigration status. There must be at least one university-based partner and one community-based partner. All partners must currently work in an Indiana-based institution or organization. All individuals on the application are required to join the Indiana CTSI Community Health Partnership Network. To join the Indiana CTSI Community Health Partnerships Network, please complete this [form](#).

III. Funding

The Indiana CTSI Community Health Partnerships will provide up to \$5,000 in funding per partnership. The proposed budget must be justified, including all planned expenditures. No indirect costs or finance and administration costs are allowed. Funds cannot be used to purchase equipment greater than \$1,000 per piece. Faculty salary support can be covered up to \$1,000 per proposal. There are no limits on non-faculty salary support. Hospitality costs should be a minimal part of the budget and need to be well justified as a required part of meeting the goals. Travel expenses are limited to those that are necessary to achieve the aims of the

proposed project. Only in-state travel is allowable, and State of Indiana reimbursement rates apply (<http://www.in.gov/idoa/2459.htm>). The proposed efforts cannot exceed 12 months from the start date.

IV. Review Criteria

Proposals will be reviewed by a committee that includes both community and university representatives. Please see our [FAQ](#) page for more information. Selection criteria include:

1. **Engagement of partners.** Motivation and rationale for partnership from both the community and university perspectives. **[0-5 points]**
2. **Health, health equity/social determinants of health focus.** Degree to which health, health equity, or SDOH will be addressed by the partnership once formed **[0-5 points]**
3. **Proposed approach for partnership development.** Plan/strategies that will be used to develop the partnership with short-term goals. **[0-5 points]**
4. **Expected outcomes of partnership.** Plans for future collaborations, which will include developing research proposals. We encourage partners to submit their first joint research pilot to our Trailblazer Award funding mechanism. **[0-5 points]**

V. Post-Award Requirements

During the award period, funded recipients will be required to:

1. Attend one in-person meeting hosted by the Indiana CTSI with other Trailblazer Planning Grant awardees.
2. Submit progress reports every 6 months during the life of the award describing the work accomplished to date and related budget expenditures.
3. Present partnership experience and next steps at the Community Health Partnerships annual community-engaged research symposium.

Once the project is completed, all recipients will be required to:

1. Summarize their experience and future ideas for addressing health, health equity or SDOH in a 1 page report.
2. For up to 5 years after completion of the project, the CTSI will contact recipients annually to complete a status report on the partnership and gather data on projects, publications, extramural funding, or intellectual property that resulted from the project.
3. The awardees are required to acknowledge Indiana CTSI Community Health Partnerships support in all presentations, publications, and reports. Acknowledgement procedures will be explained at the initial post-award meeting.

VI. Completing the Application

To start your full submission, use the **Start a Submission** link found here [CTSI Trailblazer Planning Grant Link](#) or enter <https://indianactsi.org/translational-research-development/open-funding-opportunities/> into your browser and open the Community Health Partnerships Trailblazer Planning Grant section.

1. **Partnership Description** (up to 2 pages, single-spaced, Arial 11-point font, 1-in margins)
 - a. Explain the motivation and rationale for this partnership and how partners will work together to effectively co-design a collaborative research initiative to improve health, enhance health equity, or examine/influence social determinants of health. Describe plans for building the new partnership (or strengthening/expanding an established one) and any unique qualifications or resources. **(up to 1 page)**
 - b. Explain the potential outcomes of the partnership. **(up to a half page)**
 - c. Describe the area of health, health equity, or SDoH you intend to address through this partnership. **(up to a half page)**
 - d. Describe short-term goals including future collaborative research proposals. **(up to a half page)**
2. **Budget & Budget Justification** More information in [FAQ](#) page.
3. **Resume, CV or NIH Biosketch of University Lead and Community Lead**
4. **Response to request to use application for educational purposes.** See [FAQ](#).
5. **Response to permission to send you a post-application survey.** See [FAQ](#).
6. **Application Checklist**

VII. Timeline

<u>RFA Release:</u>	<u>March 2, 2020</u>
<u>Proposal Deadline:</u>	<u>August 3, 2020</u>
<u>Award decisions:</u>	<u>September, 2020</u>
<u>Initial Grantee Meeting:</u>	<u>September 22, 2020</u>
<u>Start date:</u>	<u>October 1, 2020</u>

VIII. We encourage you to reach out to Gina Claxton and/or your regional liaisons including the following:

Gina Claxton, Program Manager: gclaxton@iu.edu / 317-274-7152

Heidi Beidinger, University of Notre Dame Liaison: hbeiding@nd.edu / 574-631-7636

Silvia Bigatti, IUPUI Liaison: sbigatti@iu.edu / 317-274-6754

Carrie Lawrence, Indiana University Bloomington Liaison: calawren@iu.edu / 812-325-2026

Donna Vandergraft, Purdue University Liaison: dvanderg@purdue.edu / 765-494-8538

Susan Rawl, Advisory Board Chair, Indiana University School of Nursing: srawl@iu.edu

VIV. Examples:

We are interested in funding partnership development through conferences, travel, collaborative meetings in order to result in a community-engaged collaborative research proposal by the end of the project period such as an application to the Trailblazer Award.

We are not interested in funding research studies, pilot studies, or study supplies for existing partnership work.

Please see our [website](#) and [FAQ](#) page for more details on our Trailblazer Award (up to \$25,000/project), community-based participatory research, and health equity. The Trailblazer Award may be an area of interest for future next steps of your partnership.