Mission
The University of Minnesota Healthy Foods, Healthy Lives Institute (HFHL) aims 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.

Grant Program
HFHL’s grant programs utilize UMN funds to advance scientific and public knowledge and to influence public policy. Interdisciplinary faculty research teams and community-academic partnerships may seek support for the development and implementation of cutting-edge research and programs.

Eligibility
Teams must include:

- At least two PI’s who are UMN Faculty members (representing two distinct disciplines from any campus or department)
  - Faculty members may only apply for one grant per cycle as a PI or co-PI
  - Faculty members may participate in any number of grant proposals per cycle in another role
- At least one PI representing a third distinct discipline (must be based in Minnesota, but can be internal or external to UMN)
  - External PI’s may include any college, research institution, or community partner (such as a 501(c)3 organization, local or tribal government, health care organization, or faith-based institution)

Grant Categories
All proposals must be relevant to at least one grant category.

- Food protection (safety)
- Prevention of obesity and diet-related disease
- Food security

Priority Areas
All proposals must address at least one priority area.

- Integration of agriculture & health sciences
  - Strong project teams will represent expertise in both agricultural sciences and health sciences. Contributions from experts in the social and behavioral sciences are viewed favorably.
- High potential to directly inform systemic change
  - Applicants may demonstrate potential for significant change through institutional or governmental partners, letters of support, faculty track records in impacting or creating policy change, etc.
Funding

• Each team is eligible to receive up to $150,000 for projects up to two years in length.
  - The funds must be spent within the allotted time period, although no-cost extensions will be considered with appropriate justification.
  - Applicants may request $150,000 in funding for one year, but justification must be strong.

• **10% of the total award will be retained by HFHL and will be distributed upon submission of a final report to HFHL as well as the preparation and submission of a grant proposal to an external funding source such as NIH, NSF, or USDA.**

• For two year projects, proposed budgets must be separated by year. Second year funding and no-cost extensions will be dependent upon acceptable progress in the first year. Expected performance criteria include:
  
  o Successful complete of work plan steps
  o New competitive advantages
  o Strong synergies developed among research teams
  o Press mentions and inclusion in publications
  o Proposal submission(s) for extramural funding
  o Generation of significant preliminary data
  o Integration of research with education for public impact
  o Demonstration of policy impact
  o Training for graduate students/postdoctoral fellows

• Proposals must demonstrate plans for future funding outside of HFHL.

• The department of the principal investigator will be expected to administer the funds.

• Up to two grants will be awarded each cycle.

**Appropriate uses of funding include:**

• Shared equipment
• Laboratory supplies
• Purchase of support services for research
• Database or other infrastructure development
• Compensation for graduate students, or other research personnel
• Other direct project expenses

**Funds may not be used to support:**

• Ongoing research or existing programs
• Faculty salaries
• Indirect costs
Letter of Interest (LOI)

Project teams must submit a brief LOI to hfhl@umn.edu by Friday April 5th, 2019 to be considered for a Spring 2019 grant award. The information provided will help the HFHL director appoint review committee members with applicable expertise. LOIs should include:

- Preliminary project title
- Project team
  - Names
  - Titles
  - Contact information
  - Organizational affiliation
- Grant Category (see first page of this RFP)
- Priority Area (see first page of this RFP)
- Brief abstract

Application Timeline

- **LOI due:** Friday, April 5th, 2019
- **Invitations to submit full proposals:** Friday, April 12th, 2019
- **Full proposal due:** Friday, May 31st, 2019
- **Awards announced:** Friday, June 28th, 2019
- **Funding commences (subject to change*):** Monday, July 1st, 2019
- **Project end date (subject to change**): Tuesday, June 30th, 2020 (for 1 year projects) and Wednesday, June 30th, 2021 (for 2 year projects)
- **Final report due:** Tuesday, February 18th, 2020 (for 1 year projects) and Tuesday, February 16th, 2021 (for 2 year projects)

* Based on grantee award acceptance date
** Based on actual project start date
Proposal Requirements

Project Teams must submit their full proposal to hfhl@umn.edu by Friday, May 31st, 2019 to be considered for funding during the Spring 2019 funding cycle.

- **HFHL Proposal Routing Form (PRF) for Research Grants**
  - Download via: http://www.hfhl.umn.edu/grant-programs/university-research
  - Estimated completion time: 1-2 weeks
  - The PRF should not be routed through Sponsored Projects Administration (SPA).

- **Copy of completed and submitted IRB Human Research Determination (form #310)**
  - Co-PIs are highly encouraged to work jointly with the University Institutional Review Board (IRB) to determine whether or not the project requires IRB approval and if so, Co-PIs will be required to obtain approval before beginning the project.

- **Minimum font size eleven**

- **Title Page**
  - Project title
  - Grant category and priority area
  - List of all investigators with their roles (PI, co-PI, etc.), affiliations (department, college, external organizations, etc.), and contact information (email, address, phone)

- **Abstract (not to exceed 300 words)**

- **Research Plan (not to exceed 3 pages, excluding references) including:**
  - Statement of Hypothesis and Specific Aims
  - Background and Rationale
  - Preliminary Results (if applicable)
  - Research Design and Methods

- **Budget and budget justification. Two-year projects must separate budget by year.**

- **Biosketches for the principal investigator(s) and co-investigators**

- **Letters of support from collaborating investigators for whom there is not a biosketch or who are outside the University of Minnesota.**

- **References**

- **Narrative on the sustainability of the project (no to exceed 2 pages) addressing the following:**
  - What plans are there for this project to become sustainable with future funding outside of HFHL? What external funding sources do you intend to apply to and provide a rationale for why your research project would be highly fund-able?
  - How is this proposal highly innovative?
  - What is the potential impact of this proposal?
  - What future research might this project lead to that could be funded externally?
  - Why is an interdisciplinary team necessary to carry out this work?
  - How does this proposal fit into one of the two priority areas outlined in this RFP?
Application Process

- The deadline for submission is **5:00pm, Friday, May 31st, 2019.** By the deadline, an electronic copy (pdf) of the grant application must be emailed to hfhl@umn.edu.
- Awards will be announced by **June 28, 2019.** Funding will commence **July 1, 2019.**

Grant Review Process

The HFHL Institute Director will select the reviewers, with advice from the HFHL Advisory Board. The review panel will include faculty members from multiple colleges and disciplines, and may include external reviewers. Recommendations of the review panel will be submitted to the HFHL Director for final decision and approval.

Grant Review Criteria

- Identification of specific extramural grant opportunities and potential for external funding. Preference will be given to projects that intend to seek support from NIH, NSF, USDA or other comparable funding sources.
- Clear relevance to at least one grant category and one priority area
- Interdisciplinary work
- Innovation and the significance of potential impact
- Expertise and track record of members of the research team
- Intellectual merit of the proposed research
- Leveraging of resources
- Appropriateness of budget
- Graduate student involvement and support

Continued Participation Requirements

- **Surveys**
  - After the funding period, HFHL sends periodic requests for grantees to complete surveys that help keep up-to-date records about outcomes and accomplishments related to grantee research—grantees are expected to complete the surveys.
- **Publications**
  - HFHL requests that all grantee publications, including research publications, press releases and other publications or documents about research that is funded by HFHL must include a specific acknowledgment of HFHL grant support, including a grant award number, if provided.

Please contact HFHL via hfhl@umn.edu for assistance throughout the application process.