

School of Social Work - Innovative Community Academic Partnership (iCAP)

Request for Proposals

For projects to be undertaken between September 1, 2016 and August 31, 2017

Program Scope and Summary:

The chief Innovative Community-Academic Partnership (iCAP) program aims to create and assess innovative programs, interventions and initiatives that have the potential to produce well-defined social impacts, improvements to service delivery, service systems, policies or practices. The proposed interventions and/or treatments should produce measurable positive consequences to the well-being of families and children. iCAP projects will have well-defined goals and outcomes that are clearly linked to identifiable impacts and address significant gaps in services or service delivery.

Innovation is defined in terms of new, or significantly adapted, approaches to solving critical social problems, typically resulting in simpler and more easily implemented change programs. Innovative projects respond to previously overlooked issues, settings and populations. The iCAP program supports projects that are *sustainable*, that is having a good likelihood of continuing in some fashion after funding ceases, and that build system capacity to perpetuate favorable program outcomes.

This document serves as a request for proposals (RFP) and outlines the policies of the program. This is the final cycle of iCAP funding, which will provide multiple one-year grants that inspire community-academic partnerships that promote social and economic justice affecting vulnerable individuals, children, and families. A total of \$200,000 is available to be distributed between multiple projects iCAP proposals must be submitted on or before July 31, 2016 according to the instructions in this RFP and funds will be made available for each winning proposal on or before September 1, 2016. A mid-term progress report is due by March 30, 2017. Final reports are due no later than three months post-completion (November 30, 2017). Final and mid-term reports must be shared with the community partner(s). iCAP awardees must share their findings with the community partner(s) before the issuance of a final report to ensure feedback from the partner(s).

In the case that there are more proposals put forth than available funding, a formal process for review will be implemented in which proposals will be reviewed externally. Results of the review will be provided to the School of Social Work Dean, who will make awards in consultation with the reviews.

Successful iCAP grant submissions must:

- Include a community agency partner. Only university-agency collaborations will be funded and faculty members will act as reciprocal partners. Applicants must demonstrate robust faculty researcher- community partner relationships with letters of support.
- Include budgets that provide funding support for a minimum of one PhD student for the duration of the project (\$16,500 - 10 hours/week Fall, Spring, and Summer).
- Describe the proposed effort, a rough timeline and deliverables, and how the proposed effort addresses the aims of the iCAP initiative and will make a community based impact.
- Effectively describe the roles of each member of the proposal team and how the proposed team will work together to take on the proposed research topic.
- Describe what steps the team will take to develop specific targeted follow-on extramural funding to continue this work into the future.

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Proposal Submissions:

All proposals must be submitted online via the [iCAP Proposal Submission](#) web page. Log into the site using your NetID and password. Please note that only one author should upload the proposal as a single PDF document. This individual will serve as the point of contact for the proposal regarding notifications of award status. For any questions and comments about the iCAP proposal process, please contact Dr. Holli Slater, Research Associate, at slater@uta.edu.

Submissions will no longer be accepted after **11:59 PM, Wednesday, July 31, 2016.**

The online iCAP application should be submitted as a single PDF document that includes:

1. Title page (1 page). All investigators and their respective units should be listed. Community partners and their respective contacts should also be listed.
2. Proposal description (2 pages maximum, including any references), single-spaced, 11 or 12 font type, and written in clear, jargon-free English. Proposal descriptions should include reference to background information on which the proposal is based, the importance of its contribution to its field of study, its objectives, the methods or activities required to carry out the work, a rough timeline, how the proposed project will address the aims of the iCAP initiative, and the anticipated community based impact.
3. Budget and Budget Justification (approximately 1 page).
4. Brief partnership overview (preferably one paragraph) to adequately describe the established community partner-faculty relationship and how the proposed effort addresses the aims of the iCAP initiative and will make a community based impact
5. Letter of Support from community partner (1 page).

Eligibility: Applicants must be full-time tenured or tenure-track faculty of The University of Texas at Arlington. The PI must be a faculty member in the School of Social Work to be eligible to apply for the iCAP grant.

Policies: iCAP resources are intended to foster first-time or preliminary research studies, thereby providing investigators with an opportunity to develop findings that will be used as the basis for future external funding proposals. As such, previous awardees who would like to expand upon their previous iCAP funded work are prohibited from requesting additional funding and must seek funding through other external funding mechanisms. Proposals that substantially reflect the same work as previously funded proposals will not be given consideration. Continuing support for existing programs of research is not allowed with iCAP funds.

A partnership between a university faculty member and a community agency is required. Only university-agency collaborations will be funded and faculty members will act as reciprocal partners. Applicants must demonstrate robust faculty researcher- community partner relationships with letters of support. In addition, both faculty and community partners must establish that they have the appropriate expertise to successfully complete the work.

All funds awarded must be expended by the applicant(s) for the specific project described in the application within the time frame of the program. No extensions will be granted.

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Grant Period: The award period for the iCAP grants will be the 12-month period beginning September 1, 2016 and ending August 31, 2017. Grant funds cannot be carried forward. On September 1, 2017, all unspent funds will revert to the School of Social Work.

Responsibilities of Awardees:

External Grant Writing, Publication and Documentation of Results: Recipients of iCAP grants are obligated to seek external funding in the form of at least one application to an external funding agency within 6 months of project completion. In addition, awardees are encouraged to publish the results of their research in professional journals, monographs, or books. Awardees will also provide a brief mid-term report (1 page or less) due April 1, 2017, on the progress of the work. These reports will be submitted to the Dean, who may discuss research progress at appropriate times through the period of funding. A final report is due no later than November 30, 2017. Final report guidelines will be made available at a later date, but should include the following:

- Information on targeted federal or state agency or private foundation grants
- Lists of reports, publications, or titles of papers presented at professional meetings
- Copies of publications (or drafts of publications) resulting from iCAP funded projects
- Benefits experienced by the PhD student based on their role within the project

Fiscal Management of Grant Funds: All iCAP grant expenditures will be governed by the same regulations that control other University budgets. The Principal Investigator of an Interdisciplinary Research Program grant is responsible for the fiscal management of the grant funds.

Research Compliance: All iCAP grant awardees must be in full compliance with all applicable policies and regulations governing the use of human subjects in research, use of animals in research, bio-safety, and responsible conduct of research. More information may be obtained from the Office of Regulatory Services.

Award Notification

Applicants will be notified by the Office of the Research and Professional Development by August 15, 2016 of funding decisions for their application.

Key Dates

Proposal Deadline	July 31, 2016
Award Announcement	August 16, 2016
Project Dates	September 1, 2016 – August 31, 2017
Mid-Year Progress Report	April 1, 2017
Final Report	November 30, 2017