



Planning & Development Grants for Collaborative Research Projects

GUIDELINES & REQUEST FOR PROPOSALS DEADLINE: MARCH 21, 2014, 5:00PM

University of California Center for Collaborative Research for an Equitable California (CCREC)

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INTRODUCTION—THE CENTER

The Center for Collaborative Research for an Equitable California (CCREC) is supported by a Multi-Campus Research Programs and Initiatives (MRPI) grant from the University of California Office of the President. Launched in summer 2010, CCREC is a multi/transdisciplinary and collaborative effort to address the state’s interconnected crises in the economy, education, employment, environment, health, housing, and nutrition. Today more than ever, Californians are challenged with uncertainties about how to house and feed themselves; live healthy and fulfilled lives; educate themselves and their children; prepare for a rapidly changing job market; and care for their communities and environment in ways that sustain the possibility for a good quality of life. CCREC sees these challenges as inextricably linked and requiring innovative relationships among researchers, community organizations, and policy makers in order to understand and solve the problems of our communities.

CCREC supports ‘problem-based’ collaborative research aimed at addressing the state’s interrelated crises in the economy, education, employment, environment, health, housing, and nutrition. This research is grounded in and generated from the complex, entangled situations that comprise the actual challenges confronting communities and policy-makers. This research emanates not from within the confines of academic disciplines, but rather from the lived experiences of community members and from the policy knots that bind legislative and executive responses.

CCREC research, at the same time as it investigates the crises harming our communities and state and possible solutions to those crises, aims to establish public learning processes that enable community residents to deliberate about the challenges they face and make reasoned, evidence-supported decisions for the common good. CCREC is interested in projects that utilize technology in research, public learning, and dissemination processes.

Active engagement in communities and in policy settings can raise epistemic and ethical issues that are not satisfactorily addressed by traditional research methods, existing codes of ethics, and the requirements of Institutional Review Boards, especially around issues of advocacy, power, knowledge production, and dissemination. Collaborative researchers are struggling with myriad ethical dilemmas without the support of widely accepted and comprehensive epistemic and ethical standards. CCREC projects seek to insure that this growing field meets the highest standards.

COLLABORATIVE RESEARCH

CCREC uses “collaborative research” as an umbrella term for methodologies that actively engage communities and policy makers in the research process from start to finish. This means that university researchers, community-based organizations, and policy makers work together in framing the problems to be tackled and the questions that need to be answered; they work together to undertake the research and interpret the results for their significance for community and policy change; and they work together to disseminate the research findings and advocate for change. Collaborative research is engaged scholarship in action, in which university researchers, community members, and policy makers respect the knowledge that each partner brings to the

discussion so that together they might know better how to understand the complex problems facing our communities and how to design and implement research-based responses to those problems. While there are a variety of disciplinary approaches currently used by CCREC Fellows and Affiliates (such as, community based research, community based participatory research, engaged scholarship, participatory action research, and translational research), CCREC considers three elements to be central: (1) equity-oriented, (2) collaborative, and (3) community-based. As such, CCREC prefers the term Equity-Oriented Collaborative Community-Based Research (EOCCBR) to refer to the kind of work that the center supports through this grant program and other activities.

Previously funded projects can be found at: <http://ccrec.ucsc.edu/grants-projects/funded-projects>.

PLANNING & DEVELOPING COLLABORATIVE RESEARCH

The active engagement of communities and policy makers in the research process relies on careful early planning to bring stakeholders together, identify the research questions, and design the research as a whole. CCREC recognizes that this process is time consuming and requires resources, but is rarely supported in typical grant processes as it is typically expected that these will be already completed at the time of application. CCREC aims to promote collaborative research by providing grants that support these crucial early collaborations and processes of research design for projects that show significant promise of securing extramural funding for their implementation phase.

AWARD SUMMARY

We will award **planning and development grants of up to \$20,000** intended to support the crucial early stages of collaborative research projects that show significant promise of securing extramural funding for their implementation phase. CCREC especially encourages projects that call into question the structures that make inequity seem natural, necessary, and inevitable.

AWARD ELIGIBILITY & CRITERIA

- Have a UC Academic Senate faculty member or eligible UC researcher serve as PI;
- Address at least two of the CCREC focal areas (economy, education, employment, environment, health, housing, and nutrition) in an integrated way;
- Include community-based partners in substantive ways;
- Provide a clear connection between the proposed research and significant policy and/or community change; and
- Demonstrate continuous value-added benefits to the community.

We especially encourage:

- Projects that include more than one UC campus;
- Projects that include policy partners in substantive ways;
- Projects that work to create conditions that empower communities in political processes;

- Projects that create community capacity and opportunities for civic engagement;
- Projects with a regional focus; and
- Projects that include a graduate student training component.

CCREC will not fund university courses nor projects that primarily benefit university students, such as service learning projects.

PROPOSAL FORMAT & SUBMISSION INSTRUCTIONS

All proposals must be submitted using our web form, available at the CCREC website:
<http://ccrec.ucsc.edu/grants-projects/planning-and-development-grants>

NOTIFICATION & UC CAMPUS APPROVAL

Home campus departments and grants liaison offices must be notified and approve of proposal submissions, consistent with standard UC research and grant-making procedures.

RESEARCH SCHEDULE

Grants are awarded for one year (**September 1, 2014 - August 31, 2015**). We expect the proposed work to be completed according to your proposed timeline and generally not to exceed one year. Written requests for no-cost extensions of grants with an explanation of research exigencies must be submitted to the CCREC office at least forty five (45) days before the closure of the grant period (that is, no later than **July 15, 2015**).

REVIEW PROCESS

The CCREC Governance Council (and other experts in the CCREC research areas and collaborative research methods, as designated by the Governance Council) will review all grant proposals. Letters and contracts informing applicants of their award status will be emailed to each applicant by **May 16, 2015**.

REPORTING

All award recipients must submit a brief (500 words) **mid-year report** to the CCREC office by **February 27, 2015**. A **final narrative** (1500 words) on the completed project is **due by August 31, 2015**. Unless a **no-cost extension** has been approved in advance (**by July 15, 2015**), funds unexpended by August 31, 2014, must be returned to CCREC.

Award recipients will be expected to share their findings at CCREC-sponsored conferences, institutes, and colloquia, to provide postings for the CCREC website, and to participate in other relevant CCREC-sponsored activities. In addition, it is expected that award recipients will share their findings through other outlets that support deliberative engagement with the issues by the general public, policy makers, and researchers.

PUBLICATIONS AND PRESENTATIONS

Publications and presentations produced in part or whole with support from CCREC grants must acknowledge support from the Center for Collaborative Research for an Equitable California, a Multi-Campus Research Program of the University of California.

APPLYING

A. Basic Information Webform: <http://ccrec.ucsc.edu/grants-projects/planning-and-development-grants>

B. Project Narrative (limit 2000 words)

The project narrative should address the following:

1. Introduction
 - a. Research question(s), purpose of project, and significance, including potential impact of the project not only within the study site, but also in relation to similar California communities
 - b. Explanation of the CCREC focal areas to be addressed (education, employment, health, nutrition, housing, and environment) and how they will be integrated
 - c. Relationship to existing research and theoretical framework
2. Methodology and timeline, including the approach to collaboration, and an explanation of how the proposed collaborative research will impact policy and/or community change
3. Identification of structures put in place to insure that the ethical issues in collaboration are raised and addressed, as well as to insure value-added benefits to the community
4. Role of Principal Investigator, Co-PIs, and major partners
5. Statement on strategy for future funding
6. References cited (not counted in 2000 word limit)

C. Budget/Budget Justification

A detailed, itemized budget and budget justification must be submitted with the proposal. Please elaborate as much as you can on the following:

- Funds may **not** be used for **indirect costs or to support university courses**.
- **Faculty salaries** (including summer support) are **not** an allowable expense.
- **Graduate student support** and/or **Community Partner support** are allowable expenses, but cannot exceed 50% of the total budget. The role of each person to be supported by grant funds should be clearly defined.
- **Travel** should include destination, purpose, number of trips, type of travel (economy class airfare only), daily food and lodging expenses, and number of days covered.
- **Research Supplies** may include acquisition of data (specify type of data) and project-specific expendable supplies. Funding for durable general-purpose equipment, such as computers and video or digital cameras, is not allowed.

- List **current and pending support** related to this project. If new funds are being requested for an ongoing project, provide justification for the added contribution that would be supplied by CCREC funding. Pending applications for outside funding will not influence CCREC's decisions to fund a proposal.

D. CV

Vita of no more than six pages for the PI.

E. Appendices

These might (but need not) include questionnaires, descriptions of technical procedures, or letters of support from co-PIs, partner community organizations and policy makers, and/or other collaborators. Please note that verification of commitment is required for all community/policy collaborators named in the grant application (letter or email format are both acceptable).

F. Deadline

All application materials must be submitted online as a single pdf document by Friday, March 21, 2014 at 5:00PM. Late submissions will not be considered.