

## **2019 REQUEST FOR PROPOSALS FOR GPCAH PILOT/FEASIBILITY PROJECTS**

**March 2019**

### **GPCAH Mission**

The Great Plains Center for Agricultural Health (GPCAH) is a National Institute for Occupational Safety and Health (NIOSH)-funded Center for Agricultural Disease and Injury Research, Education, and Prevention. The GPCAH is dedicated to protecting the health and safety of farmers, ranchers, farm workers, their families, and agricultural community members in the Midwest and beyond. The goals of the Center are achieved through basic and applied research, education and training, community outreach, and translation of research findings into effective interventions for the prevention of agricultural injury and illness.

### **Pilot/Feasibility Projects Objectives**

The objective of this small grant program is to serve as an incubator for new agricultural health and safety research, prevention, intervention, community outreach, and translation projects that have high likelihood of leading to more comprehensive projects or activities. Each project may be funded up to **\$30,000** total cost and all funding is conditional on availability of funds allocated by the federal government to the GPCAH. (See “Funding”, below). It is anticipated that the GPCAH will fund three or four projects during this funding cycle. Project timelines may extend from 12 to 18 months depending on the scope of the project. ***Pilot projects addressing mental health, sleep deprivation, safe transport and handling of commodities (e.g. grain, hay), and slips, trips, and falls prevention, are especially encouraged.***

### **Eligibility**

All persons with an interest in agricultural health or safety and appropriate knowledge, skills, and resources are invited to collaborate with an “eligible institution” to prepare an application. “Eligible institutions” include 1) for-profit, non-profit, and public or private institutions, 2) units of local or state government and eligible federal agencies, 3) units of local and state tribal government, and 4) faith- or community-based organizations.

Individuals from under-represented racial and ethnic groups as well as individuals with disabilities are especially encouraged to apply. We are accepting pilot project proposals from within our nine-state region (Iowa, Illinois, Kansas, Minnesota, Missouri, North Dakota, Nebraska, South Dakota, and Wisconsin) and from Michigan, Indiana, and Ohio. Projects from outside this region will be considered to the extent that they address agricultural safety and health issues of relevance to agricultural producers and communities of the upper US Midwest.

### **Academic projects:**

The GPCAH encourages applications from new academic/scientific investigators (including graduate students) and those newly interested in agricultural safety and health research. Such investigators are encouraged to apply in collaboration with experienced health scientists. Applications from all investigators will be reviewed, however, regardless of applicant seniority. Academic track projects should have a specific scientific hypothesis and should aim to advance the state of scientific knowledge relevant to the prevention of agricultural illness and injury.

### **Community-based projects:**

In addition to academic investigators, the GPCAH also encourages applications from community-based agricultural safety and health organizations and non-academic health and safety practitioners. Community-based outreach and translation projects should have an emphasis on the *practical application* of agricultural health and safety knowledge among agricultural producers for the purpose of preventing agricultural illness and injury. The purpose of these grants is to develop and test new and innovative outreach and educational methods as well as to simultaneously enhance organizational capacity to address agricultural safety and health needs.

Applications for Community-based outreach and translation projects likely to be funded are those that will result in (1) improved health and/or safety practices or (2) enhanced service delivery by the applicant organization. We will *not* review applications requesting funds for general operating expenses.

When requested, we will make efforts to link partnering community-based organizations with an appropriate academic specialist in agricultural health to promote collaboration between research institutions and community organizations and to assist in the development of a successful proposal application.

### **Funding**

**Availability of funds for these proposals is conditional on funding of the GPCAH by NIOSH, a federal research institute (we anticipate receipt of such funds but are unable at this time to guarantee their availability).**

Funding for pilot projects is available for the usual categories of NIH grant direct costs including personnel salary and fringe, supplies, equipment, data analysis activities, office expenses, and travel necessary for project completion (travel does not include attendance to trade, technical, or professional association meetings). **The maximum permitted budget for a project is \$30,000. Applicants at relevant institutions would need to include indirect/F&A costs in their budget submission.**

### **Review Process**

Pilot project grant applications will be evaluated by a review panel of experts both internal and external to the GPCAH. Reviewers follow procedures similar to those used by federal scientific review panels (see <http://grants.nih.gov/grants/guide/notice-files/not-od-09-024.html>) and will consider priorities expressed in the "Priorities" section of CDC NIOSH PAR-11-022 (<http://grants.nih.gov/grants/guide/pa-files/PAR-11-022.html>). A written critique will be provided to the PIs of all pilot grant applications deemed responsive to the pilot grant program, regardless of funding decision.

Review criteria for both academic and community organizations available at <https://gpcah.public-health.uiowa.edu/gpcah-pilot-grant-program/>

### **Awards**

Proposal reviews will be completed and applicants will be notified of funding status approximately 60 days following the due date for proposals.

Each award will be for a maximum duration of 18 months. Funds (if allocated by NIOSH to the GPCAH) will become available *October 1st, 2019*. The work scope of funded projects must be completed and all expenses incurred by:

- *September 30, 2020* for projects with a 12 month timeline
- *March 29th, 2021* for projects with an 18 month timeline

**The release of funds to applicant organizations is contingent upon compliance with federal regulations.**

Investigators conducting research involving *humans and/or animal subjects* are encouraged to initiate any applicable human subjects (IRB) or animal care review approval or certification processes as soon as possible. If you have questions regarding whether or not your project requires IRB approval, please contact Jenna Gibbs, Center Coordinator ([jenna-gibbs@uiowa.edu](mailto:jenna-gibbs@uiowa.edu), 319-335-4405).

**Reporting Requirements**

The principal investigator of each funded project is required to provide the following reports:

- Mid-project – brief written progress report
- Project-end – brief written progress report
- Impact survey –in years 2-5 following completion of a project, the principal investigator will be asked to respond to a brief survey to evaluate the ongoing impact of the funded project. The survey will ask about (1) long-term outcomes, (2) presentations and publications resulting from the project, (3) professional collaborations established as a result of GPCAH support, and (4) additional grants and contracts resulting from the project (i.e., that project results led to or supported an application for funding).

Publications, journal articles, presentations, and similar works relating to GPCAH-supported community partnering projects are required to include the following statement: *“This [identify the project] was supported, in part, by grant number U54 OH007548 from CDC-NIOSH. Its contents are solely the responsibility of the authors and do not necessarily represent the views of the CDC, NIOSH, or the Great Plains Center for Agricultural Health.”*

**Additional Assistance**

Applicants are encouraged to contact Jenna Gibbs, Center Coordinator ([jenna-gibbs@uiowa.edu](mailto:jenna-gibbs@uiowa.edu), 319-335-4405) or Fred Gerr, Center Deputy Director, ([fred-gerr@uiowa.edu](mailto:fred-gerr@uiowa.edu), 319-335-4212) with questions.

**Application Format and Content**

Proposals should include the following sections:

<b>Required Sections:</b>	<b>Page Limit</b>
1) <b>Cover letter</b> Include project title Signed by an appropriate official and written on organization letterhead Please include 1-2 sentences about the project’s potential impact	1
2) <b>Front page</b> Date, title, investigator/organization name(s), affiliation, project duration (12 or 18-month), and project summary or abstract (150 word limit)	1
By submitting this proposal, you agree to the following ( <u>which must appear on the front page of your application</u> ):	
<i>This pilot grant application is not currently under review by any other grant administering program. If I submit this pilot grant application (or an application with similar aims) to another funder while it is under review by GPCAH, I will notify GPCAH. I understand that failure to comply with this policy is grounds for rejection of the application and withdrawal of any funds that may be awarded.</i>	
3) <b>Research plan</b> (academic track) <b>or Program plan</b> (community based outreach track)	5 (total for plan)

- A) Specific aims
  - B) Background and significance to agricultural safety and health
  - C) Preliminary studies or community-based projects
  - D) Methods or approach and anticipated benefits to agricultural health
  - E) Evaluation plan
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- 4) **Potential for future funding and plans for dissemination of results** 1
  - 5) **References** No page limit
  - 6) **Budget and budget justification** 2
  - 7) **Timeline and milestones** (can be 12 or 18 month timeline) 1
  - 8) **Biographical sketch** (academic track) **or CV/Resume** (community based outreach track) 2 (per Investigator)  
Academic track applicants should use PHS 398 formatting  
Graduate students must include a letter of support from a faculty member
  - 9) **Letters of Support** No page limit  
Collaborative relationships must include a letter from the collaborator affirming his/her willingness to collaborate on the project
  - 10) **Appendices** No page limit  
Items may include: surveys/questionnaires, background information on web tools or smartphone apps, training materials, maps, etc.

**Application Submission Procedure**

**Send by electronic mail one copy** of the signed cover letter and one complete PDF version of the full proposal to both [jenna-gibbs@uiowa.edu](mailto:jenna-gibbs@uiowa.edu). When submitting your application, you must:

- Include the words ““GPCAH Pilot Grant Submission” in the subject line of the pilot grant proposal submission email.
- Check for a confirmation email from the Pilot Project Coordinator ensure receipt of your email. If this does not happen within a week, call the Pilot Project Coordinator, Jenna Gibbs, at 319-335-4405. YOUR APPLICATION HAS NOT BEEN RECEIVED IF YOU DO NOT GET A CONFIRMATION EMAIL.
- Ensure that your application was *received* by GPCAH staff by the close of business on Monday, July 1st, 2019. Confirmation emails from the Project Coordinator may occur after this due date.