



2020 Request for Proposals (RFP)

Leahi Fund for Pulmonary Research

Phase I – Planning Grant: An Interdisciplinary Community-Based Research Program for Improving the Outcomes of Disparate Communities in Hawaii Suffering from Respiratory Conditions and Infirmities

Deadline: Tuesday, March 3, 2020, 4:00 p.m. HST

Overview:

The Leahi Fund for Pulmonary Research was established at the Hawai'i Community Foundation (HCF) in 1994. The purpose of the Leahi Fund is *"to support programs of research and education in, and the prevention of, pulmonary disease."* The Leahi Fund Advisory Committee will review all proposals on a competitive basis and make recommendation for grants that are most consistent with the purpose and priorities of the fund.

Purpose:

The purpose of this Request for Proposals (RFP) is to acquire information from qualified and experienced Clinical Research Investigators who are interested in conducting research related to the prevention and treatment of pulmonary conditions that are relevant to Hawaii and its local communities. The overarching goal of this research opportunity is to **achieve health equity by improving the care of rural and/or underserved communities disproportionately impacted by respiratory conditions in their environment.**

Eligibility:

- Applicants must be in Hawai'i.
- Applicants must be affiliated with tax-exempt organizations classified by the Internal Revenue Service as 501(c)(3), or with units of government.
- There must be a principal investigator (PI) and a co-investigator (Co-I) comprising the leadership team.
- One of the investigators should be an academic clinical researcher from a university and the other should be a community researcher, with either partner acting as PI or Co-I.
- A community partner institution must be identified such as a community hospital or health center, other healthcare organization, and/or non-healthcare community organization. The community researcher must represent the community partner institution that is identified.

Proposal Review Criteria:

The strongest proposals will be those that meet most or all of the following criteria:

- A strongly developed rationale for the proposed research, based on evidence of need from the community involved as well as published documents such as the ALICE report, the HAH Community Health Needs Assessment, Kids Count data book, etc.
- Inclusion of an innovative interdisciplinary team of researchers with **evidence of institutional support** to contribute to the implementation of the study.
- A clearly defined **community-based** program activity/intervention which will improve care and accomplish the goals of the research project.
- A realistic research design and methodology that can be accomplished within the boundaries of the proposed budget, as well as the timeline of the three-year grant award.

- The intervention/program must be evaluable by explicit health outcomes.
- Both intervention and health outcomes should emerge from a process of mutual understanding between academic and community researchers, and be informed by available data regarding the local community healthcare environment.
- Evidence of involvement of the community in the development of all aspects of the research project must be documented.
- A plan for long-term sustainability of successful strategies in improving respiratory healthcare outcomes that emerge from the research.

Two Phase Grant Application Process:

Phase I – Planning Grant: This first solicitation calls for an abbreviated summary application due March 3, 2020, with details included below, for a 6-month planning grant to support the development of a full proposal application. The Leahi Fund may award up to **\$40,000** to one or two promising projects for a 6-month period starting April 2020. The Leahi Fund Advisory Committee may request additional information from applicants.

Phase II – Research Grant: The specifics of the full proposal – Phase II – will be included in the forthcoming notice of the planning grant award. Given the extent of the funding, only one project **may** be awarded up to \$525,000 over a 3-year period. After the initial year of funding, funds for subsequent years will be contingent upon the presentation of yearly progress reports to the Leahi Fund Advisory Committee as well as satisfactory expenditure reports. Continued funding is subject to the availability of funds from HCF. Other presentations may be requested of the Investigators to showcase the research in the community during and after the funding period. Investigators must be willing to share and disseminate research findings to the involved community and at other venues.

Phase I – Planning Grant Application Process:

Responses for the proposal abstract, need statement, project personnel, and proposed research plan should be no more than 3 pages (single-spaced, Arial 11 pt. font) in total.

Please provide the following:

1. Cover Page

Please provide the following information:

- Title of the Project
- Amount Requested
- PI Information: full name, academic rank (if applicable), position title, department, organization name, mailing address, and phone number
- Co-I Information: full name, academic rank (if applicable), position title, department, organization name, mailing address, and phone number
- Organization Information: name, mailing address, full name of Executive Director/Chief of Research, and email address

2. Proposal Abstract

- One-paragraph summary of the proposed work, including anything that would be of interest to the Advisory Committee in evaluating the proposal.

3. Need Statement

- Describe the targeted population and merit for this research project.
- Describe the respiratory condition to be studied with emphasis on any identified health disparities, problems with access to care, and any other unique aspects of the community being proposed for the study.
- Significance of this research: state why the results of the proposed work may be important.

4. Project Personnel

- All key personnel (name, title, affiliation) involved in the study and their roles and responsibilities.

5. Proposed Research Plan

- Specific aims and methods of procedure: a concise statement of the aims of the proposed work. After each aim, provide a summary of your research plan showing how you expect to fulfill each aim.
- Partnership(s) and Collaborator(s): explain how they are involved in the project and each partner's role.
- Community Setting and Facilities available: briefly describe the study environment including community resources and major items of permanent equipment.
- Proposed timeline for the three-year project.
- Provide explicit health outcomes and how they will be measured.

6. Biographical Sketch or Resume

- Provide biographical sketches or resumes of researcher and all professional personnel who will be actively engaged on this project. Please use the NIH Bio Sketch format. This format can be found at <http://grants.nih.gov/grants/forms/biosketch.htm> (Use Biographical Sketch Format Page non-fellowship.)
- If submitting a resume, it should be detailed and include description of current and previous work.

7. Planning Budget

- Provide a detailed budget for the Phase I planning grant itemized into the following categories: personnel and fringe benefits, consultant costs, supplies, in-state travel, meeting expenses, other expenses, and institutional overhead and indirect costs (up to 10% of the budget submitted).

Deadline:

The deadline to respond to this RFP is Tuesday, March 3, 2020, at 4:00 p.m. HST. Please email the application as one consolidated PDF to Christel Wuerfel at cwuerfel@hcf-hawaii.org.

Review Process:

HCF and the Leahi Fund Advisory Committee will review Phase I applications received by the deadline and may provide 6-month planning grant(s) to selected applicants. After review of the results of the planning grant(s), the Leahi Fund may award a 3-year grant to the most promising project.

Planning Grant Report:

Results of the planning grant along with a financial report is due to the Hawai'i Community Foundation at the end of the 6-month grant.

Contact Information:

If you have any questions regarding the proposal, please contact Elise von Dohlen of Hawai'i Community Foundation at 566-5585 (O'ahu), toll-free from Neighbor Islands at 1-888-731-3863, or email evondohlen@hcf-hawaii.org.

Leahi Fund Advisory Committee Members:

Dr. David Easa
Dr. Reid Ikeda
Dr. James Lumeng
Dr. Ken Nakamura
Dr. Elizabeth Tam
Dr. Brian Wu