

Healthy Food, Healthy Lives (HFHL) Institute
Request for Proposals Spring 2010
Community Engagement Grant Program
Community-based participatory research/community engagement

The Healthy Foods, Healthy Lives (HFHL) Institute is supported by the office of the Senior Vice President for Academic Affairs and Provost. Affiliated units include the Academic Health Center, the Colleges of Medicine, Veterinary Medicine, Food, Agricultural and Natural Resource Sciences, University Extension, and the School of Public Health. The College of Food, Agricultural, and Natural Resource Sciences serves as the fiscal agent for the initiative.

The mission of the University of Minnesota Healthy Foods, Healthy Lives (HFHL) Institute is to increase and sustain the University's impact in the interdisciplinary arena of food, agriculture and health by building the University's capacity in research, learning and community engagement. The priority areas for focus are food safety, prevention of obesity and chronic disease, and food policy. Within these priority areas, of special importance is the integration of agriculture and health sciences.

The major goal of the HFHL Institute is to utilize and help build the strengths of the University of Minnesota in the area of food and health to advance scientific and public knowledge and influence public policy.

Focus of this Request for Proposals- The Healthy Foods, Healthy Lives Institute is requesting applications for community engagement grants to fund innovative community-university partnerships related to food, nutrition and health. Projects should include participatory action research, or other creative strategies for addressing community-identified problems by bringing together academic and community partners. Priority will be given to projects that involve community-university collaboration at all stages of the project, and utilize a model of shared power between university and community members (e.g., a transformative process). The project should lead to positive change for the community.

The grants to be funded through this program must grow out of authentic partnerships between community and academic entities. Projects should exemplify shared power and shared governance. The grant program seeks innovative relationships in which both academic and community knowledge systems are honored. Community partnerships should include a community-serving group, agency, or organization. There should be co-Principal Investigators, one from the community and one from the university, and the roles of each must be clearly described.

Funding

The grant will be awarded to a project team for a project with a maximum total cost of \$25,000-50,000 for one year of funding, ***with the potential for renewal for one year, one time.*** Projects should be focused on well defined problems, and should assemble a community-university partnership. This means that there should be representation from the community-serving group in equal partnership with the university presence.

Appropriate uses of the funds may include, but are not restricted to:

- § Support for graduate students, or other personnel, including community-based personnel.
- § Research supplies such as equipment or laboratory supplies
- § Development of education materials
- § Development of program materials
- § Community meetings and other convenings necessary to the project

The funds should be designated for the program, although they may not be used to support an ongoing program or ongoing research. In addition, funds should not be used to support faculty salaries, but can be used to support salaries for community-based personnel.

Priority will be given to projects that are interdisciplinary and innovative in approach, that have a high potential impact, and include utilization of new collaborations or new strategies. They should be well-organized, quality proposals with potential for sustainability.

The funds must be spent within a two-year time period. Project funding for the second year will be dependent upon successful performance evaluation. Performance criteria include: developing new synergies among partners, community impact, innovation, public dissemination of knowledge, and sustainability.

Who is Eligible:

Community-university collaboratives are eligible to apply for these funds as Co-Principal Investigators. The collaboratives must include at least one faculty or academic staff member from any University of Minnesota program, including the coordinate campuses, and at least one community partner. A faculty or staff member may apply for only one grant per cycle on which he/she would be the Co-PI. There is no limitation to the number of grants on which a faculty or staff member could participate as co-investigator or other role.

Proposal Requirements:

- § Title Page
- § Abstract
- § Project Plan (not to exceed 3 pages)
 - Ø Purpose and Specific Aims
 - Ø Background and Rationale
 - Ø Activities/methods
 - Ø Evaluation plan
- § Budget and justification for the entire proposed period of support by year.
- § Biosketch for the Principal Investigator(s)
- § Letters of support and biosketches from co-investigators
- § References (need not be included within 2-3 page limit)

Criteria for evaluation of grant applications include:

- § Depth of community-university collaboration
- § Innovation
- § Potential impact
- § Expertise and track record of members of team

- Identification of strategies for sustainability
- Leveraging of resources
- Appropriateness of budget

Funds will not be used to support ongoing research by faculty.

Application process is the same for current research teams asking for a one-time, one year renewal. In addition to the requirements described above, currently funded teams must also submit:

- Initial project summary with narrative discussing the connection to and need for the second year project proposal.
- Letter of support from a constituency who benefitted from 1st year project outcomes.

Review Process:

The HFHL Institute will select the reviewers. The review panel will include community members and faculty or staff members from the university. The review panel will recommend additional members and reviewers for specific proposals depending upon the number of applications submitted and the areas of proposed projects. Recommendations of the review panel will be submitted to the HFHL director for final decision and approval. Written reviews will be sent to all applicants.

Application Process:

1. The deadline for submission is **Monday, May 3, 2010 (4:30 pm)**. Grant applications (original plus 6 copies) should be submitted to Kristine Igo, HFHL Institute, Food Science and Nutrition 248 FScN, 1334 Eckles Avenue St Paul, MN 55108. An electronic version of the application (PDF files) should also be sent to hfhf@umn.edu. This request for proposals is not restricted to one per college.
2. Awards will be announced by Friday, May 28th, 2010, and funding will begin on July 1, 2010.