Northwestern University Clinical & Translational Sciences Institute
Practice-based Research Program

Call for Proposals
2017 Partnership Development Seed Grants
Community-Academic Research Collaboration to Improve Health

The Northwestern University Clinical & Translational Sciences Institute (NUCATS)/Practice-based Research Program (PBR) will fund Seed Grants that support community-engaged research partnerships between Northwestern academic researchers and community-based primary care clinicians. We anticipate granting 2-4 awards. Most awards will be about $5,000 each with $10,000 the maximum award. Project length: 12 months. These awards aim to increase the number of community clinician-academician partnerships that are prepared to collaborate in the design and conduct of research projects in community primary care settings. These seed grants can lay the groundwork for either generating researchable questions for external research funding or practice changes that can be implemented widely.

Seed Grant Award Focus
These Partnership Development grants are intended to support newly developing or expanding partnerships that create the foundation for future research or practice changes that are important to the delivery of primary care and health. Partnerships may explore practice-based research strategies, patient-centered outcomes research (PCOR), or other engaged research or improvement collaborations across the translational spectrum of research. Partnerships exploring health equity issues are encouraged.

Possible activities include
- Identifying and refining shared interests and priorities;
- Identifying and engaging other potential partners or stakeholders;
- Examining electronic medical data records to refine study ideas;
- Identifying current practice patterns in anticipation of initiating a practice change;
- Building capacity for community partners to participate in project advisory committees or research team roles (e.g. training on research design/methods, ethics training, etc.);
- Building capacity for academic partners (e.g. training on community context, community engagement mechanisms, understanding practice characteristics that may affect potential study design, etc.);
- Developing partnership infrastructure mechanisms such as advisory committees, memorandum of understanding, and/or communication strategies;
- Building capacity in conduct of practice-based research through engagement with network leaders;
- Developing and implementing engaged processes of collaboratively designing steps in the research process (including recruitment & retention approaches, data collection/analysis instruments and protocols, interventions, dissemination and implementation plans) and preparing proposals for external research funding;
- Exploring evidence-based practices or best practices that could be implemented in community practices.
**Eligibility:** Applications must be submitted by a community clinician-academician team that includes at least one community based primary care clinician and at least one Northwestern academic faculty member. Priority will be given to applications involving partners that are members of the Pediatric Practice Research Group (PPRG) or the Research Education and Academic Achievement (REACH) Practice-based Research Network (PBRN). PBRN network leadership can serve in a supportive role in the proposed partnership efforts.

**Application**

Before submission, the applicant partnership is **required** to contact PBR or Network Leadership, Susan LeBailly, Adolfo Ariza, Helen Binns or Erik Orelind, to discuss the fit and feasibility of potential proposal ideas. **This is mandatory and must be done no later than June 15, 2017.** Contact information is below. The proposed aims and activities described in the application should reflect the Center for Community Health Principles of Engagement that outline key elements of the process for working collaboratively with stakeholders. (Described here: [http://www.feinberg.northwestern.edu/sites/cch/docs/resource-library/CCH_CE_PrinciplesFinal.pdf](http://www.feinberg.northwestern.edu/sites/cch/docs/resource-library/CCH_CE_PrinciplesFinal.pdf)).

**Application should not exceed 7 pages total.**

The application will include:

- 1 Page Cover sheet including:
  - Project title
  - Contact information for submitting partners (name, phone, email, departmental/ organizational affiliation) for the academic and community partners.
- Proposal narrative: (4 pages maximum)
  - Abstract (1 Paragraph describing project)
  - Problem your application is addressing
  - Aims your application is seeking
  - Brief description/evidence of current relationship of the applicants
  - Succinct description activities that will achieve the aims described above. Include timeline and appropriate milestones.
  - Anticipated outcomes
- Budget (1 page)
- Budget Justification (1 page)
- Appendices: Letter from community clinician’s practice leadership and Letter from NU academician department/division head indicating support for proposed project activities.

**Note:** please allow adequate time to follow your institution’s procedures for administrative review of your application prior to submission

**Review:** Applications will undergo review by both community clinicians and academic representatives with experience in practice-based research. Selection criteria include: quality and feasibility of proposed activities, potential for future research collaboration and funding, potential for improving health or health care, focus that can generate interest in community primary care clinicians.

**Grantee Requirements:** Kick-off meeting with network leaders. Additional meetings as suggested by reviewers. Submission of brief mid-project progress report and final report/budget report. Response to annual survey of seed grant resultant outcomes.

**Other Resources:** Applicants may want to consider other possible NUCATS fiscal resources found here: [http://bit.ly/1vB31Hh](http://bit.ly/1vB31Hh). Also the information about Community, Patient, and Provider Engagement in Research: Key Considerations and Frequently Asked Questions may be helpful.

**Questions:** Susan LeBailly, PBR Director, slebailly@northwestern.edu.
Timeline:

Deadline for discussing idea w/ PBR leadership  June 15, 2017
Application deadline  June 30, 2017
Funding decisions communicated  August 15, 2017
Funds Released  September 15, 2017

PBR is a program of the Center for Community Health serving Northwestern’s Institute for Public Health and Medicine (IPHAM) and the Northwestern University Clinical and Translational Science (NUCATS) Institute. [http://www.feinberg.northwestern.edu/sites/cch/](http://www.feinberg.northwestern.edu/sites/cch/)

PBR Leadership

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