Urban Health Institute COVID-19 Small Grants
For Research, Program Development, and Program Expansion

REQUEST FOR PROPOSALS

Application Due Date: April 15, 2020
Award Date: April 25, 2020

The Johns Hopkins Urban Health Institute is launching this funding opportunity to stimulate and advance community-university collaborations around research, program development, or program expansion related to responding to community needs and mitigating the health and health equity impacts of COVID-19.

The funding levels are:
1. Community-Faculty Research or Program Development Projects (up to 3 at $25,000 each)
2. Community-Student Research or Program Development Projects (up to 2 at $10,000 each)

In each category, community-based organizations are required to partner with a student or faculty. A cover page with original signatures of both the Hopkins and community partner is required.

Eligibility
For student-community projects, all undergraduate, graduate, and post graduate students at The Johns Hopkins University are eligible to apply. The student must remain enrolled for the duration of the project. All student applicants must submit a signed advisor checklist (download here).

For faculty projects, those who are eligible include scientists, assistant professors, associate professors, and full professors of all schools of The Johns Hopkins University.

All projects require at least one collaborating community-based organization in Baltimore and an individual identified within that organization who is a partner in the project.

Proposal Requirements
All proposals need to include the following:
• Cover Page: use the provided template (download here).
• Abstract: a brief summary of the project (not to exceed 200 words).
• Project Narrative: the project narrative should not exceed three pages single-spaced. Please use 1-inch margins. The requested format of the application is as follows:
  o Introduction
  o Specific aims: Including a clear statement of the research questions for research proposals, and a clear statement of project goals for program development or program expansion.
Methods: describe how you plan on accomplishing the specific aims
- Dissemination plan: Outline the plan for sharing research findings and/or highlighting program successes and lessons learned
- Significance: Indicate the implications for programs or policy as well as how the proposed work will lead to further activities that will advance the health and well-being of Baltimore City residents.

- Proposed Budget: use the provided template (download here). Include direct costs only, i.e., those costs that can be identified specifically with the project. Indirect costs are not permitted. At least 50% of the budget must be used to support the expenses of the community-based organization.

- Budget Justification: provide a narrative that clearly describes each cost element and explain how each cost contributes to meeting the project’s objectives/goals. Be sure to list all additional funding sources for this project. If any part of this project is currently funded or is pending funding by another source, list the funding organization, total support amount, and dates of support.

- Biographical Sketches of Hopkins and Community Partners: Attach biographical sketches for all persons contributing to the project; at least two biographical sketches must be attached (one for the community partner and one for the university partner). Each biographical sketch should be one page or less and include: name, current contact information, and professional experience.

Application Review Information
Applications will be reviewed by a team of Hopkins and community members. A detailed review of each application will not be provided; rather, feedback will be limited to a notification of grant award.

Review Considerations
Funded proposals must show clear evidence that the collaborating individuals/organization have been involved with the development of the proposed plan and explain how they will be involved for the duration of the project.

Funding Specifications and Restrictions
Funding can be requested to support all activities justified in the budget. Awards are for a 6-month continuous budget. Requests for a one-time no-cost extension will be considered on a case-by-case basis.

Reporting Requirements
Award recipients will be required to provide both an interim (3 months after start date) and a final report of their project or study (within 7 months of start date). A final financial report may also be requested. Applicants must agree to credit the UHI for any products and publications that result from the awards (e.g., “this project was supported through a grant from the Johns Hopkins Urban Health Institute”).

Questions?
Please contact Amy Gawad at agawad1@jhu.edu.

Proposals must be submitted electronically to urbanhealth@jhu.edu no later than 5:00 pm on April 15, 2020.