

CALL FOR PROPOSALS IN INTERDISCIPLINARY PUBLIC HEALTH AND COMMUNITY-BASED RESEARCH

February 2023

Community Engagement and Research Core (CEAR Core) of the Institute for Translational Medicine and Therapeutics (ITMAT)

Overview

The Community Engagement and Research (CEAR) core of the Institute for Translational Medicine and Therapeutics at the University of Pennsylvania is sponsoring a pilot grant program to fund research with public and community health relevance.

The CEAR Core is seeking proposals that foster community-based research, especially studies that use a participatory framework. This includes research conducted in community settings or using a participatory research framework that actively involves community stakeholders in the conceptualization, design, implementation, and/or evaluation. “Community” is defined broadly to include populations in neighborhoods and organizations, including health care settings.

Pilot programs are defined for these purposes as research programs that use qualitative and/or quantitative methods to collect initial data, analyze secondary data, and/or test research methodologies to attract the support of larger, external funding sources. We expect to fund 3-5 projects in the range of \$5,000 to \$20,000.

Priority themes

This year’s priority themes are cancer risk and cancer prevention We are especially interested in receiving applications under these themes but will also consider applications on other topics.

Criteria for proposals

This call for proposals is open to faculty and postdoctoral fellows with significant public health and community health-related experience at Penn and is intended to:

- Foster interdisciplinary research in public health at Penn that will have meaningful results at the community level.
- Assist in garnering external support for large-scale studies in the field of public health.
- Encourage additional faculty and staff at Penn to become involved in public health research.
- Identify innovative methodologies in the field of public health that have the potential of informing local, state, and national policy and programming.

High priority research projects will be projects that:

- Demonstrate how the research will be used in the development of a larger grant seeking external support.
- Present clear, relevant research aims.
- Demonstrate how research outcomes and priorities will be relevant to public and community health.
- Describe innovative methodologies that are feasible and can be completed within a one-year period.
- Include community partners on the research team or in an advisory capacity.
- Explain how research results will be disseminated to community partners (if relevant).
- Use a participatory research framework and/or comparative effectiveness approaches.
- Are designed to address the gap between pediatric and adult health/disease.
- **Address the priority themes of cancer risk and cancer prevention.**

Applicants are encouraged to become members of the Institute for Translational Medicine and Therapeutic (ITMAT). Details and the membership application are available at: www.itmat.upenn.edu/membership.shtml/.

Who is Eligible to Apply?

The PI for the grant must be a Penn faculty member or postdoctoral fellow. No more than one grant can be submitted by any one team and/or PI.

Key Dates and Administrative Requirements

- **Applications are due on Friday, March 24, 2023 by 5PM.**
- Awards will be announced by Friday, May 12, 2023
- The funding period for each award will be from June 1, 2023, through May 31, 2024.
- All funds must be expended by May 31, 2024, unless an extension is granted.
- Final reports for each funded project will be due on July 31, 2024.
- Manuscripts and presentations from research supported through this award should acknowledge the Clinical and Translational Science Award (CTSA) which funds ITMAT and the CEAR Core.
- All grantees are required to present research results at the close of the project period at a symposium or other related event that includes public health faculty, fellows, students, community partners and other relevant stakeholders. This requirement may be fulfilled by presenting at an event held virtually.

How to Apply

Proposed applications should be no more than five pages in length (Arial or Times New Roman, 11pt font, 1.0” margins) and must include:

- **Statement of Purpose.** This statement should include background research as well as a clearly defined set of research aims with relevance to current public health challenges.
- **Conceptual Approach.** This section should describe the proposed research plan (including a data collection and analysis plan), methodology, any underlying theoretical frameworks on which the program is based, and the expected significance of potential findings.
- **Description of Deliverables.** Key deliverables expected at the completion of the project time period should be described and a timeline for key activities and deliverables should be included in table format.

Items that do not count towards the five-page limit:

- References/Literature Cited
- Itemized Project Budget and Justification (not to exceed one page, no specific format required. Please include expected in-kind support/contributions)
- Principal Investigator and Co-Investigator biosketches (not to exceed two pages each)
- Letters of Support (optional): Letters from collaborating community organizations are welcome and encouraged. Letters should speak to the role of the collaborator in the proposed project and past work with the applicant. Limit of two letters per application (one page each).

All applications should be submitted electronically using the ITMAT Pilot Grant system: <https://www.med.upenn.edu/apps/itmat/pg/>. You must have a PennKey to access this system.

Please submit the five page research proposal and references, project budget, budget justification, and letters of support in a single PDF using the “Research Proposal” document link in the ITMAT Pilot Grant system.

Attach NIH Biosketches (edited to be two pages in length) for each proposal participant on the second page of the application system.

The CEAR Core Pilot Grant application does not require Administrative Review prior to submission.

Questions can be addressed to Krista Scheffey (krista.scheffey@pennteam.upenn.edu) or Collin Kather (collin.kather@pennteam.upenn.edu).

As a condition of funding, all proposals must receive IRB approval from the Office of Research Administration before data collection begins.

Use of Grant Funds

Funds may be used to pay for project staff salary and benefits, consultant fees, supplies and other direct expenses related to program activities (e.g., travel, incentives for community participants). Funds may not be used to support the salary or benefits of faculty or postdoctoral fellows. The purchase of equipment will only be supported if it is demonstrated that there is no other way for the research team to access necessary equipment other than direct purchase.