Request for Proposals, Fall 2015
Tisch College Community Research Center at Tufts

The Tisch College Community Research Center at Tufts (TCRC) is a collaborative of Tufts researchers and Boston, Cambridge, Somerville, and Medford community representatives. This RFP solicits requests for funding of university-community-collaborative research projects. (For more information on previously funded projects, see: http://activecitizen.tufts.edu/research/tcrc/tcrc-research/).

Grant Specifications:
1) Funding available: One or two awards of up to $15,000 per proposal. Total available funding is $22,500. Application is due by 5:00 pm on Friday, November 13, 2015.
2) Funding must be used between November 30, 2015 and August 31, 2016, unless an unfunded extension is approved.
3) A final report on the project must be submitted by September 30, 2016, unless an extension is approved. The report should include information about the process and community involvement as well as the research. We also request that grantees present their work at a TCRC steering committee meeting.

Application Requirements:
1) Applicants’ research team must include at least one Tufts-based researcher with a faculty appointment and at least one representative from a community-based organization (either can be PI). We strongly encourage inclusion of one or more Tufts students. You might want to consult: http://www.ccph.info/ for information about community-university collaborations.
2) Proposals may be from any discipline, program or department. We are especially interested in interdisciplinary proposals across Tufts University schools, programs and departments.
3) New, developing or existing partnerships are welcome to apply.
4) Projects that address particularly pressing or overlooked issues identified by community groups are particularly welcome, as are proposals related to Tufts host communities (Somerville, Boston Chinatown, Medford, Grafton), however, we will consider proposals related to other communities as well as communities that are not geographically defined.
5) Applicants must specify the general purpose of the project, such as:
   a. Seed funding to develop a larger research proposal
   b. Conducting a small research project
   c. Adding onto or expanding an existing research project
6) The research proposal should clearly describe the nature of the community-university collaboration, how collaboration will be maintained through the project, the relevance of the research question to the community partner, and how the research team will communicate with community members about the project, including results. There should be sharing of project information between partners. Community partners should be given the opportunity to be included as co-authors on publications.
7) The applicant must clearly indicate how the TCRC funds will be used by providing a brief line item budget and justification (stipends, hiring a research assistant, etc.)
8) If any of the partners have been prior recipients of TCRC grants they must specify the year of funding, the project title and that final reports were submitted to and accepted by TCRC.
9) Applications should specify whether they will involve human subjects research. All projects involving human subjects as research participants will have to be submitted for approval or exemption to the Tufts Institutional Review Board, either on the Medford campus (social, behavioral, educational research) campus or Boston (biomedical). Projects requiring human subjects approved protocols should anticipate the time necessary for approval and for training of all research team members, including community members. Details are available here: http://www.tufts.edu/central/research/IRB/

Submission process:
Applications should consist of no more than 3 pages (Times New Roman 12 point type, 1 inch margins) of narrative, plus budget and justification, which should be brief. The structure of the narrative is discretionary.
Signed letters, on letterhead, from all partners indicating that they have agreed to participate in the proposal must be included.
Final applications should be submitted as an email attachment (preferably in a single PDF document) to dbrugge@aol.com. For more information contact Doug Brugge, Director of TCRC, via email at dbrugge@aol.com. One-on-one phone calls or meetings to discuss this RFP can be scheduled.

NOTE: The funded application(s) will be eligible for technical assistance from the director and steering committee of TCRC during the implementation of the research should they seek it.