

## Partnership Development & Sustainability Support Funding Program

### Background

Community-engaged research is a participatory approach or process to research and evaluation that includes community members and/or patients affected by a health issue in all phases of the development, implementation, and dissemination of the research and/or project. Community-engaged research has the potential to generate research findings that are highly relevant for the populations affected by the targeted health conditions of research studies. Partnerships are the foundation of community-engaged research. However, the process of developing a partnership requires time, commitment, and resources.

### Overview

Through the Institute of Clinical and Translational Sciences (ICTS), the Center for Community Health Partnership & Research (CCHPR) provides support for the development and sustainment of mutually beneficial research partnerships between community organizations and academic researchers.

The **Partnership Development & Sustainability Support Funding Program (PDSS)** enables partners to develop the trust, infrastructure, capacity, and skills needed to undertake future research. The PDSS supports new partnerships in development, as well as existing partnerships.

### Funding

The PDSS provides up to \$10,000 to community-academic partnerships for a 12-month funding period. Up to five awards will be made each year.

Examples of activities that can be funded under this mechanism include, but are not limited to:

- Building relationships between partners
- Exploring shared research interests and identifying capacity building needs
- Developing infrastructure mechanisms to support a sustained partnership (e.g., Mission Statement, Memorandum of Understanding, Guiding Principles, Advisory Committee)
- Planning activities to enable future collaborative research efforts
- Technical support for evaluation planning
- Technical support for data analysis that will support future research proposals
- Disseminating and translating research findings

Examples of funding use include meeting space, supplies and facilitation, consultant fees, fees for service, capacity building trainings, and stakeholder participation incentives.

### Deliverables

At the conclusion of the 12-month funding period, proposed deliverables must be submitted to CCHPR. Acceptable deliverables include, but are not limited to:

- A partnership agreement or Memorandum of Understanding (MOU)
- Research questions jointly developed by the academic and community partner(s)
- Data to inform a future research submission
- Evaluation planning documents (e.g., logic models)
- A peer-reviewed manuscript submission co-authored by academic and community partners, accompanied by a dissemination product geared toward an appropriate community audience

In addition to final deliverables, awardees will be required to provide brief progress reports to CCHPR twice during the award year. A reporting template will be provided.

*Note: Deliverables will not be shared outside of CCHPR without first requesting permission from the submitting partners.*

### Eligibility

The academic partner for this award must hold a faculty level appointment at Washington University in St. Louis or at an ICTS partner institution (Saint Louis University; University of Missouri-Columbia; Saint Louis College of Pharmacy). Employees of Barnes-Jewish Hospital, Goldfarb School of Nursing, or Saint Louis Children's Hospital (MD, PhD, nurse, or allied health professional) may apply with permission of their department director; a letter of support from the director is required with the application. The academic partner for this award must be an ICTS member. To register, complete the brief [online application](#).

Academic partners must apply in conjunction with a community partner(s). Community partners include, but are not limited to, health and social service providers, faith-based organizations, advocacy groups and coalitions, neighborhood associations, and public health agencies. ICTS Affiliate Institution representatives may apply in conjunction with an ICTS partner institution and community partner.

Special consideration will be given to partnerships with alumni of the [Community Research Fellows Training Program](#).

All partners should have an active role in the development of the PDSS application; proposed activities are expected to mutually benefit all involved partners.

### Application Process

Applications must be submitted via the [online application](#). Sections include:

- Description of key partners
- Broad health, social conditions, and/or population focus of the partnership
- Status/stage of the partnership
- Key activities during 12-month award period
- Details about how the requested funds will be spent and justification of the expenses
- Projected timeline for use of funds
- Proposed key deliverable(s) to be submitted at end of the funding period
- Resume, CV or biosketch of key partner leads
- Letter of support from department director (if applicable; refer to eligibility section)

### Submission Timeline

Please note the following dates:

- Funding Announcement released: July 1, 2019
- PDSS applications due: December 1, 2019
- PDSS decisions announced: February 10, 2020
- Award period: March 1, 2020 – February 28, 2021

### Review Criteria

Applications will be reviewed by ICTS leadership, CCHPR leadership, and the ICTS Community Advisory Board. Proposals are evaluated based on the following criteria:

- Benefit of proposed activities to all partners
- The quality of the proposal and potential for further collaborative research efforts
- Appropriateness of budget
- Feasibility of proposed activities during the project year.

### Application Support

CCHPR is available for consultation to help with suggesting and facilitating introductions between community organizations and academic researchers, as well as development of PDSS applications, activities, and budgets.

### Contact

Questions regarding the application process and requests for consultation should be directed to Hilary Broughton, [hilary.broughton@wustl.edu](mailto:hilary.broughton@wustl.edu).