

# 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 support partnership growth and collaborative grant proposal development.

### Proposal Deadline

August 1, 2022

*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](#):*



## Indiana Clinical & Translational Sciences Institute (CTSI)

### Community Health Partnerships

#### Trailblazer Planning Grant Request for Applications

#### I. Purpose

Indiana CTSI Community Health Partnerships (CHeP) is soliciting proposals for the development of community-university partnerships to improve health, examine social determinants of health (SDoH), 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 Indiana residents. This award will not fund research pilot projects; instead, it will fund activities to help develop partnerships between organizations that have potential to later engage in joint research projects to address health, health equity, or SDoH. The expected outcome of this award is the development of a future research proposal for opportunities such as the Community Health Partnerships Trailblazer Award (Trailblazer Award). Examples of partnership development activities we are interested in funding include meetings, conferences, travel expenses, and quality improvement assessments.

#### Examples:

We are interested in funding partnership development through conferences, travel, collaborative meetings, and other activities that will culminate in a community-engaged collaborative research proposal application to the Trailblazer Award (or other funding mechanism). This award is not designed to fund research studies, pilot studies, or supplies for existing partnership work.

#### *Past Funded Projects*

- Building Partnerships in Tuberculosis and Refugee Health Care in Indiana
  - Partners: Sarah Koch, Health and Hospital Corp. of Marion Co. dba Marion Co. Public Health Dept, TB Control and Refugee Program; Leslie Enane, Indiana University
- Child Welfare Training for Court Appointed Special Advocate (CASA) Volunteers
  - Partners: Nancy Cripe, Carroll-White Counties, CASA; Carmen Jones, Purdue University
- Indiana Community Health Workforce Development Institute

- Partners: Margarita Hart, Indiana Community Health Worker Association; Natalia Rodriguez, Purdue University

## II. Application Requirements

Applicants must describe the strategies they will use to build or strengthen a partnership and the short-term goals of the partnership. The goals should include plans for co-designing collaborative initiatives and grant applications 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 be employed in Indiana-based institutions or organizations. 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 (including fringe and benefits). 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 24 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 purpose for partnership from both the community and university perspectives. **[0-5 points]**
2. **Focus on health, health equity, or social determinants of health.** Degree to which health, health equity, or SDOH will be addressed by the partnership to solve critical health problems affecting Indiana residents. **[0-5 points]**
3. **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 meeting hosted by the Indiana CTSI CHeP with other Trailblazer Planning Grant awardees.
2. Submit written progress reports annually 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 annual Indiana CTSI Community Health Partnerships Trailblazer Symposium.

Once the project is completed, all recipients (via WebCAMP) will be required to:

1. Submit a 1-page report summarizing their experience and future ideas for addressing health, health equity, or SDoH.
2. Provide a partnership summary statement at project close out.
3. Annually complete status reports for at least five years on the partnership as well as data on projects, publications, extramural funding, or intellectual property that resulted from the project. The CTSI staff will contact awardees with the link to the online progress reporting system.
4. 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 here [CTSI Trailblazer Planning Link](#)

1. **Partnership Description:** (up to two pages, single-spaced, Arial 11-point font, 1-in margins)
  - a. Describe 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 one page)**
  - b. Describe the potential outcomes of the partnership. **(up to one-half page)**
  - c. Describe the area of health, health equity, or SDoH you will address through this partnership. **(up to one-half page)**
  - d. Describe short-term goals including future collaborative research proposals. **(up to one-half page)**
2. **Prior Application:** If this is a revised and resubmitted Planning Grant application, please explain what changes have been made and why.
3. **Budget & Budget Justification:** More information on website.
4. **Resume, CV or NIH Biosketch of University Lead and Community Lead**
5. **Response to request to use application for educational purposes. See [FAQ](#).**
6. **Response to permission to send you a post-application survey. See [FAQ](#).**

