



Fall 2020 Request for Proposals Planning Grant Program

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.

Planning Grant Program

Interdisciplinary faculty research teams and/or Community-University partnerships may seek support for the development of a proposal for HFHL's Faculty Research Grant Program or Community-University Partnership Grant Program during the next funding cycle OR to other equivalent University, major government, or private sources.

Eligibility for Community-University Partnership Teams

Applicants must demonstrate that the proposed project is new and not a continuation of ongoing research. Teams must be led by two Principal Investigators (PIs):

- One University PI who is UMN Faculty or Staff (from any campus or department)
- One Community PI who represents a community partner such as a 501(c)3 organization, local or tribal government, health care organization, or faith-based institution

Eligibility for all Interdisciplinary Faculty Teams

Teams must represent three distinct academic disciplines and include:

- One UMN PI who is a UMN Faculty member (from any campus or department)
- Two additional Co-PIs (One of the Co-PIs must be a UMN Faculty member. The other Co-PI may be internal or external to UMN but must be based in Minnesota)
 - The PI and Co-PIs must each represent a distinct academic discipline
 - 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
 - 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 favorable.
- **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 for Planning Grants

- **Applicants may seek grant funds ranging from \$5,000 to \$10,000 for up to one year.**
 - The funds must be spent within the allotted time period, although no-cost extensions will be allowed with appropriate justification.
 - Funding at a higher level may be considered with very strong justification.
- **75% of the award will be distributed at the onset of the planning. 25% of the award will be distributed following successful preparation and submission of the grant proposal.**
- **Successful Faculty planning grants will achieve these expected outcomes:**
 - Establish partnerships that include members from at least three distinct disciplines
 - Develop a refined research question
 - Develop a common language across disciplines
 - Identify potential additional partners
- **Successful Community-University Partnership planning grants will achieve these expected outcomes:**
 - Participants will develop an authentic, cohesive, equitable, and sustainable partnership to develop a project proposal that utilizes participatory action research, or other creative strategies for addressing community-identified issues.
 - Characteristics of community-based participatory research include: participation and leadership by people living in the participating community; diverse community members included in key decisions throughout the project; creating learning opportunities for community members; utilizing community members, trained researchers, and students in the research design.
- **Up to three planning grants will be awarded each cycle.**

Appropriate uses of funding include:

- Support for meeting time, space and travel
- Small stipends for participants to dedicate their time to partnership development
- A quarter-time Research Assistant
- Other direct project expenses

Funds may not be used to support:

- Ongoing research or existing programs
- Faculty salaries
- Indirect costs

Planning Grant Proposal Requirements

Project teams must submit their proposal to hfh1@umn.edu by **Wednesday, November 18th, 2020** to be considered for funding during the Fall 2020 funding cycle.

- **Minimum font size eleven**
- **Responses to the following prompts (not to exceed 3 pages):**
 - What health issue, grant category and priority area is this project proposing to address?
 - List of all team members with their affiliations (department, college, external organizations, etc.), expertise, and contact information (email, address, phone)
 - Description of funding sources and mechanisms the team intends to pursue following the conclusion of the planning grant. Please list the specific prospective funding sources you anticipate applying to and why you believe those sources are a good fit for your project.
- **Budget and justification for each budget item**
- **Description of all existing and pending funding support**
 - External (federal, foundation, industry, etc.) and internal (Intramural Research Support) sources
 - A clear demonstration of financial need will be considered as part of the review process
- **Letters of support from all potential partners and investigators**

Grant Review Criteria

- **Potential for securing internal and/or external funding to build off the work performed during the planning grant**
- **Depth of community-university and/or interdisciplinary collaboration**
- **Innovation**
- **Potential health impact, including outcomes that can directly benefit the community**
- **Expertise and track record of members on team**
- **Quality of evaluation of proposed research or program**
- **Leveraging of resources and identification of strategies for self-sustainability**
- **Appropriateness of budget**

Expectations for Successful Teams

Interdisciplinary faculty teams are expected to work towards understanding and reconciling potentially different:

- Research styles and approaches
- Perspectives on the importance of various research questions and issues
- Research rules, priorities and requirements of participating departments and units
- Publication requirements
- Project roles and expectations
- Research timelines

Timeline

- **Request for proposals released:** Wednesday, September 2nd, 2020
- **Planning Grant Proposal due:** Wednesday, November 18th, 2020
- **Awards announced:** Friday, December 18th, 2020
- **Funding commences** (*subject to change**): Monday, January 4th, 2021
- **Project end date** (*subject to change***): Friday, June 18th, 2021
- **Final report due** (*subject to change***): Wednesday, July 21st, 2021

* Based on grantee award acceptance date

** Based on actual project start date

Grant Review Process

The HFHL Director will select reviewers with advice from the HFHL Advisory Board. The review panel will include faculty members from multiple colleges and disciplines, and may also include external reviewers. Reviewers will submit recommendations to the HFHL Director for final decision and approval.

HFHL Community 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.

- **Symposia and Conferences**

- Teams are encouraged, but not required, to attend HFHL's annual symposium and Native American Nutrition conference (hosted in partnership with the Mdewakanton Sioux Community).

Please submit proposals, or send requests for assistance throughout the application process, to hfhl@umn.edu.