

CARE: Community Alliance for Research and Engagement Research Partnership Program

Request for Proposals: Deadline - 5:00 pm, Monday, December 3, 2007

- Have you ever wanted to work collaboratively (community + university), conducting community-based research?
- Have you noticed health or risk trends in the populations with which you work that you would like to understand?
- Would you like to gather data on these observations in a community-setting?
- Do you have ideas for a new program or intervention that you would like to evaluate?
- Is there a program you are currently offering that would benefit from research and evaluation?

The Yale Center for Clinical Investigation (YCCI) Community Alliance for Research and Engagement (CARE) seeks proposals for the CARE Research Partnership Program grant competition in community based research.

PURPOSE: This program aims to support the conduct of research by Community Based Organizations (CBOs) in collaboration with Yale researchers, and thereby to build the research capacity of CBOs while addressing a community research need. At the same time, the program will expand the pool of Yale clinicians and researchers collaborating with community colleagues in community-based research.

SCOPE: Proposed pilot research projects should be consistent with CARE's mission to improve the health of New Haven residents through engagement, collaborative transdisciplinary community based research, and dissemination of findings. For example, proposing to collect preliminary data for a new intervention strategy aimed to prevent illness/promote health or to measure risk behaviors in a particular population of interest. Other topics of interest include, but are not limited to, translation of disease related discoveries from lab to clinic to community and research projects that examine methodological, legal, policy or ethical issues. Any area of health will be considered. *For this grant cycle, preference will be given to projects that seek to reduce health disparities and/or promote health equity, consistent with the outcomes from our May Future Search Consensus Conference.*

FUNDING: We will fund up to two research projects for one year, with a maximum award of up to **\$25,000** each. Expected start date is on/around 15 January 2008. *(This funding is made possible by Clinical and Translational Science Award Grant Number UL1 RR024139 from the National Center for Research Resources (NCRR), a component of the National Institutes of Health (NIH), and NIH Roadmap for Medical Research.)*

ELIGIBILITY: The program is open to all Community Based Organizations in the Greater New Haven area together with a Yale faculty member (i.e., collaborative arrangement must be specified). Community and Yale collaborators will serve as "dual Principal Investigators." Women and underrepresented minorities are encouraged to apply.

INNOVATIVE RESEARCH LEADS TO NEW INTERVENTIONS AND PROGRAMS

SELECTION CRITERIA:

- **Alignment with CARE/YCCI missions to improve the health of New Haven residents through research, engagement, and dissemination of research to community**
- **Significance of the research study to the population and/or communities being served**
- **Plan for a collaborative partnership between the community partner and the Yale scientist**
- **Feasibility of the study, (e.g., study timeline, resources/capacity of the partners)**
- **Innovation of the approach and strength of the proposed research methods**
- **Potential for the study to develop organizational capacity to conduct research**
- **Potential for the study to lead to a larger study funded by the NIH or other granting agency**

APPLICATION (SEE ATTACHED TEMPLATE TO BE COMPLETED):

1. **Cover page:** Including project title, names and contact information for key collaborators; at least one community and one university collaborator named.
2. **Summary of proposed project (maximum 300 words)**
3. **Detailed budget (not to exceed \$25,000), budget justification, and time line.** All items in the budget must be directly related to the research project. Funds may be used to support staff time on the project, research related training, other research-related costs (e.g., stipends/incentives for participants, transcription), essential small-scale equipment (e.g., tape recorders). Funds may not be used to support: routine office equipment (e.g., computers), indirect costs, and conference travel. Please include a detailed time line outlining project activities for up to 12 months.
4. **Project description (maximum 4 pages):** Please include information for each of these seven sections: a) goals of the research project; b) background (statement of need as it relates to the organization's history and the issue to be researched); c) methods/ procedures that will be used to accomplish the research goals (e.g., needs assessment, pilot intervention, surveys, focus groups etc.); d) target population and recruitment methods; e) plans for analyzing data; f) plans for ethical protection of participants (e.g., informed consent, confidentiality); and g) plans for disseminating findings.
5. **Collaborative Plans (maximum 1 page):** Brief description of each collaborator's prior research, if any, and of how this project will develop your community-based research capacity. Please include a brief description outlining how the community and Yale collaborators will work together to conduct the study, and potential plans for future collaboration.

PROCEDURES FOR ETHICAL APPROVAL: *CARE/YCCI staff will be available to assist investigators in obtaining these certifications after the funding decisions have been made.*

- The Yale scientist is responsible for obtaining an approved protocol from the Yale Human Investigations Committee. No funding will be awarded until approval is received and a copy of the approval letter is sent to YCCI.
- The project director and other staff working on the project must submit copies of their certificates of completion for training in human subjects' protection to YCCI prior to funding.
- The community partner agency must have a Collaborating Investigator Agreement from Yale, or be an approved Yale Research Affiliate (i.e., IRB Authorized Agreement with Yale allowing it to use Yale's IRBs, current Federalwide Assurance).

SUBMISSION: Completed applications must be received by **5:00 pm, Monday, December 3, 2007**. Electronic applications must be sent to Rita.Kolb@yale.edu. In addition, the original (with signature) plus 15 paper copies must be delivered to YCCI, 2 Church Street South, Room 114.

ADDITIONAL INFORMATION: Rita Kolb (Rita.Kolb@yale.edu, 785-5817) for all logistic/administrative issues, or Alycia Santili (Alycia.Santili@yale.edu, 785-7651) for all scientific issues.

**CARE: Community Alliance Research and Engagement
Research Partnership Program**

Application for Pilot Project

Cover Page

Proposed Project Title
Please Enter Title Here

Total Proposed Budget:	
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Community Collaborator			
PI Name:			
PI Department:			
Address:			
PI Phone Number:		Email Address:	
PI Signature:			
Date of Signature:			

University Collaborator			
PI Name:			
PI Department:			
Address:			
PI Phone Number:		Email Address:	
PI Signature:			
Date of Signature:			

CARE Application for Pilot Project

Cover Page (continued)

Community Collaborator – Other Key Personnel			
Name	Role on Project	Phone	Email

University – Other Key Personnel			
Name	Role on Project	Phone	Email

Summary of Proposed Project (maximum 300 words)

Enter or Paste Data Here

CARE Application for Pilot Project

Detailed Line-item Budget for the Pilot Program Period

Detailed budget (*not to exceed \$25,000*), budget justification, and time line. All items in the budget must be directly related to the research project. Funds may ***not*** be used to support: routine office equipment (e.g., computers), indirect costs, and conference travel. Please include a detailed time line outlining project activities for up to 12 months.

Personnel Costs						
#	Name	% Effort	Time Line	Justification	Funding Source	Amount
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
Total Personnel Costs						

CARE Application for Pilot Project

Detailed Line-item Budget for the Pilot Program Period (continued)

Other: Research related training, other research-related costs (e.g., stipends/incentives for participants, transcription services), essential small-scale equipment (e.g., tape recorders).					
#	Description	Justification	Timeline	Funding Source	Amount
1					
2					
3					
4					
5					
6					
7					
Total Other Costs					

Total Proposed Project Costs (Enter the total Costs on the Cover Page of this Application)	Amount
Personnel Costs	
Other Costs	
Total Costs	

CARE Application for Pilot Project

Include a Detailed Time Line Outlining Project Activities for up to 12 Months.

Sample:

ACTIVITY	STUDY MONTH											
	1	2	3	4	5	6	7	8	9	10	11	12
Update tracking form												
Develop survey												
Train study staff												
Implement survey												
Data entry/analysis												
Develop recommendations												
Disseminate results												
Apply for additional funding												



PROJECT DESCRIPTION (Maximum 4 Pages)

Goals of the Research Project

Enter or Paste Data Here

Background (statement of need as it relates to the organization's history and the issue to be researched)

Enter or Paste Data Here



PROJECT DESCRIPTION (maximum 4 pages) continued

Methods/ Procedures (that will be used to accomplish the research goals e.g., needs assessment, pilot intervention, surveys, focus groups etc.)

Enter or Paste Data Here

Target Population and Recruitment Methods

Enter or Paste Data Here



PROJECT DESCRIPTION (maximum 4 pages) continued

Plans for Analyzing Data

Enter or Paste Data Here

Plans for Ethical Protection of Participants (e.g., informed consent, confidentiality)

Enter or Paste Data Here

Plans for Disseminating Findings

Enter or Paste Data Here

Collaborative Plans (maximum 1 page):

Please provide a brief description of each collaborator's prior research, if any, and of how this project will develop your community-based research capacity. Please include a brief description outlining how the community and Yale collaborators will work together to conduct the study, and potential plans for future collaboration.

Collaborative Plans

Enter or Paste Data Here

Please limit the following two questions to maximum 1 page:

If the project is funded, how will human health be improved?

Enter or Paste Data Here

Plans for submission of grant applications (if a project is proposed to provide preliminary data)

Enter or Paste Data Here

Other Instructions

- Minimum Size Font – ARIAL 11
- Include a completed NIH biographical sketch for each participating Yale investigator and a resume or CV for the Community Principal Investigator
- Include scientific citations (references)
- Include letters of support, if applicable
- The entire application must be combined in one .pdf file