Eligibility: Applications must be developed and submitted jointly by a community-academic partnership (community or faith-based organization or public agency AND Northwestern faculty member). The applicant partnership is required to have an initial discussion with ARCC director, Jen Brown, to discuss the fit and feasibility of potential application ideas (Deadline: January 17). Call can be with lead community or lead academic partner or both. Do NOT submit an application if you haven’t complete this step. Jen Brown, phone 312-503-2942, jenbrown@northwestern.edu.

Note: Description of ARCC seed grant program purpose, scope, eligibility, and review criteria is provided in the full request for application document available here.

Application Instructions
Application is comprised of four parts. These must be combined and submitted as a single PDF document to ARCC@northwestern.edu by the deadline.

Format:
- Font/size: Arial 11 pt.
- Keep all margins of 1 inch.
- Figures/tables/graphics are allowed & encouraged as useful.

PART 1: Cover Sheet
PART 2: Partnership Development Description
PART 3: Budget
PART 4: Budget Justification
PART 1: Cover Sheet

1. Project Title:

2. Contact information for submitting partners Note: While there may be more than one collaborating community and/or academic partner in the partnership, for purposes of the application, info should be submitted for only 1 community/faith/public partner designated as Community Lead and only 1 Northwestern faculty member designated as Academic Lead.

Community Lead
Name: 
Title: 
Organization: 
Address (Street, City/State/Zip):
E-Mail: 
Phone Number:

Academic Lead
Name: 
Title/Academic Rank: 
Northwestern School and Department: 
E-Mail: 
Phone Number:

3. Summary of proposed partnership (maximum 200 words): This should be written in lay language and able to stand alone. If funded, it will be used in grant award announcements. Include the shared health interest you will explore or build upon together, any communities of focus and/or geographic focus, and the main aim of your partnership application. Examples for previous rounds can be found here.

4. Prior community-engaged research experience: Bold relevant choices
   a. Community Lead: None 1-3 projects/partnerships 4+ projects/partnerships
   b. Academic Lead: None 1-3 projects/partnerships 4+ projects/partnerships

5. Priority Focus (1/2 page max): Check all that apply below and describe how your application meets the priority(ies) as defined below.
   - Alignment with Healthy Chicago 2.0/2025 priorities
     • Address health equity within the framework of high hardship and low childhood opportunity areas which can be found on pages 4-5 of the Healthy Chicago 2.0 plan
     • Specifically reference a goal in the plan and show how it will move the goal forward
     • Address the root causes of health which can be found on pages 15-27 of the Healthy Chicago 2.0 plan
     • Informed by data from the Chicago Health Atlas and/or HC2025 data compendium.
   - Alignment with 2019 Northwestern Memorial Hospital Priority Health Needs
     • Access to Healthcare and Community Resources
     • Social Determinants of Health
       • Economic Vitality and Workforce Development
       • Structural Inequities
       • Violence and Community Safety
   - Applicants who haven’t received ARCC grant before or are new to engaged research
6. **Partnership Focus: ** **Bold all that apply**

- Aging
- Alzheimer's
- Asthma & Allergy
- Cancer
- Cardiovascular
- Integrative Medicine
- Diabetes
- Faith-based research
- General Health
- Health Care Access
- Health Literacy
- Housing/Homelessness
- Infectious Diseases
- Mental/Behavioral Health
- Nutrition/Obesity/Physical Activity
- Maternal/Child Health
- Sexual Health/HIV/AIDS
- Violence Prevention

**Other: please specify:**

7. **Community(ies) of Focus: ** **Bold all that apply**

- Infants/young children (0-4 y/o)
- Children (5-11 y/o)
- Adolescents/young adults (12-24 y/o)
- Adults (25-64)
- Seniors (65 and up)
- Pregnant women
- LGBTQ
- People living w disabilities
- Asian
- African American
- Indigenous persons
- Latinx

**Other: please specify:**

8. **Target Geographic Community: ** **Bold all that apply**

*Click here for detailed list of Chicago’s community areas by district (e.g., Far North, Southwest, etc.).*

- Chicago City-wide
- Far North (Chicago)
- North (Chicago)
- Northwest (Chicago)
- Central/Near North/Near South
- West/Near West (Chicago)
- Southwest (Chicago)
- South (Chicago)
- Far Southwest (Chicago)
- Far South (Chicago)
- Suburban
- Statewide (Illinois)

**Other: please specify**

**PART 2: Partnership Development Description**

In 1,500 words or less, please provide:

- Significance of issue to be addressed by partnership
- Brief description of partnership (partners/history/capacity/roles during grant)
- Brief description of grant aims and activities. Including:
  - how grant award will lead to sustained partnership
  - future research collaboration and funding
  - positive community impact
  - timeline and milestones
  - potential hurdles and how they will be addressed

It may be helpful to review [CCH Principles of Engagement](#) and discuss how your partnership will fulfill these.
PART 3: Budget
Required excel budget template available on ARCC webpage. Up to 10% indirect costs are allowed for Community Lead. No indirect costs are allowed for Academic Lead.

PART 4: Budget Justification
Narrative to explain and justify proposed expenses required to meet the partnership aims and activities. There is no required form for this piece.

Questions: Jen Brown, ARCC Director, jenbrown@northwestern.edu, Phone: 312-503-2942.