



Center for Environmental Health and Susceptibility (CEHS)

Environmental Health Disparities and Environmental Justice Planning Grants 2021-2022-2023

REQUEST FOR PROPOSALS

DEADLINE: November 5, 2021

The UNC Center for Environmental Health and Susceptibility (CEHS) announces the availability of **\$5,000 planning grants** to support project teams in preparing proposals for future pilot projects focused on **Environmental Health Disparities (EHD) and Environmental Justice (EJ)**, as defined by the National Institute of Environmental Health Sciences (NIEHS): <https://www.niehs.nih.gov/research/supported/translational/justice/index.cfm>. These planning grants will lay the groundwork for future proposals that will include epidemiological, or social scientific investigations of health conditions that burden people experiencing poverty or people with lower incomes, and those with health disparities. Planning grants may be used to build collaborations between UNC faculty members and community leaders and/or community-based organizations (CBO), conduct preliminary investigation into an EHD/EJ issue in a community, or build capacity within a community-based organization to conduct future research on an EHD/EJ issue. Review criteria for proposals are described below and will emphasize the overall goal and proposed objectives, the feasibility of the proposal, the importance of the problem, and the experience of the project team.

ELIGIBILITY: Any member of the **UNC Chapel Hill faculty** (tenured/tenure-track or fixed term), representative of a **community-based organization**, or **UNC postdoctoral scholar** with a collaborating faculty member as co-PI. Applications from community-based organizations are encouraged. These organizations may identify a UNC faculty collaborator at the time of their application or will be assisted in developing a partnership with a faculty member during the planning grant period. The absence of an identified collaborating faculty member will not count against a planning grant application.

BUDGET: Total budget requests cannot exceed \$5,000 and must be expended within a 12-month period: 03/01/2022 - 2/28/2023. Faculty members should prepare a budget following typical NIH format. CBOs may obtain assistance in preparing a budget. **Please contact CEHS Business Manager Todd Downes (todd.downes@unc.edu) for budget-related support and questions.** No carryover of funds past the end of the budget period will be allowed. Funding for food is not allowable under NIH rules.

Allowable expenses:

- Appropriate personnel expenses that are commensurate with effort and engagement
- Meeting costs including facility rental as required
- Travel reimbursements (e.g., hotel, airfare, personal vehicle mileage)
- Funds required to support active participation of community groups, including childcare expenses and participation incentives
- Supplies for meetings
- Printing
- Postage
- Wifi hotspot devices, monthly service fees

SUPPORT FROM THE CEHS COMMUNITY ENGAGEMENT CORE (CEC): The CEC works with public health professionals and secondary science/health teachers in NC to increase understanding of environmental health sciences research and reduce harmful environmental exposures in homes and communities. The CEC also fosters dialogue between CEHS researchers and community partners to inform responsive research and effective science communication. CEC Director Dr. Kathleen Gray and CEC staff members are available to answer questions about this RFA, help interested applicants identify potential partners, and explain the CEHS research foci and current CEC activity. **If you have questions as you develop your application, please contact Dr. Gray (kgray@unc.edu).**

APPLICATION FORMAT: Please tell us your story, using the information requested below. If you would like to include images, audio files, videos, or other materials to support your application, you are welcome to do so. If you need support or assistance in developing your application, we suggest attending one of the information sessions identified below or contacting Dr. Kathleen Gray.

Please submit the following materials as a single PDF:

- **Application Cover Page.** This page should indicate the Principal Investigator (PI). For the purpose of this proposal, the Principal Investigator is the faculty member or community group member who will be the recipient of the funds and will be responsible for ensuring that the objectives of the application are met. The PI can be a faculty member, community leader, and/or CBO officer. If there is more than one PI, please designate a single contact PI.
- **Project Overview.** This is part of the Cover Page and should be approximately 5 sentences in length. What are you trying to do in this planning period, and why? Why is this issue important?
- **Proposal.** (approximately 2 pages)
 - *Specific aims:* What are the goals of this planning grant? (approximately 1/4 page)
 - *Significance:* Describe the EJ or EHD issue that you propose to focus on in this planning grant period and its importance. (approximately 0.5 page)
 - *Approach:* What are you proposing to do in this planning period and how will you do it? Identify 2-3 objectives that will guide your proposed work. How will you determine whether your process has been successful? How will you evaluate your activities? (approximately 1 page)
 - *Impact:* What do you hope to achieve through this planning process? (1 paragraph)
- **Budget and Justification** (explanation of all proposed planning expenses, not to exceed \$5,000)
- Faculty applicants should submit an **NIH biosketch**, and community organizations should submit **resumes and background information on the history and accomplishments of the community organization and the constituents that the organization of community leader serves**. This information should not exceed 4 pages.

We will hold two Zoom sessions to respond to questions from community groups who are considering submitting applications. There will be no formal presentations during these sessions, which will be held on **October 12, 2021 from 4-5pm** and on **October 14, 2021 from 5:30-6:30pm**.

Applicants should submit a single PDF file with all written material. Any accompanying videos, images, or audio files should have the same file name. The file should be sent as an email attachment to the CEHS Associate Director, Michael Sanderson, sanderson@unc.edu. Applications are due by midnight November 5, 2021.

APPLICATION REVIEW CRITERIA:

Each application will be reviewed by the CEHS Internal Advisory Board and a member of the [CEHS Stakeholder Advisory Board](#). The following items will be scored.

1) Goal and Objectives

- Is the planning goal attainable in a one-year timeframe?
- Are the objectives specific, achievable, and measurable?
- Will this planning grant lead to a mutually beneficial, multi-directional relationship between a community group and academic institution? Are the environmental problems identified aligned with the mission of NIEHS (<https://www.niehs.nih.gov/about/strategicplan/index.cfm>)?

2) *Significance/ Importance of the problem*

- Does the applicant describe a current EJ/EHD issue?
- Have the applicants justified the inclusion of specific communities or community-based organizations?

3) *Approach and Impact*

- Is the proposed activity [activities] clearly described – Who, What, When, and Where?
- How do you propose to accomplish the aims [objectives]?
- Is the approach feasible to accomplish within the timeframe and budget provided?
- Has the applicant identified evaluation metrics they will use to determine whether the planning process has been successful?
- Will the planning grant lead to a mutually beneficial relationship between a community partner and UNC faculty member(s) or postdoctoral scholar(s)?
- Does this planning grant proposal demonstrate an approach toward a broader pilot project that addresses the overall EJ/EHD problem?

4) *Expertise of faculty and community group*

- Does the faculty or postdoc have the expertise to steer the planning or community engaged research?
- Does the community partner/CBO demonstrate capacity to accomplish the objectives/aims in this proposal?

5) *Demonstrated need (if applicable)*

- The budget of the CBO is less than \$50K (or \$100K)
- The CBO leadership and/or faculty represent groups that have been socially or economically marginalized
- The CBO serves constituents that have been socially or economically marginalized.
- The proposal describes a planning process that is community-driven and centers equity.

APPLICATION SUBMISSION:

Applications are due by November 5, 2021. Applicants should submit a single PDF file, **sent as an email attachment to CEHS Associate Director Michael Sanderson (sanderson@unc.edu)**. If you need assistance in submitting your application, please contact Mr. Sanderson. You may include links to videos, audio files, or other materials in the body of the email message.

Timeline of Successful Planning Grants: Please note that these planning grants are intended to enable UNC faculty or postdocs and CBOs sufficient lead time to establish the information and relationships necessary to develop a compelling EHD or EJ-focused pilot project application. Although the budget period for this planning grant is 1 year (3/1/2022 – 2/28/2023), the 2022 announcement of funding for an EJ/EHD pilot project will be released in September of 2022 (7 months from the start of the planning period). Therefore, projects are expected to complete the majority of their planning activities within the first 6 months of the award.

- September 24, 2021: RFA for EJ/EHD planning grants released
- November 5, 2021: Planning grant proposals due
- January 12, 2022: Planning grant awards announced
- March 1, 2022: Budget and Planning grant budget period begins

- **September 24, 2022 RFA for EJ/EHD Pilot Project Grants Released*
- **November 5, 2022 EJ/EHD Pilot Grants Due*
- **January 12, 2023 EJ/EHD Awards Announced*
- **March 1, 2023 Budget Period for EJ/EHD Pilot Grants begin*



Center for Environmental Health and Susceptibility (CEHS)
Environmental Justice Planning Grants 2022-2023

APPLICATION DEADLINE: November 5, 2021

APPLICATION COVER PAGE

Project type <i>(circle one)</i>	Single Investigator or Team Science
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Project Title	
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Principal Investigator <i>(Last name, First name)</i>	
Title/Academic Rank or Community Organization Title/Affiliation	
UNC Department/School (if applicable)	
E-mail address	
Telephone number	

Other Collaborator <i>(Last name, First name)</i>	
Title (if applicable)	
Agency/Organization	
E-mail address	

Names and Departments of Co-Investigators - <i>(Last name, First name, Academic Rank if applicable, Department if applicable)</i>

Project Overview