

*Call for Proposals: Interdisciplinary Community Based Participatory Research in
Stress and Wellness*

Open to faculty of the University of Pennsylvania, Temple University and Drexel University with significant community health-related research experience, working in collaboration with community partners who presented at Community Driven Research Day (CDRD).

PROGRAM BACKGROUND AND OVERVIEW

CDRD, an annual event first held on October 28th 2010 and then again held on November 11th 2011, provided an opportunity for community based organizations to discuss their research needs with researchers from the four sponsoring academic institutions that are part of the Philadelphia Collaborative Violence Prevention Center: Temple University, University of Pennsylvania, The Children's Hospital of Philadelphia, and Drexel University School of Public Health. The Penn Center for Public Health Initiatives has also been a central partner.

To support partnerships with academics and other key stakeholders, the CDRD planning committee announces a competitive pilot grant program to support interdisciplinary, community-based participatory research in health -- specifically stress and wellness.

We are committed to community-based participatory research (CBPR), which includes the basic tenet that both community partners and research partners are involved in all phases of research as well as the principle that through the research program process, community capacity and related opportunities are developed and sustained.

Thus, all pilot grants considered through this call for proposals must utilize a CBPR approach and propose a research endeavor that builds and maintains respectful, trusting and mutually beneficial relationships between academic and community partners.

Pilot programs are defined as research programs that use qualitative and/or quantitative methods to collect initial data, analyze secondary data, and/or test research methodologies as a means to attract the support of larger, external funding sources. Projects that have the potential to improve interventions in these fields and/or inform policy that shapes the future are of particular interest.

PROGRAM GOALS

- Foster interdisciplinary, community-based research at Penn, Temple, and Drexel that will have meaningful results at the community level.
- Assist in developing meaningful community-academic partnerships that lead to long-term, mutually beneficial research and service initiatives.
- Assist in garnering external support for large-scale studies.
- Identify innovative methodologies in health related research that have the potential of informing local, state, and national policy and programming

APPLICANT ELIGIBILITY

One of the Co-PIs must be a faculty member from the sponsoring institutions, Penn, Temple, or Drexel and the other Co-PI must be a community partner representative who presented a poster at CDRD. A community PI may submit to more than one sponsoring institution (if they have a faculty partner from the sponsoring institution represented as a Co-PI), but the proposals to different institutions must be for different projects.

SELECTION CRITERIA

Research projects that will be of priority shall:

- Present clear, relevant research aims.
- Demonstrate how research outcomes and priorities will be relevant to community health.
- Demonstrate how community and academic partners worked together at all stages of the proposal development and equally share responsibility for ideas and proposed actions presented in the CFP response.
- Describe how community and academic partners will share “ownership” over research results and will work in collaboration to decide on key issues related to dissemination and publication.
- Describe CBPR methodologies that are feasible and able to be completed during a one-year period of time.
- Demonstrate how the research will relate to future grant and research development
- Include community and academic partners as research team members in a manner that demonstrates equal partnership from project conception through dissemination of results.
- Aims to achieve results on a grassroots level.

Proposals will be reviewed by a review panel comprised of a community member (s) and members from the sponsoring academic institutions, including but not limited to: members from university development office, faculty, the Provost office and student/alumni relations.

AWARD PROCESS

February 1, 2012	Letter of Intent (LOI) Deadline
March 19, 2012	Full Proposal Deadline
April 30, 2012	Decision Date for Full Proposals
July 1, 2012	Disbursement of Funds
June 30, 2013	Deadline for Expenditure of Funds

LETTER OF INTENT REQUIREMENTS

Interested applicants should submit an informational Letter of Intent no later than February 1st 2012 to determine eligibility and appropriate partnerships. This letter should not exceed one page in length, and must include:

- Co-PIs and other partners on the grant proposal
- Target audience or area
- Proposed aims of the research endeavor
- Primary contact person

All projects determined to be eligible will be invited to submit a full proposal. These invitations will be extended no later than February 7, 2012.

Temple University:

If you are applying with Temple University partners, an undergraduate student partner is required. There are some additional materials the student will need to provide. Please contact Alice Hausman at 215.204.5112 or hausman@temple.edu for more information. The Letter of Intent will also go to Alice Hausman. Temple anticipates funding one grant in the amount of \$10,000 but proposals for smaller dollar amounts will be considered. When invited to submit a full proposal, all full proposals should be sent as Word document attachments via email to hausman@temple.edu with “CDRD” in the subject line.

University of Pennsylvania

If you are applying with Penn-affiliated researchers, please send your letter of intent (or address any questions you may have) to Wendy Voet at wvoet@exchange.upenn.edu. Grants will be considered in amounts up to \$10,000. When invited to submit a full proposal, all full proposals should be sent as Word document attachments via email to wvoet@exchange.upenn.edu with “CDRD” in the subject line.

Drexel University

If you are applying with Drexel-affiliated researchers, please send your letter of intent and any questions you may have to Amy Confair at arc333@drexel.edu. Grants will be considered in amounts up to \$10,000. When invited to submit a full proposal, all full proposals should be sent as Word document attachments via email to research@drexel.edu with “CDRD” in the subject line.

INVITED FULL PROPOSAL REQUIREMENTS

Invited applicants may submit a Full Proposal consisting of the Scope of Work, Financial Component, and Required Additional Materials. The deadline for full proposals is 5:00 pm on Monday, March 19th, 2012.

Scope of Work:

No more than five pages in length, single spaced.

- Provide the hypothesis, and goals and objectives of the research project. Please include the anticipated number of people you propose to reach.
- Describe what you know about the target population to be served, specifying which neighborhood(s) will be targeted by the proposed project.
- Describe the significance of the research to the specified community.
- Explain the methods, analytic plan and the work to be undertaken.
- Describe the proposed staffing for the project.
- Describe how the community and academic partner will collaborate throughout the entire research project.
- Discuss the potential for external funding and any future extension of the research.
- Provide a detailed timeline of tasks to be completed during the one-year project. Please include the responsibilities of each research team member.

Financial Component:

No more than two pages.

- A **Project Budget** including Personnel Costs and Other Expenses (consultants, supplies, travel, etc.). In the Personnel Costs section include the role, current salary of each staff

person, their % effort on the project, and the cost of fringe benefits. In the Other Expenses section include the total costs of each line item.

- A **Budget Justification** including a detailed description of each line item. For example, the justification should include the duties of each staff person listed in the budget, the type of supplies required (and purpose), and the name (if applicable), duties, and hourly rate of proposed consultants, etc.

Required Additional Materials:

No overall page limit.

- **Background documents** describing the experience of the applicants. These one-page narratives should describe:
 - The prior experience of the applicants serving the target population
 - Relevant experience in stress and/or community wellness related activities
 - Prior engagement in community-based participatory research.
 - Academics may also submit bio-sketches no longer than 2 pages each.
- **Letters of support** demonstrating evidence of relationship with collaborating community partners.

Submission Information:

All applications must be sent directly to the contact individuals listed above for each institution by 5:00pm on March 19th, 2012.

PCVPC will publically announce Awards by May 13th, 2012. Each University may notify successful applications sooner and/or on different dates. Successful applications will receive funding on or immediately after July 1st 2011 (contingent on IRB approval unless otherwise specified by the sponsoring institution) and all funds must be expended by June 30th 2013.

AWARD TERMS

IRB Approval:

As a condition of funding, all proposals must receive IRB approval from the Office of Research Administration of their respective institutions so as to assure funded activities are in line with regulatory standards. Funded applicants must be prepared to submit IRB applications within 7 days of award announcement (unless otherwise specified by the sponsoring institutions). IRB approval letters should be forwarded to the contact person of the sponsoring institution listed above.

Memorandum of Understanding

A Memorandum of Understanding between the academic Co-PI and the Community Partner Co-PI outlining agreed upon roles and responsibilities and related sharing of resources must be submitted to the contact person of the sponsoring institution listed above prior to the release of any grant funds.

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, etc.). 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. Funds may not be used to support the salary or benefits of University faculty. Faculty and staff tuition will also not be supported.

CDRD Scholars Symposium:

Those awarded pilot funds will be considered “CDRD Scholars” and will be required to present research results at the annual Community Driven Research Day scheduled to take place in Fall 2013.

2011 Community Organizations/Groups:

A Co-PI of the proposed must be one of the community partner representatives who presented a poster at CDRD. Community partner representatives include:

City Lights Network	Homeless Health Initiative
Clean Air Council	Institute for Development of African American Youth
Diversified Community Services	National Nursing Centers Consortium (NNCC)
Earths Keepers	Penn State Extension Nutrition Links
Educating Communities for Parenting	Philadelphia Physicians for Social Responsibility
Health Promotion Council	The Food Trust
	Witnesses to Hunger

A short description of the mission and goals of each community representative is listed below. For a complete description, including research questions of interest for each CDRD presenter, view the CDRD participant compendium on our website at www.phillyviolenceprevention.org/research-day.

CityLights Network	
Contact Person: Ms. Carey Davis, DMin Director citylightscdavis@gmail.com	6330 Paschall Avenue Philadelphia, PA 19143 (267) 270-2489

Description of Organization’s Mission and Goals:

Building relationships to strengthen communities...
For the past 17 years, CityLights Network has been developing relationships with and between organizations in the Southwest Philadelphia community for the purpose of encouraging community leaders and providing resources to assist them in their work. 35+ community groups (schools, rec centers, social service agencies, community development corporations, churches) are currently involved through monthly network meetings, daily email interaction, capacity building workshops, community advocacy projects, volunteer placement, and resource sharing.

Clean Air Council	
Contact Person: Katie Edwards Project Coordinator kedwards@cleanair.org	135 S. 19th St. Suite 300 Philadelphia, PA 19103 (215) 567-4004 ext. 102

Description of Organization’s Mission and Goals:

Clean Air Council is a member-supported environmental health organization serving the Mid-Atlantic region. The Council is dedicated to its mission of protecting and defending everyone’s right to breathe clean air. The Council works on a broad array of sustainability and public health initiatives, using public education, community action, government oversight, and legal action.

Earth’s Keepers

Contact Person: Alia Walker
Executive Director
aliaw@earthkeepers.org

5113 W. Thompson St.
Philadelphia, PA 19131
(267) 738-3842

Description of Organization’s Mission and Goals:

Earth’s Keeps is a 501(C) 3, non-profit Organization that grew out of over 25 years of urban gardening and offering social services to the West Philadelphia community. Earth’s Keepers has a passion and persistence to strengthen, heal and establish a sustainable and healthy food source for those who could not access or afford to purchase fresh, culturally appropriate, organic foods.

Educating Communities for Parenting

Contact Person: Anita Kulick
President and CEO
anita@ecparenting.org

919 Walnut Street – 10th Floor
Philadelphia, PA 19107
(215) 496-9780

Description of Organization’s Mission and Goals:

Educating Communities for Parenting (ECP) is a private, non-profit 501C3, which has provided high quality youth development and parenting education programs throughout Philadelphia, Pennsylvania, and the Country since 1976. ECP provides the knowledge and skills necessary for children, teen parents, and young adults to become independent, responsible, nurturing productive adults and parents better able to take care of themselves, their families, and their communities. ECP’s mission is to break generational cycles of lives defined by limited options and replace them with lives defined by limitless possibilities. Simply put – ECP seeks to break cycles and build futures. ECP serves nearly 1800 clients annually at over 25 sites including traditional, alternative, charter, and disciplinary schools; foster care residences, homeless shelters, and childcare centers. ECP works with a diverse range of populations including teen mothers and fathers; adjudicated delinquent youth; young adults aging out of the foster care system; preschoolers, and children at grave risk of becoming victims or perpetrators of violence.

Health Promotion Council

Contact Person: Aqeel Dix
Program Coordinator
adix@phmc.org

260 S. Broad St.
Philadelphia, PA 19102
(215) 731-6150

Description of Organization’s Mission and Goals:

The mission of the Health Promotion Council (HPC) is to promote health and prevent and manage chronic disease, especially among vulnerable populations, through community-based outreach, education, and advocacy. HPC has a deep rich history with working with the community in the areas of nutrition, diabetes, breast and prostate cancer, tobacco, and health

interpretation to name a few. We have been awarded numerous awards and accolades from GlaxoSmithKline, Nemours, and the American Cancer Society.

Homeless Health Initiative

Contact Person: Karen Hudson
Program Leader
hudsonk@email.chop.edu

3535 Market St.
Philadelphia, PA 19104
(215) 590-7646

Description of Organization's Mission and Goals:

Navigating the health care system is stressful for many families, and this is especially true for those living in poverty and experiencing homelessness. The Homeless Health Initiative (HHI) was established 23 years ago in 1988 by a group of concerned medical residents and nurses from The Children's Hospital of Philadelphia (CHOP) to improve health care access for children experiencing homelessness. Since then, the Homeless Health Initiative has provided free medical and dental services to children living in homeless shelters. The program has grown significantly to represent a coordinated, multidisciplinary approach to improve the health care of children in urban and suburban shelters. HHI continues its five-fold mission to:

1. provide high-quality, culturally sensitive acute medical services to children in shelters
2. connect families with insurance, and primary and specialty care
3. enhance health care professionals' knowledge of and exposure to homelessness and its impact on children's lives and health
4. provide education to both staff and residents in shelters, as well as community groups, in an effort to empower them
5. collaborate with local and national partners to effectively advocate for the health care of children in shelters and to assist others in replicating the HHI model.

Institute for Development of African American Youth

Contact Person: Earl Bowen, Jr
External Affairs Coordinator
ebowen@idaay.org

2221 N. Broad St.
Philadelphia, PA 19132
(215) 285-2932

Description of Organization's Mission and Goals:

The Institute for the Development of African American Youth, Inc. (IDAAY) was founded by S. Archede Leacock and a colleague in May 1991 as a direct response to the alarming statistics of the high level of violence reflected in the lives of disadvantaged youth in the Philadelphia area. The Institute strives to forward its mission and achieve its goals through a series of carefully constructed evidenced-based prevention/intervention and educational/cultural programs that reach at-risk youth and their families throughout Philadelphia.

Mothers in Charge

Contact Person: Dorothy Johnson-Speight
Founder and Executive Director
momsforpeace@aol.com

1415 North Broad Street, Suite 229
Philadelphia, PA 19122
(215) 228-1718

Description of Organization’s Mission and Goals:

Mothers In Charge was founded by Dorothy Johnson-Speight as a community advocacy and support organization for families affected by violence. The mission of Mothers In Charge is violence prevention, education and intervention for youth, young adults, families and community organizations. In addition, Mothers In Charge works with elected officials on legislation to support safe neighborhoods and communities for children and families and collaborates with community and faith based organizations. Mothers In Charge will advocate for families affected by violence and provide counseling and grief support services for families when a loved one has been murdered. Mothers In Charge is comprised of impassioned mothers, grandmothers, aunts, and sisters who are committed to working towards saving lives. Most of the members have experienced the horror of having a son or daughter or loved one murdered. Because of the death and the life of their loved one, each mother and member is committed to saving lives and preventing another mother from having to experience this terrible tragedy.

National Nursing Centers Consortium (NNCC)

Contact Person: Nancy De Leon Link
Deputy Executive Director
ndlink@nncc.us

260 S. Broad St. 18th Floor
Philadelphia, PA 19102
(267) 765-2363

Description of Organization’s Mission and Goals:

NNCC is a 501(c)(3) non-profit based in Philadelphia that advocates for nurse practitioners as primary providers of health care and serves as an incubator for innovative, replicable, community-based health education and outreach programs. Recognizing that good health care goes beyond a single visit with one clinician, NNCC takes the lead in developing and running community-based programs in partnership with nurse practitioners and community organizations, which help people lead healthier and safer lives. NNCC has more than 10 years of experience implementing community-based programs that address environmental health risks, improve health outcomes for children and reduce health disparities, in both Philadelphia and Washington, D.C. The three main areas of environmental health that NNCC focuses on are lead poisoning prevention, asthma trigger reduction and elimination of indoor environmental health hazards through Healthy Homes programs.

Penn State Extension Nutrition Links

Contact Person: Suzanne Weltman
Supervisor, Nutrition Educator
sxw53@psu.edu

2 Penn Center Plaza, Suite 200
Philadelphia, PA 19102
(215) 471-2200 ext. 108

Description of Organization’s Mission and Goals:

For over 40 years, Penn State Extension Nutrition Links, the Expanded Food and Nutrition Education Program (EFNEP), has helped families attain healthy eating and lifestyle practices. Our nutrition outreach program delivers research-based information and education in community group settings to help Philadelphia residents in under-served neighborhoods make better nutrition and health decisions. The results are strong, nurturing families; healthy, thriving children; and positive youth development. The curriculum is comprised of nine core nutrition and fitness lessons, including understanding nutrition labels, to achieving maximum nutrition on a limited budget. Hands-on cooking demonstrations are an integral part of each workshop.

EFNEP is federally funded through the U.S. Department of Agriculture Cooperative State Research Education and Extension Service (CSREES).

Philadelphia Physicians for Social Responsibility

Contact Person: Keith Bailey
Senior Program Director
keith@psrphila.org

704 N. 23rd St.
Philadelphia, PA 19130
(215) 765-8703

Description of Organization's Mission and Goals:

PSR, a public health non-profit organization, mobilizes individuals, health professionals and community organizations to promote non-violence; to safeguard the environment and to ensure universal access to healthcare. In 1979, the Philadelphia PSR was established as a chapter of National PSR to educate the community about the medical consequences of nuclear war. With the end of the Cold War, the Philadelphia chapter revised its mission to guide work directed at understanding the root causes of and the prevention of interpersonal violence. The Philadelphia chapter was separately incorporated as a 501 (c) (3) organization in 1996. Today there is regular communication and collaboration, yet Philadelphia PSR's programs operate independently from the national organization.

The Food Trust

Contact Person: Dr. Allison Karpyn
Director, Research and Evaluation
akarpyn@thefoodtrust.org

1617 JFK Blvd, Suite 900
Philadelphia, PA 19103
(215) 575-0444 ext. 119

Description of Organization's Mission and Goals:

The Food Trust, founded in 1992, works to improve the health of children and adults living in Philadelphia by promoting healthy diets and ensuring that everyone has access to affordable, nutritious food. Working with neighborhoods, schools, grocers, farmers and policymakers, the Food Trust developed a comprehensive approach that combines nutrition education and greater availability of affordable, healthy food.

Witnesses to Hunger

Contact Person: Tianna Gaines-Turner
Chair, Witnesses to Hunger Advisory Board
tianna.gaines@witnessestohunger.org

1505 Race St, MS 1035
Philadelphia, PA 19102
(215) 762-3806

Description of Organization's Mission and Goals:

Witnesses to Hunger's mission is, "To end the cycle of poverty through civic engagement, public education, self and community empowerment." Witnesses to Hunger is a group of women working together to inform lawmakers and the public about hunger and poverty. The group provides an opportunity for these different groups to listen, learn and work together to ensure that low income families in America are able to reach their fullest potential. Witnesses to Hunger has been running now for three years. In 2010, Witnesses to Hunger elected its first Advisory Board.

In the next year the group plans to do an advocacy project on homelessness in partnership with families in Philadelphia shelters, launch a peer mentoring program at the KROC Center in partnership with the Salvation Army, and continue to advocate for change on behalf of our families and children.

Women Organized Against Rape

Contact Person: Teresa M. White-Walson
Education Director
teresa @woar.org

1617 JFK Blvd. Suite 1100
Philadelphia, PA 19103
(215) 985-3315 x192

Description of Organization's Mission and Goals:

WOAR is Pennsylvania's first rape crisis center and the largest in the state of Pennsylvania. WOAR's mission is to prevent sexual violence and to provide support for survivors of sexual violence. Services include individual and group counseling, court and medical accompaniment, advocacy, education and outreach to underserved populations.