Request for Proposals
Overview: Special Call

Community Partnership Program,
OHSU Knight Cancer Institute
Grant Cycle July 2022-2

Date: July 2022
Presented by: Blanca Cisneros, B.A.
Click here to view recording.
and enter meeting password: KnightSC22!
Agenda

• About the Community Partnership Program
• 2022-2 Request for Proposals: Special Call
• Eligibility
• Special Call priority areas
• How to apply resources
• Key dates
## Program Mission

The mission of the Community Partnership Program is to work hand in hand with Oregon communities as allies in the Knight Cancer Institute’s efforts to end cancer as we know it. We will:

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<th>Support</th>
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<td>• Oregon communities in understanding and addressing their most pressing cancer-related needs and cancer health disparities.</td>
<td>• Collaboration between Oregon communities and OHSU to address cancer in Oregon.</td>
<td>• Skills and abilities of communities to enhance long-term sustainability.</td>
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Program Impact in Oregon

Funded projects have impacted all 36 Oregon counties

Maps represents proposed impact by county

$4.6 Million
Funded 179 grants in 14 grant cycles

81%
Percent of funded projects include a focus on rural areas
Types of proposals we typically receive

Specific cancer type(s)
- Colorectal
- Breast
- Lung
- Skin/Melanoma

* If focused on all cancers or a topic that is related to multiple types of cancer – select All cancers/Not applicable

Other cancer-related topics:
- Tobacco cessation and/or prevention
- HPV vaccination/prevention
- Diet/nutrition
- Physical activity
- Patient navigation

Many proposed projects focus on a specific community, population or demographic
Continuum and Tier

Funded projects span the cancer continuum

- **Prevention**: 31 Tier 1, 38 Tier 2, 20 Tier 3, 12 Special call, 4 Community Action Model (59%)
- **Screening/early detection**: 21 Tier 1, 15 Tier 2, 12 Tier 3 (27%)
- **Survivorship (Including treatment)**: 21 Tier 1, 24 Tier 2, 12 Tier 3, 11 Special call (38%)
Cancer Type

54 proposals focus on specific cancers

- Colorectal: 21
- Breast: 20
- Gynecological: 7
- Lung: 6
- Skin/Melanoma: 5
- Sarcoma: 3
- Male reproductive system: 3
- Pancreatic: 1
- Hematologic: 1
120 projects focus on one or more cancer-related topics

- Diet/nutrition: 34
- Physical activity: 33
- Tobacco prevention and/or cessation: 27
- Psychosocial support: 24
- Patient navigation: 22
- HPV prevention/vaccination: 12
Request for Proposals – SPECIAL CALL

July 2022-2
SPECIAL CALL

Funding amount: up to $25,000

• Create and implement a Health Communication Plan as defined by the NCI - Pink Book that focuses on increasing awareness and utilization of early cancer screenings in the applicants community.

• Three priority areas for funding, each to receive equal consideration for funding

Priority areas:
• Unique community-based partnerships that result in the development of a communication plan to increase screening awareness in a target population.

• Creation and implementation of a communication plan that is clearly guided by the NIH/NCI Pink Book, to raise awareness of the importance of cancer-screenings:
  o Stage 1: Planning and Strategy Development
  o Stage 2: Developing and Pretesting Concepts, Messages and Materials
  o Stage 3: Implementing the Program
  o Stage 4: Assessing Effectiveness and Making Refinements

• A communication plan that is focused on one or more of the six screening areas: Breast Cancer, Cervical Cancer, Colorectal Cancer, Lung Cancer, Skin Cancers, and Prostate Cancer.
SPECIAL CALL

Project examples:
• Importance of cancer screening within a community
• Target a specific cancer screening awareness campaign
• Culturally specific cancer screening education or outreach

Who should apply?
Organizations that:
• Are committed to increasing awareness of cancer screenings in an Oregon community or population.
• Strong interest in improving the health outcomes of a specific Oregon community or population (E.g., rural, urban, communities of color, etc.).
• Unique community partnership such as a community-based organization and a Coordinated Care Organization, a community clinic and a culturally specific organization, local news media and a grass roots community organization (as examples).

No previous experience in cancer or public health is necessary. Funding may be used to support the expansion of existing screening-related efforts that address at least one of the identified priority areas.
Eligibility

• Individuals affiliated with community groups/organizations, schools, government bodies, health/medical clinics, health systems or businesses
• Applicants from academic institutions/universities are required to partner with a local community-based organization
• CPP may limit number of grants to an organization, and may prioritize applications addressing social determinants of health or geographic areas not covered in other proposals

Ineligible:

• OHSU employees, students, divisions, or departments
• Individuals not associated with a community organization
• Grantees (individuals) with two active grants
• Projects focused or organizations based outside of Oregon
• Projects proposing research that directly benefits OHSU or an OHSU affiliated individual/department
Human Subjects Protection

• Not accepting proposals that would be considered research by an Institutional Review Board (IRB)

• **Research**: A systematic investigation, including research development, testing and evaluation, designed to develop or contribute to generalizable knowledge

• Examples of research activities provided in RFP

• Contact us with any questions
Steps to Apply

1. Develop Project Idea
   • Review RFP, FAQ, download the required budget templates, and utilize applicant resources
   • Attend project design Q&A session: Thursday, Aug. 4 at 10 a.m.
     o Sign up on How to Apply page of CPP website
   • Contact us if you need assistance project scope or other questions.

2. Submit Online Proposal
   • Complete online form by noon on Thursday, Sept. 15, 2022
   • Supporting documents
     - Budget and justification – required, use template, two page max.
     - Letters of support – optional, recommended
     - Bibliography (APA style) - optional

Note: Additional supplemental documents are not accepted. If included, they will be deleted for the review process.
Example Forms and Templates

Application question guides in RFP:

- Appendix 2: Proposed topic and demographics
- Appendix 3: Proposal questions (narrative)
  - Follow max. word counts for each question
  - Answer all questions to ensure competitive proposal

Required template (on website):
- Budget and justification

Reminder: all proposals are online submissions
Budget

• Use budget and justification template
• Only account for expenses required to complete the proposed project
• Include “other support” if have additional funding to support this effort
• Do not exceed grant amount

All included budget items must be:

- Reasonable: is the expense necessary to carry out the proposed project activities?
- Allowable: is the expense allowed
- Allocable – if expense supports other programs, is the amount a reasonable proportion?
Budget: Allowable

- **Personnel**
  - Includes both salary and fringe benefits (see exception in unallowable)

- **Indirect costs**
  - Facilities and administration and/or overhead
  - Not to exceed 10% of the total budget

- **Consultant fees**

- **Equipment**
  - Defined as any item that has a useful life of over one year

- **Materials and supplies**

- **Travel costs**

Note: no more than 10% of total budget may be allocated to support an OHSU collaboration
Budget: Unallowable

Funds may not be used for the following purposes:

• Applications from academic institutions - funds may not be used to support faculty salary (staff support is allowed).

• Debt reduction.

• Individual equipment items above $3,000 without a justification.

• Preparation, distribution, or use of materials to directly support or defeat proposed legislation.

• Project activities focused outside of Oregon.

• Materials used for screenings such as mammography costs, FIT kits and other related screening materials.
We highly encourage proposals that:

• We encourage organizations to apply that are led by and/or committed to serving communities facing health disparities

• Aim to address health disparities, including:
  – race
  – ethnicity
  – socioeconomic status
  – gender identity
  – sexual orientation
  – geographic location
  – disability
Review Process

• Applications are assigned to a Special Emphasis Panel (SEP). The SEP is comprised of multiple reviewers who are cancer-related content experts, representatives of community organizations and OHSU.

**Review criteria categories:**
• Significance and impact
• Approach
• Organization and team

**Additional considerations:**
  o Does the project address one or more of the six identified cancer focus areas?
  o Is the target population/target audience(s) chosen for this project appropriate for the proposed screening communication plan? If the goals of the communication plan are achieved, how will the community benefit or potentially benefit in the future?
How to Apply for a Community Grant

Not currently accepting applications; Intent to apply deadline has passed.

Application Instructions are outlined below. Contact us with questions at any time.

1. Develop your project idea:
   - Review the 2022-1 Request For Proposals (RFP) and the frequently asked questions.
   - Watch the RFP overview webinar (password KnightCPP11) and download the slides for notes.
   - Watch the project design and evaluation planning webinar and download the slides for notes.

2. Submit the intent to apply form in our online application portal by noon on Thursday, February 10, 2022. Information is not binding and can be updated at the full proposal stage.

Download the 2022-1 RFP

Learn about the most recent funding opportunity (deadline has passed).

Download the PDF
Key Dates

- **Thursday, Aug. 4, 2022 at 10 a.m.**
  - Project design Q&A session
- **Thursday, Aug. 18, 2022 at noon**
  - Submit intent to apply deadline
- **Thursday, Sept. 15, 2022 at noon**
  - Submit the full proposal deadline
- **Early December, 2022**
  - Notification of funding
- **Wednesday, Feb. 1, 2023**
  - Project start date
Questions?

Community Partnership Program Website:
http://www.ohsu.edu/xd/health/services/cancer/outreach-programs/community-grants/index.cfm

Contact us!

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