Clinical and Translational Science Institute

CTSI Office of Community Engagement to Advance Research and Community Health (CEARCH)
Community Health Collaborative Pilot Grant

2019 Request for Letters of Interest (LOIs)

The University of Minnesota's Clinical and Translational Science Institute (CTSI) Office of Community Engagement to Advance Research and Community Health (CEARCH) seeks proposals for the 2019 cycle of the Community Health Collaborative Pilot Grant.

The Community Health Collaborative Pilot Grant supports community-university pilot research projects that address important health issues identified by Minnesota communities. Awards are designed to lead to health improvements while building and sustaining long-term partnerships between University of Minnesota researchers and community representatives, including nonprofits, healthcare providers, and community advocates.

Proposals should:

1. Respond to health issues identified by Minnesota communities impacted by health disparities (e.g., racial and ethnic minorities, LGBTQ+ communities, socioeconomically disadvantaged populations, and disability communities)

2. Have the potential to increase health equity in Minnesota

3. Represent meaningful collaboration between community and University partners, with the goal of developing sustainable relationships

In the 2019 cycle, CTSI anticipates funding up to four proposals with a maximum award of $50,000. Research projects must be designed to complete all data collection and analysis within 18 months of initiation of funding and must include plans for community-based dissemination and scientific publication. Examples of previously funded projects can be found on the CEARCH website.

Research Partners

Community Health Collaborative Pilot grants must be co-lead by a community organization and University of Minnesota (UMN) faculty researcher. LOIs may be submitted by either community organizations or faculty without a partner, but full proposals must include joint leadership from both:

1. A Minnesota-based community organization, such as a nonprofit organization, local public health department, healthcare organization, neighborhood association, community clinic, or tribal government.

2. A UMN faculty researcher (Assistant, Associate or Full Professor, or a PhD Research Associate) from any campus (Twin Cities, Rochester, Duluth, Morris, Crookston)

Partner Matching

CEARCH staff can assist in matching community organizations with UMN researchers. Potential applicants seeking a research partner are encouraged to notify CEARCH at cearch@umn.edu as soon as possible to request assistance with identifying a partner.

Application Process

A brief letter of interest (LOI) is the first step in the application process. LOIs will be accepted from community organizations, academic researchers or both. Instructions for preparing and submitting an LOI are provided below. LOIs will be reviewed by a panel of community leaders and University faculty. LOIs that align with proposal priorities will be invited to submit full proposals. Instructions for preparing and submitting a full proposal are available here.

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2019 Application Timeline

Tuesday, September 3, 2019	Request for applications (RFA) released
Monday, September 16, 2019	[Pre-application webinar](#)
Tuesday, October 8, 2019	LOIs due
Tuesday, October 29, 2019	Full proposal invitations sent
Tuesday, December 17, 2019	Full proposals due
Tuesday, February 25, 2020	Funding announcements
March 1, 2020 - August 30, 2021	Funding period

LOI Instructions - Due Tuesday, October 8th by 5:00 pm

LOIs must be submitted using the [online system](#). Please address each question listed below. *Limit 150 words per question.*

1. Health issue/Priority: What health issue or priority does this project propose to address?
2. Significance and Relevance: Why is this health issue significant and relevant to your community or your partner's community? How does this project address a health disparity or seek to improve health equity?
3. Research Question(s): What research question(s) will your project address?
4. Methods: What methods will be used to address your research question(s)?
5. Strengths and Partnership:
   a. For partners applying together: What strengths will each partner bring to the proposed project?
   b. For community or University leads seeking partners: What strengths do you bring to this project? What strengths or skills are you seeking in a partner?
6. Impact: Describe potential benefits of this project to the community.
7. Dissemination: How will you share your results with the community?

Resources for Proposal Preparation

On Tuesday, September 16th, CEARCH will host a pre-application webinar to provide more information on this pilot grant opportunity. Please register for the webinar [here](#). CEARCH has also prepared a [FAQ](#) with answers to commonly-asked questions about the grant. For resources on developing research partnerships and conducting community-engaged research, please consult the [CEARCH website](#). In addition, CEARCH staff members can provide consultation on proposal preparation. Please contact CEARCH at 612-625-2874 or cearch@umn.edu with questions.