

ACTRI Community Research Partnerships Pilot Grants

The application period for 2023 grants is now open!

The UC San Diego Altman Clinical and Translational Research Institute (ACTRI) Community Research Partnerships Unit is pleased to announce the offering of pilot grants to support the development and expansion of community-university research partnerships by funding collaborative research projects designed and conducted by UC San Diego and other ACTRI partner institution faculty and local communities. The funds are to be used to develop new projects and provide a basis for future grant proposals and community partnerships – the funds are not intended to fund extensions of prior work. Awards of up to \$30,000 are to be spent within the designated 12-month period. The funding period for the upcoming 2023 grants is May 1, 2023, through April 30, 2024. **The 2023 applications are due Friday, February 24, 2023, by 2:00 pm PT.**

Background

ACTRI MISSION: The MISSION of the UC San Diego Altman Clinical and Translational Research Institute is to create an environment that advances health care through interactions between basic scientists, clinical investigators, community physicians, and patients. ACTRI addresses barriers that inhibit productivity and rapid translation of research progress into new therapies and promotes the dissemination of these new therapies to patients served by UC San Diego Health, as well as those served by other providers.

The ACTRI Community Research Partnerships Unit promotes relationships between the University/ACTRI partner institutions and community-based organizations, agencies, and providers to foster mutually-beneficial, collaborative research endeavors. UC San Diego/ACTRI Institutional partners include: J. Craig Venter Institute, La Jolla Institute for Allergy and Immunology, Palomar Pomerado Health, Rady Children’s Hospital, Salk Institute, Sanford Burnham Prebys Medical Discovery Institute, and VA San Diego Healthcare. Eligible “community partner” agencies/entities include but are not limited to community health centers/clinics, schools, agencies that offer resources and support for disease-specific groups (e.g. Epilepsy Foundation of San Diego), local nonprofit community-based organizations that represent diverse cultural and ethnic groups, and neighborhood collaborations.

Purpose of Community Research Partnerships Pilot Grant Program

The ACTRI Community Research Partnership pilot grant program is intended to facilitate research collaborations that foster a mutually-beneficial, community-informed research agenda. Proposals should be developed in full collaboration with community-based agencies/individuals -- competitive applications should strengthen investigators’ capacity to conduct community-based research. ACTRI CRP unit welcomes applicants from the San Diego region, including Imperial Counties and other neighboring rural regions. Both Researcher-initiated and Community-initiated proposals are encouraged.

The ACTRI team actively supports the development of new community-researcher partnerships by helping both researchers and communities identify and build partnerships and by providing ongoing consulting services for joint projects and grant applications – from planning through implementation to analyses and dissemination of findings. To request assistance from ACTRI to identify a potential research partner, contact Shelia L. Broyles, PhD, MPH (slbroyles@health.ucsd.edu).

The ACTRI Community Research Partnerships pilot proposals should support the priorities of local communities, health care, and health service stakeholders, and government and public health agencies. These priorities include projects that address risk factors and/or resulting diseases or conditions identified as priority focus areas in recent County of San Diego Community Health Assessments (CHA), and by community stakeholders. Across regions, current priorities include social determinants of health, and the specific risk factors, diseases, and health indicators listed below. Note – Applicants should specify which priority area(s) their project will address.

County of San Diego CHA and Community Stakeholder Identified Priority Areas

Risk Factors

Avoidance of immunizations/vaccines
Lack of physical activity
Tobacco use
Violence
Isolation
Alcohol/drug abuse
Stress and depression
Poor medication/treatment adherence
Poor nutrition
Limited access to fresh foods
Limited access to green space
Limited employer resources
Limited access to, or poor healthcare
Unmitigated impact of Climate Change
Health Literacy
Cultural Competency

Diseases/Other Health Indicators

COVID-19
Other Infectious diseases
Hypertension
High cholesterol
Heart disease
Stroke
Diabetes
Obesity
Pulmonary disease
Cancer
Intentional injury
Unintentional injury
Mental illness
Women's Reproductive Health
Older Adult Health (including memory and other care-related issues)
Dental Health

Application Deadline, Notices of Awards, and Funding Cycle

- First Stage: Requests for assistance with identifying potential Community or Academic Partners: **October 2022 - November 2022**
- Second Stage, Full Application Deadline: **Friday, February 24, 2023, by 2:00 pm PT.**
- Notice of Awards: early March 2023
- Funding Cycle: May 1, 2023 – April, 2024

Note: Final Funding Contingent on Successful Completion of IRB and NCATS requirements

Community Research Partnerships Pilot Application Guidelines

Eligibility – ACTRI members with PI eligibility:

- **Become a member of ACTRI**, and learn about the many benefits of ACTRI membership.
- Eligible faculty at UC San Diego and other ACTRI partner institutions (J. Craig Venter Institute, La Jolla Institute for Allergy and Immunology, Palomar Pomerado Health, Rady Children's Hospital, Salk Institute, Sanford Burnham Prebys Medical Discovery Institute, and VA San Diego Healthcare) who are eligible to become ACTRI members are eligible and encouraged to apply. Research Scientists and all Professor Series Faculty, including Adjuncts, are PI eligible. Although Project Scientists, Post-Doctoral Fellows, and other Academics are not PI eligible, they are encouraged to participate as Co-Investigators.
- Funding must support the development, implementation, and evaluation of a community-based research project in San Diego or Imperial Counties.
- Existing research partnerships will be accepted, but only if the proposed research is clearly very different from prior work and/or the previously established relationship.
- Preference is given to junior investigators; however, senior investigators whose application represents a clear departure from their previous work are also welcome to apply.
- **Applicants will be required to identify two co-investigators; one who is an ACTRI member, and another who is a member of a community agency outside of ACTRI and academia.** Community agency co-investigators who also hold

academic appointments can be members of the research team. However, they do not fulfill the non-academic co-investigator requirement. Applications without a non-academic co-investigator will not be considered. A letter identifying the role of the community-based co-investigator that is on the stationary of the proposed community-based agency partner is required.

- Proposals with the greatest potential to lead to additional external support and to be developed into sustainable collaborative research projects will be given priority.
- Funded Applicants – the UC San Diego/ACTRI Institutional PIs and the community partner PIs/Co-Is will be required to meet with ACTRI faculty before the final award notice and during the funding period at the request of the ACTRI Standing Pilot Committee.
- Funded Applicants must agree to submit all required reports (fiscal and programmatic) and other requests for information at the request of the Pilot Standing Committee and/or ACTRI Administrative Leadership.
- Funded Applicants (academic/institution and community co-investigators) must agree to present their projects at ACTRI-hosted forums and to advise ACTRI on other community-academic endeavors.
- Awardees are expected to publish their findings in a scholarly peer-reviewed journal and present this research at professional research and clinical meetings.
- All publications, grants, and presentations resulting from research funded by the ACTRI or using ACTRI resources must cite the ACTRI as a contributing source of support and indicate the NIH CTSA grant title and number: **University of California, San Diego, NIH CTSA grant # UL1TR001442.**
- Investigators are responsible for submitting any peer-reviewed journal articles resulting from research funded by this award to PubMed Central, the NIH digital archive of biomedical and life sciences journal literature. See publicaccess.nih.gov.
- It is not expected that findings from these awards will be ready for presentation during the funding period.
- **Previous awardees are not eligible to reapply for one year within each funding category.**

How to Apply

ACTRI uses “WebGrants” as an on-line application tool for Pilot grants. Visit ucsd.dullestech.net to register for Web Grants. Once you register as an applicant you will be sent an e-mail notifying you of your username and password.

Application Materials

Proposals should provide a level of detail that will allow review committee members to judge the merit and feasibility of the project. Applicants must clearly define the purpose of the research and describe how proposed methods will lead to the proposed outcome. Applicants should explain how the information gained will be used to build the foundation for subsequent research. Proposals are reviewed by clinicians, scientists, and non-scientists from local communities. Therefore, descriptions of benefits, impact, and outcomes should be presented in a straightforward manner, with clear, practical implications that all reviewers can understand.

Research Proposal - maximum of 6 pages, single-spaced, minimum 11 font, which includes the following sections:

- Research aims/purpose and project goals; describe the specific County CHA priority area (risk factor, disease or health indicator) area your project will address.
- Methodology (include a description of methods for obtaining both process and outcome data) and anticipated outcomes
- Impact: Include a brief paragraph describing the project's potential impact on the community to be served. Include an explanation of how the project will impact health status, healthcare and/or health-related policies and/or practices in the short and/or long term for the communities involved.
- Capacity of PI (Co-PI, and Co-I) to successfully implement a community-based project
- Description of the project's potential to lead to additional external support
- Description of activities to ensure the sustainability of the collaboration
- Description of strategies to disseminate resulting information and “lessons learned” to academia, the scientific community, communities in general, and specifically the community of focus in the research.
- **Note:** References should be included and do not count in the 6-page limit; Budget page and budget justification are required (see below) and do not count in the 6-page limit.

Budget — All applications must be accompanied by an NIH standard budget page (Budget Form “page 4” only) and a budget narrative (justification) describing how funding will be used to carry out the project successfully. Funds for one year cannot

exceed \$30,000. Applicants must propose a budget whereby funds are shared between the academic applicant and the community agency/partner; project expenses that will support the community partner's role in the proposed project must be described. While community partners must receive part of the grant funding, the agencies cannot claim overhead or indirect costs as represented in the proposed budget. Depending on the home institution of the ACTRI member, there will be restrictions on allowable indirect costs (maximum 10 percent of the budget); UC San Diego Faculty applicants' home departments will not receive the indirect costs covered by ACTRI. Rules governing federal awards (OMB Circular A-21) apply to these funds. No funding for travel, clerical help, office supplies, books and subscriptions, graduate student support, tuition remission, or publication expenses will be provided. However, mileage reimbursement requests will be allowed for projects whose community partners are located in distant counties. Funds must be spent within 12 months — cost extensions are not permitted.

Letter of Commitment — Provide a letter from the Community Partner Organization. This letter must be on their letterhead, signed by the organization's leadership, addressed to: Shelia L. Broyles, PhD, MPH, UC San Diego ACTRI Community Research Partnerships Unit. The letter must: (a) describe the agency's support of the proposed project, (b) their role in the project, (c) identify the agency representative with primary responsibility for the project, and (d) briefly describe the anticipated benefits to the agency and community that will result from the collaboration during this project.

Biosketch — Provide a current NIH bio-sketch for the PI, Co-PI, and any Co-Is (including post-doctoral fellows and graduate or medical students), and a CV or Resume for Community Partner Co-PIs/Co-Is or other Key Personnel/Representatives.

Take Note of UC San Diego's IRB Policy — **UC San Diego Institutional Review Board (IRB) approval must be secured by May 1, 2023 in order to receive funds on that date. As all funds must be spent by April 30, 2024 and cannot be extended, applicants should submit an IRB application at the same time their pilot proposal is submitted to ACTRI.**

Take Note of UC San Diego's Conflict of Interest Policy — Before UC San Diego can issue a sub-award or subcontract to your community agency partner, compliance with PHS Financial Conflict of Interest (FCOI) requirements must be demonstrated. Community agencies receiving funds are required to either certify that they have their own PHS FCOI compliant policy or that they follow the UC San Diego HS FCOI policy by meeting all of our requirements. This can be demonstrated by submitting the FCOI Sub-recipient Commitment Form to the Business Contracts Office and COI Office. Feel free to contact the [UC San Diego Conflict of Interest Office](#) for detailed information.

Submit an application. Once you register as an applicant, you will be sent an e-mail notifying you of your username and password. Please refer procedural questions to [Kathy Kennedy](#) (Administrative Assistant). All other questions can be directed to both Kathy Kennedy and Dr. Shelia L. Broyles at slbroyles@ucsd.edu.