The College of Health Solutions (CHS) announces its second Community Engagement in Research Grant program. The purpose of the program is to develop and foster community-inspired research projects and to support the health of our communities by addressing problems that communities see as a priority. Applications should strive to meet two goals: 1) research focused on improving the health of our communities, and 2) create community-academic collaborations.

Proposals should address 1) challenge(s) facing Arizona, tribal nations, and border communities to stay healthy, improve their health, prevent poor health outcomes, and manage chronic disease, 2) describe how the research will impact health outcomes in the community; and 3) describe what activities have been done to identify this as a community problem. Community organizations can include early intervention programs, schools, faith-based groups, health care institutions, coalitions, non-profit organizations, community centers, community agencies, etc. A single investigator can only submit one proposal.

If you are awarded the Community Engagement in Research Grant, the ASU collaborator will be expected to submit (or be a collaborator) an external grant proposal within two years of the end of the award at least 10x the dollar amount of the award. In your application, you will need to identify ways in which this engagement may lead to a future successful grant proposal submission.

Awarded community partners will be eligible to participate in trainings and workshops offered through our Translational Science strategic initiative, with a goal of linking this initiative to the relevant Translational Teams, Affinity Networks, Centers and other programs in the College of Health Solutions.

Awards
The Community Engagement in Research Grant program will support pilot research to generate preliminary data and proposed solutions to a health-related challenge(s) facing our communities.

Available funds are $20,000 total. We plan to fund 1 research award per cycle for the maximum amount of $18,300 for 1-year project plus the 8.5% service fee.

Eligibility
- Applications must be submitted jointly by a community-academic partnership (College of Health Solutions faculty member and community organization(s).
  - All CHS faculty (including tenure-track, research, and clinical) are encouraged to apply with a community partner, keeping in mind the requirement to apply for external funding in the future.
  - Co-PIs are required. At least one of the PIs must have a primary academic assignment in CHS. The other PI must be from an external community partner. Other Co-Is may also be included.
  - Priority will be given to projects in the area of a grand challenge.
    i. Addressing the systems of health care and the health needs of populations.
    ii. Optimizing health and human performance of individuals across the lifespan.
Application Instructions and Guidance

Use Arial 11pt font with at least 0.5” margins, single-spaced.
Please also include a title page and references (these are not included in the page length limitations).
The specific application details are below.

- **Title page**: Title, investigators, affiliations, address, contact email, contact phone number
- **Abstract**: Provide a concise description of the proposed research (500 words max). This should be written in plain language and be able to stand alone as its own descriptive document. If funded, this abstract will be used in the grant award announcement.
- **Project Narrative** (limit 5 pages, single-spaced) please address the following items:
  - Specific Aims (maximum of 1 page): What is your research question? Please include clear, measurable objectives.
  - Research Plan (maximum of 4 pages)
    - **Scientific Significance**: What important community health-related problem or challenge will be addressed? Who will benefit from the project? How will the anticipated results of the project improve the health of your community?
    - **Mission Significance**: How will the project foster community-inspired research that will support and improve a health challenge(s) facing our community? What gap in knowledge and/or practice will the project address? What makes this project unique? How will the project impact health outcomes in the community? Describe any relevant experience you have in studying the proposed health issue. Describe any relevant experience you have conducting translational research. Provide any preliminary data used to identify the project as a community problem.
  - **Project design and methods (Approach)**: Describe your project approach which includes study design, methods, and analyses. Provide as many specific details as possible regarding your expected research sites, subjects, samples, measures, questionnaires, etc. Describe key staff and their role in the project.
  - **Partnership (Infrastructure)**: Describe the key members of the team and show how the academic and/or community partners have relevant and meaningful roles on the project. Describe how the community partners have been engaged in the process of developing the application. Make sure that each team member provides a letter of commitment. This should be included in the Appendix of your application. Timeline: Illustrate a feasible 1-year timetable.
  - **Next Steps**: Describe your plans to continue this line of research, including plans for future (external) funding. How do you propose to move from this pilot phase to a larger study? How will this partnership form the basis for future research proposals and sustainable community benefits? How do you intend to disseminate your pilot project findings? What agency or professional funding source (i.e. PCORI, NIH, Robert Wood Johnson…) would be appropriate to fund this work?
- **References**
- **Budget** (use template at the end of this document)
  - **Funding restrictions**
    - Cannot be used to support ASU faculty salary or conference presentations; however, funds can be used for community salary and conferences.
    - Out of state travel expenses are not allowed at this time. If travel resumes and is necessary, a re-budget can be requested. Note: re-budgets require approval. Travel for millage for students and staff is allowed.
    - Fringe rates (ERE) for students and staff employed through ASU to be included in budget
      - Hourly student worker/GSA stipend (FY2021 rate) 1.5%
      - GRA (Graduate Research Assistant) (FY2021 rate) plus tuition (FY2021 rate) 10%
      - Staff (FY2021 rate) 33%
Allowable expenses include software, student/staff support, biostatistics consulting recharge center, participant incentives, supplies, and non-capital equipment (under $5000). The funding period is one year from the start of the project. Award is cost-reimbursable.

- **Budget Justification**: (maximum of 1 page) Follow the budget justification instructions exactly per General Instructions for NIH and Other PHS Agencies SF424 R&R Application Packages found [here](#).
- IRB/IBC/IACUC approval letters (if applicable). The application will not be funded until approval obtained and shared with CHS Research Success, IRB/IBC/IACUC approval - indicate if pending
- **NIH formatted biosketch or resume** for all PIs, Co-Is, and other key personnel [https://grants.nih.gov/grants/forms/biosketch.htm](https://grants.nih.gov/grants/forms/biosketch.htm)
- Letters of commitment from all key personnel and the community agency stating their role and commitment. For the community agency, indicate how the community partner is involved, the roles, and how they have been involved in the preparation of the proposal and study design.

**Awardee Responsibilities:**

- Support acknowledgment should be included in all the publications that result from the Community Engagement in Research Grant program through the College of Health Solutions.

**Submission**

Send a single PDF to CHSPilotGrants@asu.edu. Applications received after 11:59 p.m. (MST) on the due date will not be accepted.

**Review**

All submissions will be reviewed by members of an ad hoc study section that includes CHS faculty (faculty from other academic units may also be asked to review applications as needed). The following criteria will be scored:

1. **Scientific Significance** (15 points)
   - Does the project address a significant health challenge?
   - Will the health of the community be improved?
2. **Mission Significance** (25 points)
   - To what extent does the project foster community-academic inspired prevention/intervention programs and approaches to improve health outcomes?
   - Does the project address a gap in knowledge or practice?
   - Does the project address areas of a grand challenge?
   - How will the research, described in the proposal, impact health outcomes in their community?
   - What activities have been done to identify this as a community problem?
3. **Approach** (20 points)
   - Do the applicants describe the evidence-based program they will use as the focus of this project?
   - Are the overall methods well-reasoned and appropriate to accomplish the specific aims of the project?
   - Is the proposed project feasible as a pilot study in a one-year time frame?
4. **Research Infrastructure (Partnership)** (20 points)
   - Does the project team have the appropriate training and/or experience to carry out the project?
   - Does the CHS investigator have sufficient understanding of their community partner for a successful collaboration?
   - Does the community partner have a sufficient understanding of research and health issues to effectively participate in the proposed project?
   - How has the community partners been involved in the process of developing the application?
5. **Potential for On-Going Research** (20 points)
- Does the pilot project show the potential to secure external funding?
- Is there a plan for dissemination of the results of the project?
- Articulate possible funding sources.

Budgets will be reviewed, but not scored.
- It is possible that budgets will be reduced or some items deemed unallowable
- Re-budgets need prior approval
- No Cost Extension will not be possible

**Final Report**
All awardees are required to submit a midterm report at 6 months and a final report no later than 30 days after the end of the award. The one- to two-page report must include a brief update on progress and/or results, any unforeseen challenges, completed, draft or planned publications or presentations, and plans for submission to a larger funding source. If you have submitted a grant, please provide the agency, specific title, when submitted, investigators, and amount requested.

**Important Dates**
- Submission deadline: January 4, 2021, by 11:59 p.m. (MST)
- Notifications of awards: January 25, 2021
- Earliest start date: February 17, 2021
Budget should be divided into expenses used for the community and expenses used towards ASU.

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(Note: Budget check – SUBTOTAL above should equal Line 1 + Line 2 below)

1) Total Direct Cost (excluding ASU PERSONNEL)
2) Total Direct Cost ASU PERSONNEL
3) Risk management Fee - Calculate on Total Direct Cost ASU PERSONNEL only – Line 2) 1.10% (FY2021 rate)
4) Network Communication Fee - Calculate on Total Direct Cost ASU PERSONNEL only – Line 2) 1.65% (FY2021 rate)
5) Total Direct Costs (Total of Lines 1-4)
6) Administrative fee – Calculate on Line 5 - Total Direct Costs 8.5% (FY2021 rate)

TOTAL COSTS (Add lines 5 and 6)