

Tisch College Community Research Center at Tufts

Request for Proposals, Fall 2017

The Tisch College Community Research Center at Tufts (TCRC) is a collaborative of Tufts researchers and community representatives from Boston, Cambridge, Somerville, and Medford. This RFP solicits requests for funding of university-community collaborative research projects. (For more information on previously funded projects, see: <https://tischcollege.tufts.edu/research/terc/research>).

Application is due by 5:00 pm on Friday, November 3, 2017.

Grant Specifications:

- 1) Funding available: One/two awards with total funding (all awards combined) of up to \$18,000.
- 2) Funding must be used by June 30, 2018. It will not be possible to carry funds forward past that date.
- 3) A final report on the project must be submitted by August 31, 2018, unless an extension is approved. The report should include information about the process and community involvement as well as the research. We also request that grantees present their work at a TCRC steering committee meeting.
- 4) Tisch College Community Research Center must be credited in any products of the project.

RESEARCH SCOPE:

- 1) Proposals are highly encouraged but not required to address urgent or overlooked issues identified by community groups and/or issues related to Tufts host communities (Somerville, Boston Chinatown, Medford, Grafton)
- 2) Proposals may be from any discipline, program, or department. We are especially interested in interdisciplinary proposals across Tufts University schools, programs, and departments.
- 3) Applicants should focus on using seed funding to develop a larger research proposal.

TUFTS-COMMUNITY PARTNERSHIPS:

- 1) New, developing, or existing partnerships are welcome to apply.
- 2) Applicants' research team must include at least one Tufts-based researcher with a faculty appointment and at least one representative from a community-based organization (the Tufts faculty should be PI). We encourage inclusion of one or more Tufts students. <http://www.ccpb.info/> has information about community-university collaborations.
- 3) Applicants should clearly describe the nature of their community-university collaboration. The collaboration must be maintained throughout the project. There should be sharing of project information, including results, between partners. Community partners should be given the opportunity to be included as co-authors on any publications.
- 4) Community partners must be community-based organizations that are non-profits (501c3).

OTHER APPLICATION REQUIREMENTS

- 1) Applicants must clearly indicate how the TCRC funds will be used by providing a brief line-item budget and justification (stipends, hiring a research assistant, etc.) It is discouraged to use funds for faculty time.
- 2) If any of the partners have been prior recipients of TCRC grants they must specify the year of funding, the project title, and certify that final reports were submitted to and accepted by TCRC.
- 3) Applications should specify whether they will involve human subject research. All projects involving human subjects as research participants will have to be submitted for approval or exemption to the Tufts Institutional Review Boards either on the Medford campus (social, behavioral, educational research) campus or Boston (biomedical). Projects requiring human subjects-approved protocols should anticipate the time that will be needed for approval as well as training of research team members, including community partners. Details are available here: <http://www.tufts.edu/central/research/IRB/>

Submission process:

Applications should consist of no more than 3 pages (Times New Roman 12-point type, single spaced, 1-inch margins) of narrative, not including budget, justification and any references (all of which should be brief). The structure of the narrative is discretionary.

Signed letters, on letterhead, from all partners indicating that they have agreed to participate in the proposal must be included.

Final applications should be submitted as an email attachment (preferably in a single PDF document) to dougbrugge@gmail.com. For more information contact Doug Brugge, Director of TCRC, via email at dougbrugge@gmail.com. One-on-one phone calls or meetings to discuss this RFP can be scheduled.

NOTE: The funded application will be eligible for technical assistance from the director and steering committee of TCRC during the implementation of the research should they seek it.