

## 2017 - 2018 Community-Based Research Grants Application

**Deadline: Sunday, April 9, 2017 by midnight**

\*2017-2018 Applications will be combined with URSCO Undergraduate Research Grant Applications Online applications will be available at this link:

[http://ursco.uncg.edu/funding/urca/CE\\_URCA.php](http://ursco.uncg.edu/funding/urca/CE_URCA.php)

**Faculty Award:** up to \$1,500 (*state funds deposited into department account*)

**Undergraduate Student:** \$3,000 award (*see funding section for instructions & deadline to apply*)

**Graduate Student:** \$500 award to be awarded to a graduate researcher

### Purpose

The community-based research (CBR) initiation grant supports proposals that represent collaborative partnerships among community partner, student, and faculty teams. Projects should advance the development of community partner capacity, enhance student learning through the high impact practice of undergraduate research, and facilitate the evolution of faculty-engaged scholarship. The goal of this community-based research grant is to support the agenda of each team member while simultaneously grounding the process in mutual development of all three entities.

We seek projects that demonstrate *community-engagement*, as defined as “activities that are undertaken **with** community members in a context of reciprocal partnership.” Preference will be given to those proposals that:

- (1) Exemplify collaborative, reciprocal processes that recognize, respect, and value the knowledge, perspective, and resources shared among partners
- (2) Serve a public purpose (as identified by the community member), builds the capacity of each of the individuals, groups, and organizations involved to understand and collaboratively address issues of public concern<sup>1</sup>

### Criteria for Eligibility

Applicants can be from any academic discipline or community agency (including non-profits, schools, and government agencies). All UNCG full-time faculty members are eligible. Students can have part-time or full-time undergraduate or graduate status, and may pursue academic credit for some aspect of their research. Teams that include both undergraduate and graduate students will be given preference; however, ALL teams must have at least one faculty member, one community partner, one undergraduate student, and one graduate student. The team is not to exceed six members, and may not include class-based projects (independent studies are allowable). The primary faculty member must have access to departmental state funds into which the grant can be deposited (unless arranged otherwise with OLSL).

### Criteria for Evaluation

Applications will be reviewed based on the quality of the community-engaged research grant proposal.

Acceptable proposals should include:

- (1) Research questions that originate from a need for information to address specific community-based interest, support faculty scholarship identity, and when possible are identified through relationships with community partners.
- (2) Community partners, students and faculty members as participants in *all* stages of the research process.
- (3) Analysis of the causes of community identified topics and offer team-based strategies for change.
- (4) Dissemination of results to the community/agency involved in the study, as well as to the UNCG and greater academic communities.
- (5) Clearly articulated student-learning outcomes.

### **Funding**

Funds may be requested up to \$1,500 to be transferred to the faculty member department's **state fund** for research support of additional student support upon proposal acceptance. These funds are not to be used to pay the faculty member.

### **Undergraduate Researcher Award**

Funds up to \$3,000 for undergraduate student research stipends requested through the Undergraduate Research, Scholarship and Creativity Office (URSCO) and are awarded directly to the student in the spring.

### **Graduate Researcher Award**

Funds \$500 graduate student research awards are awarded directly to the student by the graduate school and/or OLSL.

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<sup>1</sup> *Community Engagement: Terms and Definitions for Promotion and Tenure Guidelines*, Office of Research and Economic Development. <http://communityengagement.uncg.edu>

### **Submission and Notification Procedure**

All application materials should be submitted electronically at the following link:

1. Title Sheet (*1 page*)
  - a. Names, titles, and contact information for all research team members
  - b. Title of research project
  - c. Statement of whether research requires IRB approval. If so, please provide the IRB protocol number *or* when you plan to submit your IRB.
2. Project Narrative (*max. 4 pages, single-spaced*) (*It is acceptable to paste info from a URCA application*)
  - a. Title of research project
  - b. Research question(s)
    - Address the specific aims of the study
  - c. Background and Significance
    - Explain how this study advances disciplinary scholarship, as well as community- identified interests
  - d. Research Design and Methods
    - Describe the research strategy and the methods the team will use.
    - Explain why this particular research strategy is the most appropriate way to answer the proposed research question.
    - Include relevant literature and citations on methodologies to provide the review team with adequate grounding in the research strategy proposed.
  - e. Roles of Research Team
    - Faculty member(s) – what activities and responsibilities are expected?
    - Community partner(s) - what activities and responsibilities are expected?
    - Undergraduate student(s) - what activities and responsibilities are expected?
    - Graduate student(s) - what activities and responsibilities are expected?
  - f. Project Timeline
    - Reports and presentations are due to OLSL by April 2018. What activities and products do you expect to have completed by then? What activities and products will be completed or presented after April 2018?
  - g. Budget
    - Faculty Research Support Requested
    - Undergraduate Research Support Requested
    - Justification of the award amounts

#### h. Demonstrated Outcomes

- How will the proposed research enhance understanding or performance of the community partner/agency?
- How will impact of the research on the community be assessed? Or, how will you know that the research has been useful? When will evaluation or assessment take place?
- How will the proposed research advance understanding of the faculty member(s) scholar identity, development of community partner capacity, and student learning through the high impact practice of undergraduate research?
- How will the proposed research contribute to the students' academic development?
- How will findings be disseminated to the community/agency and academic disciplines?

3. Completed applications should be submitted by Sunday, April 9, 2017 by midnight. If you have questions about the application process please contact Lauren Cunningham with OLSL at 336-256-1085 or via email at [lauren.cunningham@uncg.edu](mailto:lauren.cunningham@uncg.edu). The CBR grant selection committee will assess applications. The faculty partner on the CBR team will be notified of funding status

#### **Expectations of Funded Research Teams**

1. Participation in relevant professional development events sponsored by OLSL.
2. Research team presents study results at the Community-Based Research Presentations in Spring 2018.
3. Undergraduate researchers must present at the Spring 2018 Undergraduate Research & Creativity Expo sponsored by the Undergraduate Research, Scholarship and Creativity Office (URSCO)
4. Graduate researchers must present at the Graduate Research & Creativity Expo, Spring 2018.
5. Research team must submit an electronic report of the study's findings by May 15, 2018.
6. All members of the research team must complete an evaluation of the CBR grant program.

#### **Desired Outcomes**

There are numerous outcomes of community-based research that result in benefits to faculty members, community partners, and students. A few highlights of desired outcomes for stakeholders include:

##### **Faculty:**

- Enhanced relationships with community partner.
- Growth in scholarly identity around engaged teaching, research, and public service.
- Professional development through shared learning.

##### **Community Partners:**

- Support of agency's mission and goals.
- Fulfillment of valuable needs and increased organizational capacity.
- Expansion of visibility and constituency base through collaboration with the University.

##### **Students:**

- Improved research, writing, and analytical skills.
- Enhanced understanding of local and societal issues within a global context.
- Gains experience in teamwork, service, and community leadership.
- Develops awareness of civic identity.

### ***UNCG Signature Page for Community-Based Research Grant Funding***

#### **Financial Agreement:**

1. The Research Team Faculty Member (RTFM) identified above agrees to act as the primary contact for OLSL.
2. The RTFM's department will receive up to a \$1,500 research award transferred to a state university fund (110000-119999) within an operational account.

#### **Responsibilities of Research Team Faculty Member(s):**

1. In conjunction with the community partner(s) and students(s), the RTFM will design, implement, and report on the community-based research project identified in the Spring 2016 research proposal submitted to OLSL.
2. Community partner(s) and student(s) will participate in all stages of the research project (as appropriate and identified in the proposal).
3. Disseminate knowledge gained and findings to all partners.
4. Provide students on the research team with opportunities to acquire knowledge and skills for research and active civic engagement.
5. A written report must be filed with OLSL on or before May 15, 2017 when the study is completed as outlined in the proposal. Content must include: Executive summary, Background/Significance of the Study, Purpose of Study, Research Questions, Research Strategy/Methods, Findings, Implications/Recommendations, and Protocols (unless otherwise agreed upon by the researchers and OLSL).
6. A final PowerPoint presentation, with handouts, will be scheduled by OLSL in March 2017.
7. The final PowerPoint and report may be posted to the OLSL website in the Community-Based Research section (unless otherwise agreed upon by the researchers and OLSL).
8. If any of the following occurs, the RTFM's department will forfeit his/her award and may owe OLSL up to \$1,500, payable before June 1, 2017: Research is not conducted; a final report is not submitted; and/or a final presentation is not made.

#### **Evaluation Criteria for Funded Research Teams**

Funded community-based research projects must include:

1. Research questions that originate from a need for information to address specific community-based interest, support faculty scholarship identity, and when possible are identified through relationships with community partners.
2. Community partners, students and faculty members as participants in *all* stages of the research process.
3. Analysis of the causes of community identified topics and team-based strategies for change.
4. Dissemination of results to the community/agency involved in the study, as well as the UNCG and greater academic communities.
5. Clearly articulated student-learning outcomes.

#### **Expectations of Funded Research Teams**

1. Research team participates in Community-Based Research Network lunches.
2. Research team presents study results at the Community-Based Research Presentations in Spring 2018.
3. Undergraduate researchers must present at the Spring 2018 Undergraduate Research Expo sponsored by the Undergraduate Research, Scholarship and Creativity Office (URSCO).
4. Graduate researchers must present at the Graduate Research & Creativity Expo in Spring 2018.
5. Research team must submit an electronic report of the study's findings by May 31, 2018.
6. **All** members of the research team must complete an evaluation of the CBR grant program.

*All members must sign in agreement to active membership on Community-Based Research Team as outlined above. Signatures may be sent via e-mail from team members in lieu of signing this document.*

***Approvals:***

<b>Department Head/Chair (print name):</b>	<b>Department Head/Chair Signature:</b>
<b>College/School Dean (print name):</b>	<b>College/School Dean Signature:</b>
<b>Community Partner/Agency:</b>	<b>Title/Position:</b>
<b>Contact Name (print name):</b>	<b>Community Partner Signature:</b>
<b>Faculty Member (print name):</b>	<b>Faculty Member Signature:</b>
<b>Department/Program:</b>	<b>Title/Position:</b>
<b>Undergraduate Student (print name):</b>	<b>Undergraduate Student Signature:</b>
<b>Major and Minor:</b>	<b>Classification:</b>
<b>Graduate Student (print name):</b>	<b>Graduate Student Signature:</b>
<b>Department/Program:</b>	<b>Degree Sought:</b>