



2018 Request for Applications
Community Engagement Research Pilot Awards

Release Date: November 13, 2017
Mandatory Letter of Intent Due: December 13, 2017
Invitation for Full Applications: December 20, 2017
Applications Due: January 31, 2018
Awards Announced: by mid-March, 2018
Funding Available: May 1, 2018

The SYNERGY Community Engagement Core, in collaboration with SYNERGY's Translational Pilot Program, is issuing a call for proposals for pilot projects on community engagement research. The projects must be translational, leading to useful, generalizable knowledge on community engagement; they also require collaboration with a community partner. We expect to fund two to four one-year pilot projects at a funding level of \$25,000 to \$50,000. The deadline for submission of the mandatory **Letter of Intent (LOI) is December 13, 2017.**

The goal of this RFA is to support community engagement research that emphasizes the community's role in developing and translating knowledge into improvements in clinical practice or community programs or social determinants that impact health or health policy. The pilots are not for demonstration projects (i.e., providing new services through a grant without a research question, hypothesis and research methods). If you are uncertain about the goals of community engagement research, SYNERGY is happy to arrange a mentor consult; please email community.pilots@dartmouth.edu. **We will offer an Information Session on the community engagement research pilot process to provide definitions and answer questions to interested applicants, on Nov. 27 at 4pm in DHMC Williamson conference room 373.** For more information, please check our website: synergy.dartmouth.edu/community-engagement-pilot-grant.

Deliverables:

The successful applicant must complete the pilot project and submit results in a final report at 12 months. The intent of these grants is to fund initial pilots that will provide data for future, externally funded, full-scale studies.

Eligibility of the Principal Investigator:

Investigators at Dartmouth College, Geisel School of Medicine, Thayer School of Engineering, Tuck School of Business, and Dartmouth-Hitchcock and its affiliated sites, including the White River Junction, Manchester and Togus Veterans Affairs (VA) Hospitals, who meet the requirements below, are eligible to apply.

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Eligibility of the Principal Investigator, cont.:

- The contact PI must have a faculty appointment at the level of Instructor, Assistant Professor or Associate Professor.
- Should the contact PI be a junior faculty member at the level of Instructor or Assistant Professor, the applicant should identify his/her research mentor(s) in the LOI.
- To foster community engagement, the application must also list the name of the community-based collaborator / organization that will be substantially involved in aspects of study design, execution, interpretation and dissemination.
- The investigator must not have been the recipient of a Community Engagement Research Pilot Grant in the preceding two years.

Community Engagement Research:

Community engagement research is a collaborative process through which communities and researchers work together to solve mutually recognized health problems. It enables community residents to more actively participate in the full spectrum of research (conception-design-conduct-analysis-interpretation-conclusions-dissemination of results) with a goal of influencing change in community health, systems, programs or policies.

Funding Priorities:

Applicants must propose work conducted within a partnership between academic researchers and community organizations or individuals. Applications should focus on Translational Research, which includes research evaluating the translation of evidence-based interventions or practices into real-world clinical and community sites. The focus may be clinical, and/or focused on health-promotion and disease-prevention strategies.

All proposals are welcome; however, preference will be given to applications that are focused on or responsive to:

- Health needs as identified through published Community Health Needs Assessments or Regional Health Improvement Plans (<https://synergy.dartmouth.edu/ce-education-training>) *and/or*:
- Subpopulations with distinct characteristics, such as pediatric or geriatric populations, pregnant women, people with particular disabilities, hard-to-reach groups that are often impacted by health disparities, or populations in which researchers propose to examine the impact of childhood conditions on adult health.

Review Criteria:

Letters of Intent will be evaluated according to the potential for the project to proceed to a competitive full application (see full application requirements below). In particular, letters of intent will be viewed more favorably if they demonstrate that the project:

- 1) Fully employs a community-engaged research approach (see above).
- 2) Addresses an identified funding priority and includes a translational research question (see above).

- 3) Has a qualified PI and research team (if the PI is a junior faculty member, he or she must include a highly qualified senior mentor/collaborator) with high potential for future related research and funding.
- 4) Addresses a clearly stated research question, with specific research aims that are highly likely to provide pilot data leading to a successful grant proposal from an external funder.

Important Dates:

Mandatory Letter of Intent Due: **December 13, 2017**

Invitation for Full Applications: **December 20, 2017**

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Awards Announced: **by mid-March, 2018**

Funding Available: **May 1, 2018**

Mandatory Letter of Intent (LOI) Submission:

A two-page LOI (please use the LOI Template provided – a summary is repeated below), accompanied by Biosketches for the PI, co-PI and mentor(s), must be submitted to: community.pilots@dartmouth.edu by **5:00pm on December 13, 2017**.

Please be sure the following information is included in the LOI:

1. **PI or Co-PIs** name(s), contact information, and department.
2. **Name and contact information of the community-based collaborator/organization.**
3. **Mentor(s) for the proposed project, if the contact PI is a junior faculty member at the rank of instructor or assistant professor.** The mentor must hold a faculty rank of Associate or Full Professor at Dartmouth College, Geisel School of Medicine, Thayer School of Engineering, or Tuck School of Business.
4. Names and roles of other key personnel.
5. **Proposal Title.**
6. **Specific aims, brief overview of research design and methods, and description of the community engagement and translational aspects of your research.**
7. Please indicate how the community-based collaborator/organization of this research project will be substantially involved in your research.
8. **Research Responsiveness Statement** (*Briefly explain how the Specific Aims are responsive to the SYNERGY Community Engagement Pilot Project RFA- see LOI Template for details*).
9. **Biosketch:** Required For PI, Co-PI, and Mentor(s). If a Community Partner is listed as Co-PI, then their resume or CV may be substituted in place of the NIH Biosketch. The current NIH format is required: http://grants.nih.gov/grants/policy/faq_biosketches.htm.

SYNERGY administrative staff will acknowledge receipt of your LOI within one business day. The Community Pilot review committee will review all LOIs, and notify applicants as to whether they have been invited to submit a full application by **December 20, 2017**. Note: By submitting an LOI you thereby grant permission to SYNERGY to use these documents (appropriately de-identified), in part or in their entirety, in its community engagement research training and education programs.

Please direct any questions about the Community Pilot LOI to: community.pilots@dartmouth.edu.

Thank you for your interest in SYNERGY Community Pilot Grants!