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RFP overview session  
for grant cycle 2024-2](#)



# Request for Proposals Information Session

OHSU Knight Cancer Institute Community Partnership Program,  
July 2024-2



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PRESENTED BY: BLANCA CISNEROS

# Agenda

- Program Overview
- 2024-2 Request for Proposals
- Applicant 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:

## Support

- Oregon communities in understanding and addressing their most pressing cancer-related needs and cancer health disparities.

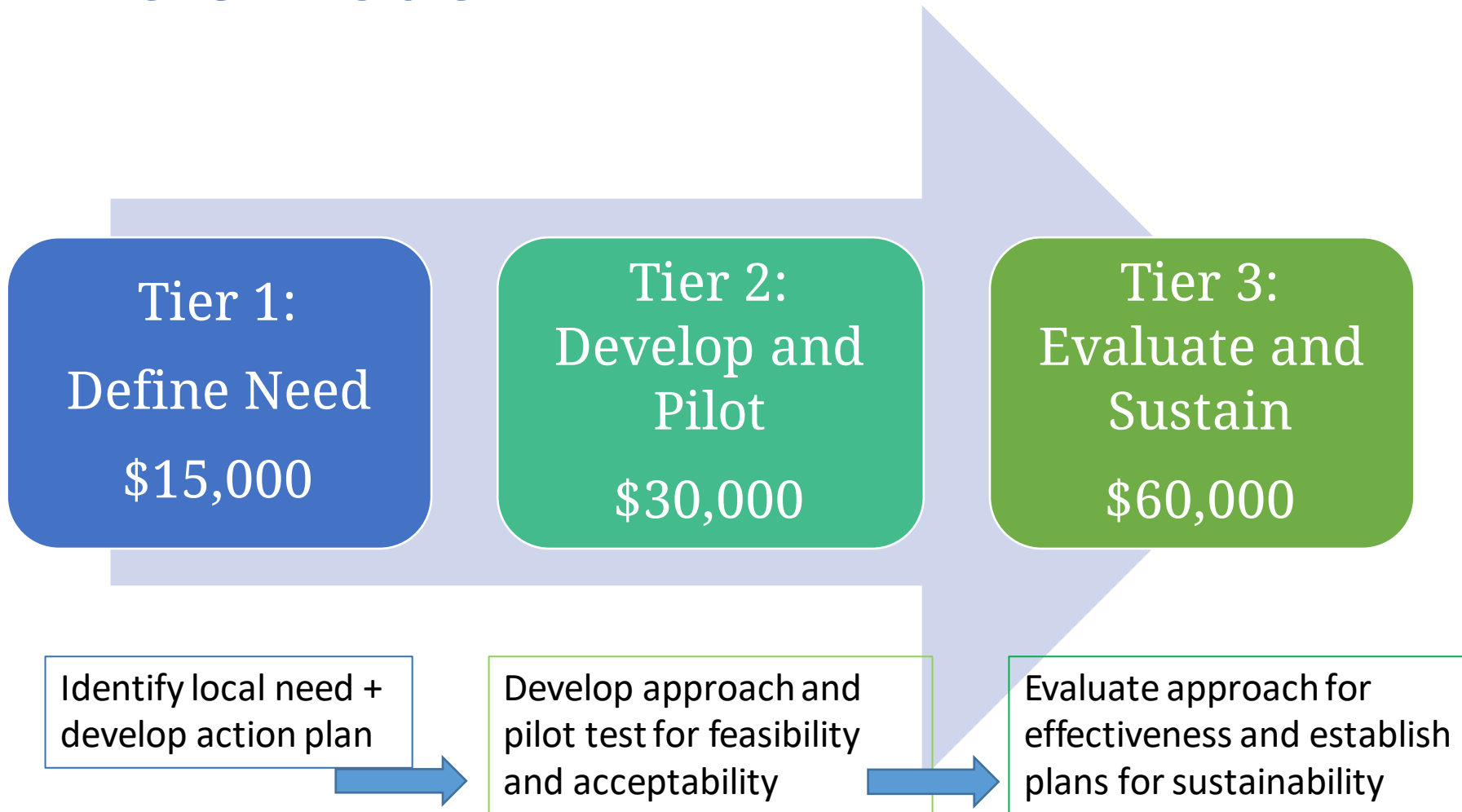
## Enhance

- Collaboration between Oregon communities and OHSU to address cancer in Oregon.

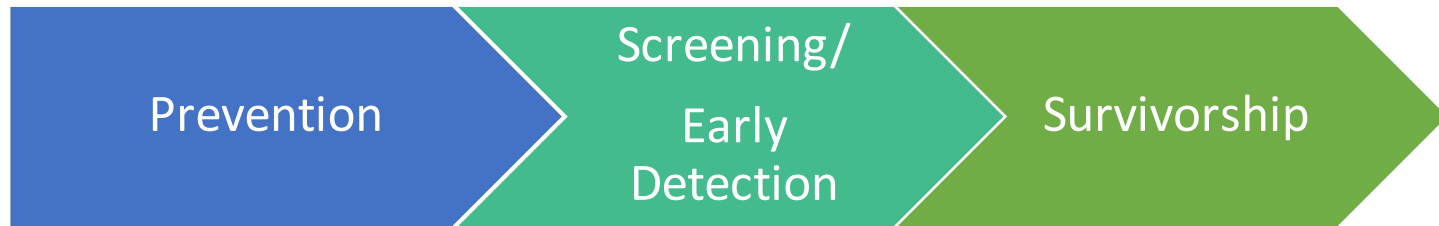
## Foster

- Skills and abilities of communities to enhance long-term sustainability.

# Tiers Model



# Project Scope

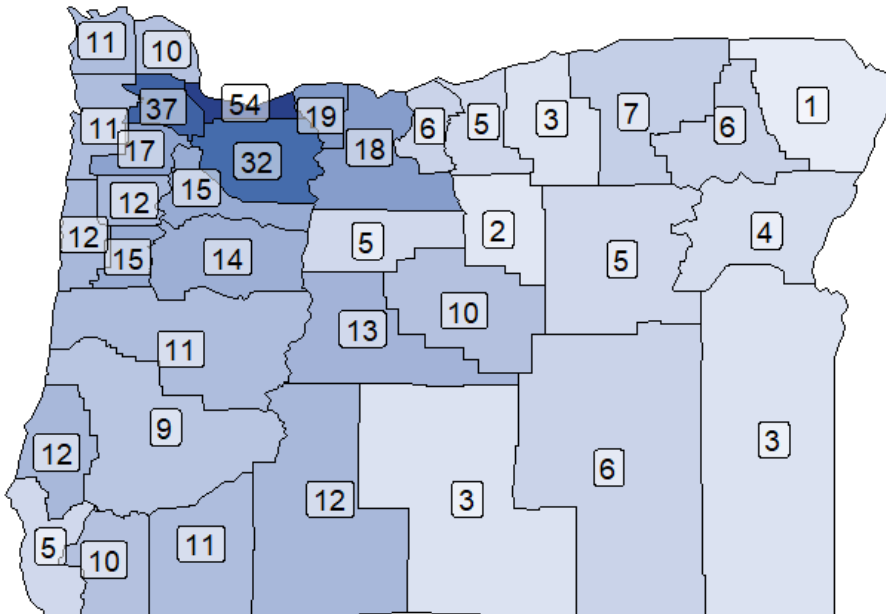


Grants are available for projects anywhere along the cancer continuum:

- Survivorship starts at point of diagnosis, therefore inclusive of support during treatment and/or end of life care

# Program Impact

Funded projects have impacted all 36 Oregon counties



Map represents proposed impact by county

## All funded grants:

216

Projects funded over 18 grant cycles

81%

39% of grants focus on cancer issues exclusively in rural Oregon, and an additional 42% address both rural and urban communities.

## Reported by completed grants:

114,949

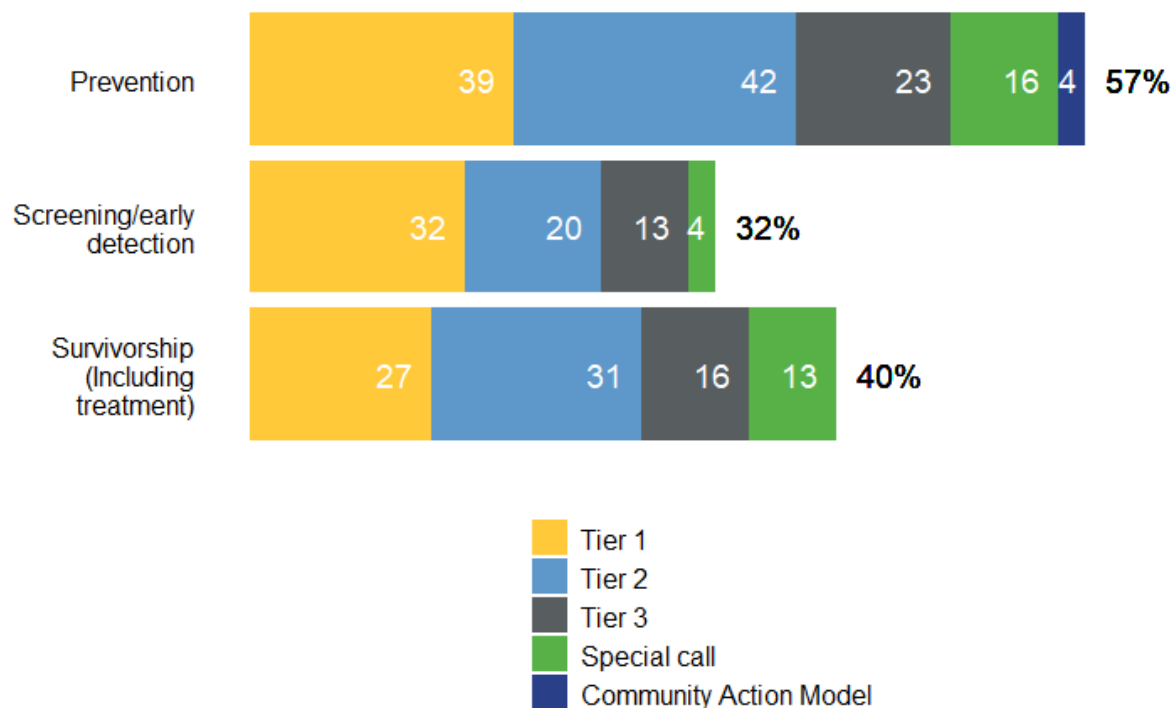
Number of Oregonians reached through CPP

870

Number of partnerships supported through CPP

# Continuum and Tier

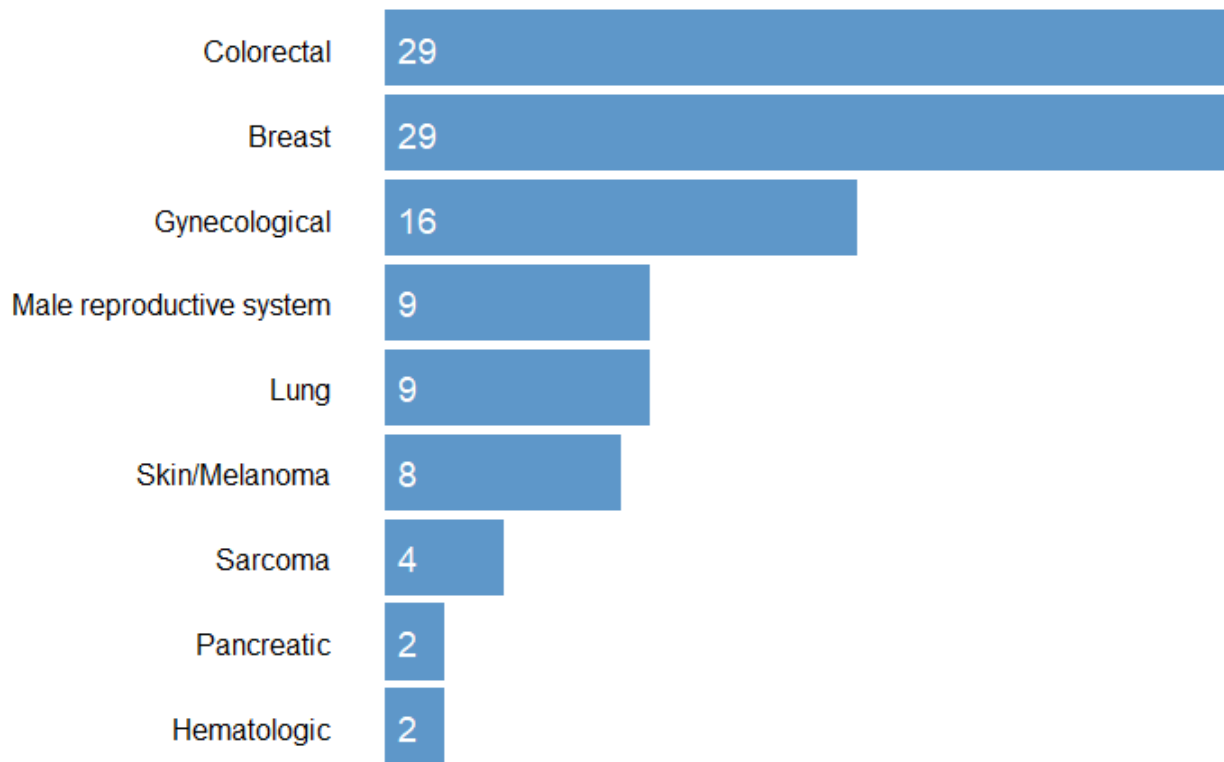
Funded projects span the cancer continuum





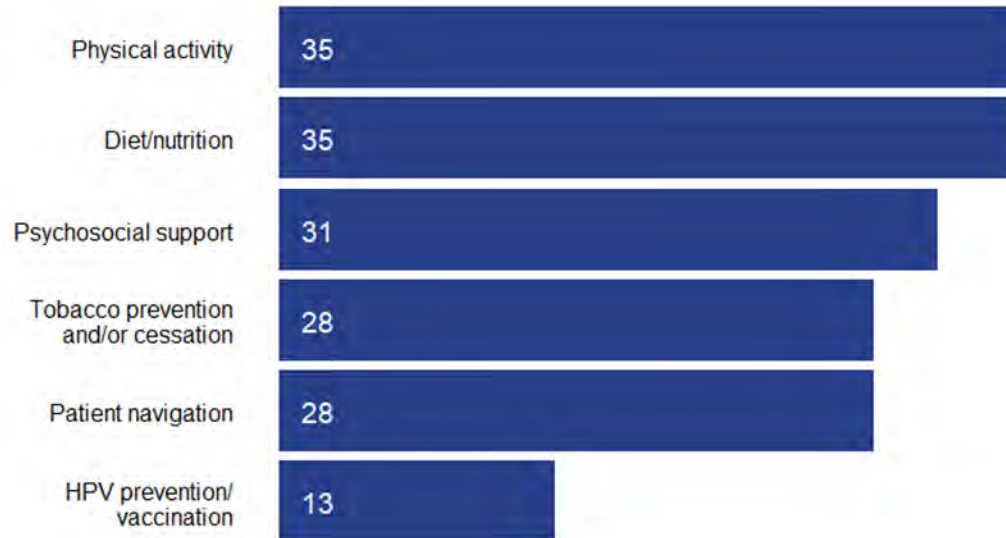
# Cancer Type

72 proposals focus on specific cancers



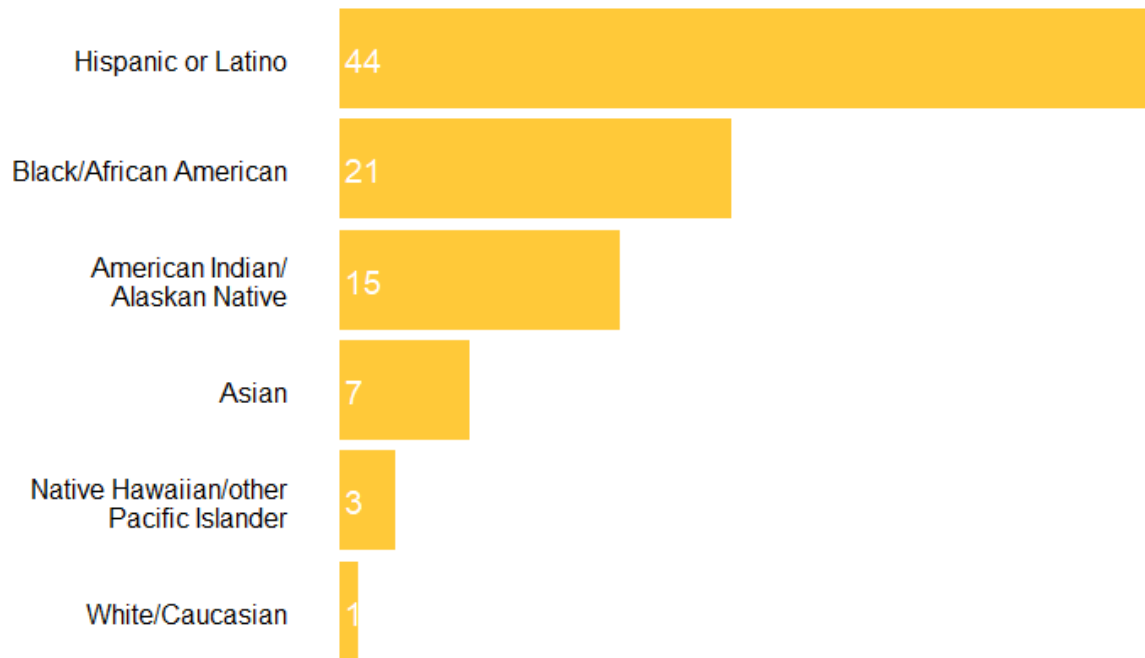
# Cancer Topic

135 projects focus on one or more cancer-related topics



# Race and/or Ethnicity

75 funded projects focus on a particular race and/or ethnicity



# Request for Proposals

July 2024-2

# Eligibility

- Individuals affiliated with community groups/organizations, schools, government bodies, health/medical clinics, health systems or businesses.
- An organization may receive a maximum of two Tier 2 or two Tier 3 grants for a single project/concept (i.e. three total in Tiers 2 and 3)
- Applicants from academic institutions/universities are required to partner with a local community-based organization.

## **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

# Steps to Apply

## 1. Develop Project Idea

- Review RFP, FAQ, download the required templates, and utilize applicant resources.
- Contact us if you need assistance with tier selection, project scope, or other questions.

## 2. Submit an Intent to Apply

- Complete online form by **noon on Friday, Aug. 9, 2024**
- Non-binding
- Receive email with instructions for submitting full proposal by Friday, Aug. 16, 2024

## 3. Submit Online Proposal

- Complete online form by **noon on Friday, Sept. 6, 2024**
- Supporting documents

### All Tiers:

- Budget and justification – *required, use template, two-page max.*
- Letters of support – *at least 1 required for Tiers 2 and 3; additional letters are optional but highly recommended.*
- Bibliography (APA style) – *optional*

### Tier 1 only:

- Work plan and timeline – *required, use template for evaluation consultation*

### Tier 2/3 only:

- Objectives and timeline – *required, use template for evaluation consultation*

**Note: Additional supplemental documents are not accepted. If included, they will be removed for the review process.**

# Example Forms and Templates

## Application question guides in RFP:

- Appendix 2: Intent to apply questions
- Appendix 3: Proposal questions
- Appendix 3A: Tier 1 narrative questions and review criteria
- Appendix 3B: Tiers 2 and 3 narrative questions and review criteria
  - *Follow max. word counts for each question*
  - *Answer all questions to ensure a competitive proposal*

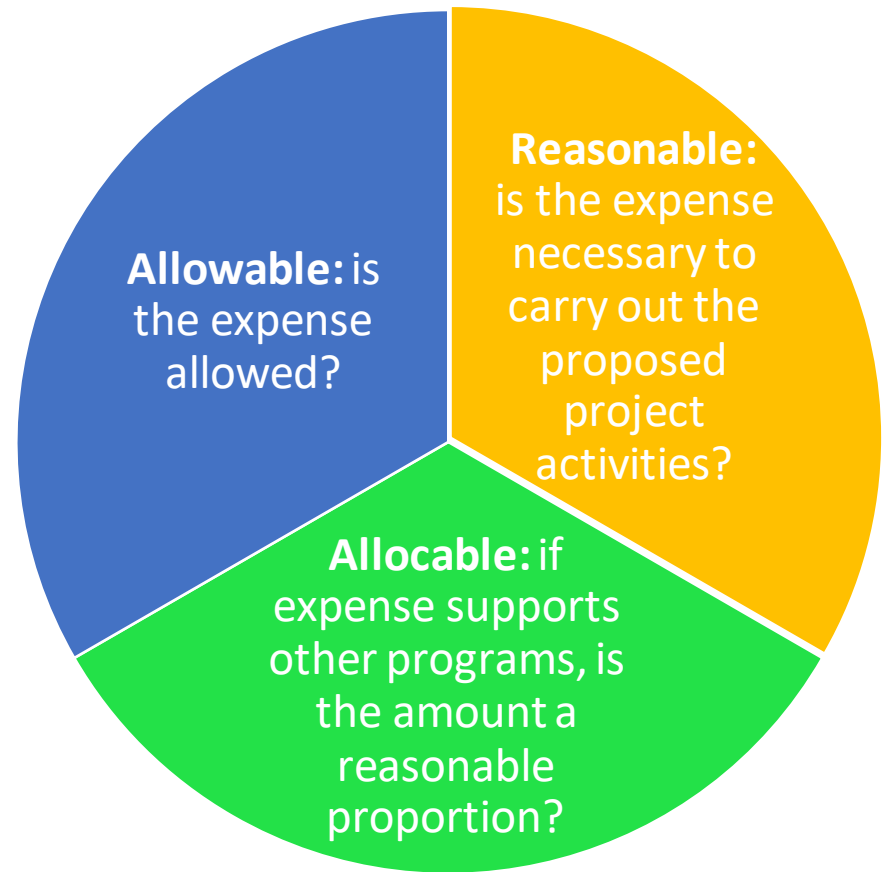
## Required templates (on website):

- Budget and justification – all
- Project objectives and evaluation timeline – Tiers 2, 3

*Intent to apply and proposals are online submissions*

# Budget

- **Use budget and justification template**
- Only account for expenses required to complete the proposed project
- Do not exceed grant amount





# 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**
  - Excluding travel for CPP required activities (provided)
- **Clinical care 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:

- Projects activities focused outside of Oregon
- Preparation, distribution, or use of materials to directly support or defeat proposed legislation
- Debt reduction
- Equipment items above \$3,000
  - Justification must be provided
- Applications from academic institutions – funds may not be used to support faculty salary (staff support is allowed)

# We highly encourage proposals that:

- We encourage organizations to apply that are led by and/or committed to serving communities facing cancer health disparities
- Aim to address cancer-related health disparities:
  - race
  - ethnicity
  - socioeconomic status
  - gender identity
  - sexual orientation
  - geographic location
  - disability

# Cancer-relatedness

- Project's connection to cancer should be clear
- Reviewers look for proposed impact on cancer-related need
  - Changes in cancer-related knowledge, risks, behaviors, etc.
  - Incorporate evidence from other programs/studies (e.g. studies showing relationship between physical activity and lower risks of certain cancers)
- If proposing a prevention project, measures should include short- or long-term outcomes related to cancer
  - E.g. change in knowledge around connection between nutrition and cancer prevention
- If proposing a screening project, describe options for supporting individuals who screen positive with resources for appropriate follow-up care

# Cancer-relatedness: Example

- **Asian Health & Service Center: Asian Diet & Cancer Project**
- **Target population:** Cantonese speaking cancer patients, survivors, and caregivers.
- **Region:** Residents of tri-county area.
- **Activities:** Conduct 3 cancer-related cooking demonstrations and education events for 10-12 participants.
- **Measures:** Develop and distribute survey to measure knowledge of nutrition and cancer. Record program activity and services outside of program utilized by attendees. Host 1 focus group in Cantonese and collect survey for feedback.
- **Connection to cancer:**
  - Deliver nutrition cancer education
  - Surveys included knowledge-based questions about connection between nutrition and cancer

## Asian Diet & Cancer Project 2022 Cancer Support Nutrition and Cooking Classes



# Review Process

## **Review criteria categories:**

- Significance and impact
- Approach
- Organization and team

## **Tier 1:**

- Administrative review by CPP administrative staff and Steering Committee
- Additional considerations:
  - Does proposal address a unique need or target an underserved community?

## **Tiers 2 and 3:**

- Reviewed by review committee including cancer-related content experts or representatives of community organizations and/or OHSU

# Applicant Resources

# How to Apply for a Community Grant



## Tiered grant applications are OPEN

Application instructions are outlined below. [Contact us](#) with questions at any time.

### 1. Develop your project idea

- [Review the 2024-2 Request For Proposals](#) and the [frequently asked questions](#).
- [Register for the Request for Proposals information session](#) at 9 a.m. on Thursday, July 25, 2024.
- [Watch the Developing and Evaluating a Community Project webinar](#) (18 minutes. Password: KnightCPP1) and [download the slides](#) for notes.

### 2. Submit an intent to apply form by noon on Friday, August 9, 2024

- Submitted information is not binding and may be updated at the full proposal stage.
- All applicants who complete step 2 will be invited to submit a full proposal.

### 3. Submit full proposal by noon on Friday, September 6, 2024

- Applicants will receive emailed instructions by August 16 for submitting the full proposal. Note: Program emails will come from [knightcancerco@ohsu.edu](mailto:knightcancerco@ohsu.edu), [no-reply@email.zenginehq.com](mailto:no-reply@email.zenginehq.com) and [no-reply@webportalapp.com](mailto:no-reply@webportalapp.com). Add these to your safe senders list.
- All tiers: [Download the 2024-2 proposal questions in a Word document](#) to help you prepare answers before the online portal becomes available.
- All tiers: Download the required [budget template v. Jan 2021](#).
- Tier 1: Download the optional [Tier 1 Work plan and timeline template](#) (required for evaluation consultations)
- Tiers 2 and 3: Download the required [Objectives and timeline template](#) (required for evaluation consultations and at full proposal stage)



### [View the 2024-2 RFP](#)

Learn the details of the currently open tiered funding opportunity.

[Download the RFP](#)

## Supplemental resources for Tiered Grants

- [Tier 1 Action planning toolkit](#)
- [Tier 2 and Tier 3 Planning guide](#)
- [S.M.A.R.T. Objectives template](#)
- Tiers 2 and 3: see also the evidence-based approach (EBA) resources in the accordion below.

## Additional application resources

[County-level cancer statistics](#) +

[Data analysis resources](#) +

[Health disparity and evidence-based approach \(EBA\) resources](#) +

[Putting Public Health Evidence in Action Training](#) +



# Develop a Project Idea

All tiers	<ul style="list-style-type: none"><li>• Project design and evaluation planning webinar</li><li>• Complimentary evaluation consult</li><li>• <b>Budget template (required)</b></li></ul>
Tier 1	<ul style="list-style-type: none"><li>• Work plan and timeline template</li><li>• Action planning toolkit</li></ul>
Tier 2 and 3	<ul style="list-style-type: none"><li>• Planning guide</li><li>• <b>Objectives and timeline template (required)</b></li><li>• Putting Public Health Evidence in Action: Introductory Modules<ul style="list-style-type: none"><li>– Finding evidence-based approaches (EBAs)</li><li>– Selecting an EBA</li><li>– Adapting an EBA</li></ul></li></ul>
Tier 3 only	Data analysis support resources

# Additional Resources

## Cancer data by county

- [State Cancer Profiles](#)

## Select an Evidence-Based Approach (EBA)

- [National Cancer Institute Evidence-Based Cancer Control Programs](#) (EBCCP) – provides EBA models; searchable by topic, population, setting
  - [Practice Tools](#) – webinars/resources for adapting and implementing EBAs

Feel free to contact us for support in identifying an appropriate EBA

# State Cancer Profiles













## Quick Profiles: Oregon

▶ Choose a Different State:

State: Oregon

[View Profile](#)

- Demographics
- Screening & Risk Factors**
- Incidence
- Mortality

Screening & Risk Factors: Alcohol	Oregon	USA	Map	Table	Graph
Binge drinking (4+ drinks on one occasion for women, 5+ drinks on one occasion for men), Ages 21+, 2022	18.3	16.7			
Screening & Risk Factors: Colorectal Screening	Oregon	USA	Map	Table	Graph
Home Blood Stool Test in the Past Year, Ages 45-75, 2022	8.6	5.7			
Received at Least One Recommended CRC Test, Ages 45-75, 2022	65.4	66.9			
Screening & Risk Factors: Diet & Exercise	Oregon	USA	Map	Table	Graph
Consumed 1 or More Fruits per Day, Ages 18+, 2021	62.3	59.2			
Consumed 1 or More Vegetables per Day, Ages 18+, 2021	83.6	80.3			
Healthy Weight (BMI 18.5 to <25), Ages 20+, 2022	30.3	28.9			
No Leisure Time Physical Activity, Ages 18+, 2022	19.0	23.4			
Obese (>= 95th percentile for BMI based on sex and age), High School Students, 2021	N/A	16.3			
Obese (BMI >= 30), Ages 20+, 2022	31.5	34.2			
Overweight (>= 85th percentile but <95th percentile for BMI based on sex and age), High School Students, 2021	N/A	16.0			

# State Cancer Profiles

## Interactive Maps

DATA OPTIONS	
Area:	Oregon
Area Type:	By County
Data Group:	Cancer Rates
Cancer:	Colon & Rectum
Statistic:	Incidence (All Stages)
Race/ Ethnicity:	All Races (incl. Hisp.)
Sex:	Both Sexes
Age:	50+
Year(s):	Latest 5-year average

[About this Map](#)

[Quick Reference Guide](#)

[Tutorial](#)

[Data Use Restrictions](#)

[Generate Map](#)

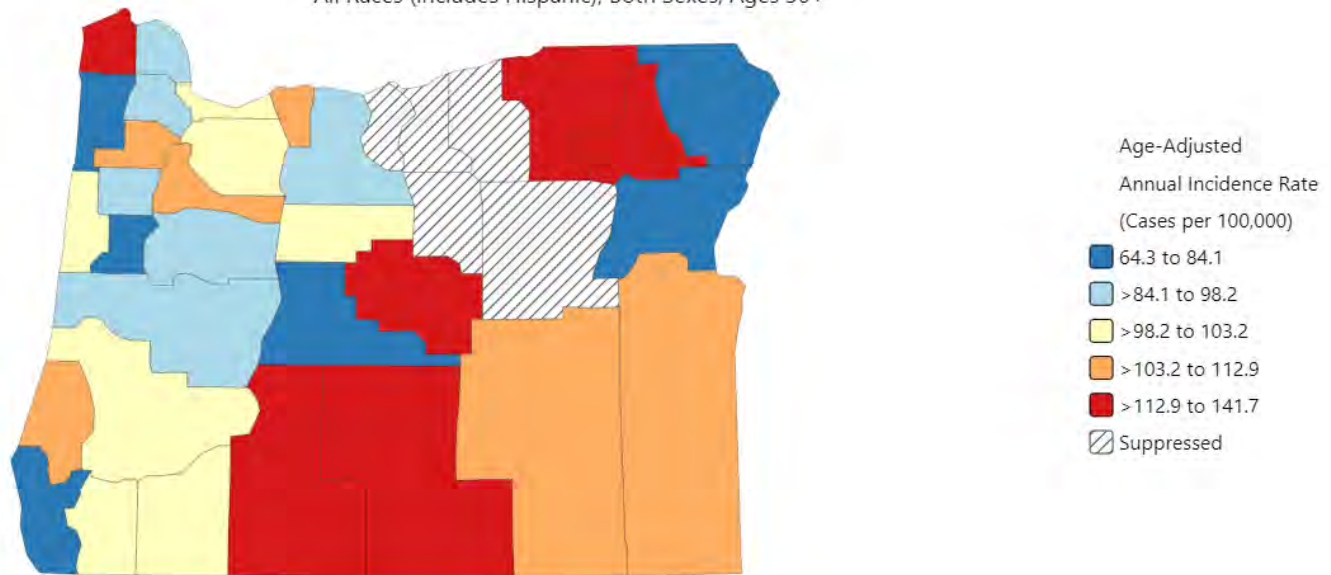
# State Cancer Profiles

Tip: Hover on a county to see its rate (and 95% C.I.).

## Incidence Rates for Oregon by County

Colon & Rectum (All Stages<sup>†</sup>), 2016-2020

All Races (includes Hispanic), Both Sexes, Ages 50+



Created by [statecancerprofiles.cancer.gov](https://statecancerprofiles.cancer.gov) on 07/16/2024 5:48 pm.

[State Cancer Registries](#) may provide more current or more local data.

<sup>†</sup> Incidence rates (cases per 100,000 population per year) are age-adjusted to the [2000 US standard population](#) (19 age groups: <1, 1-4, 5-9, ... , 80-84, 85+). Rates are for invasive cancer only (except for bladder cancer which is invasive and in situ) or unless otherwise specified. Rates calculated using SEER\*Stat. Population counts for denominators are based on Census populations as modified by NCI. The [US Population Data](#) File is used for SEER and NPCR incidence rates.

<sup>‡</sup> Incidence data come from different sources. Due to different years of data availability, most of the trends are AAPCs based on APCs but some are APCs calculated in SEER\*Stat. Please refer to the source for each area for additional information.

Rates and trends are computed using different standards for malignancy. For more information see [malignant.html](#).

# Tier 2/3: What is Evidence-based?

Some evidence is stronger than others and more evidence is stronger than a single study/project.

- **Degree of scientific evidence** – published randomized controlled trials (high) to testimonials/anecdotal information (low)
- **Amount of evidence** – many studies showing consistently positive results (high) to a single study with insufficient findings (low)
- **Degree of match to target community** – evidence from studies in same/similar population as target population, i.e., urban kids to rural kids (high) to evidence from a study in a different population, i.e., urban adults to rural kids (low)

# Evidence-Based Cancer Control Programs (EBCCP)

## Transforming Research into Community and Clinical Practice

The **EBCCP (formerly RTIPs)** website is a searchable database of evidence-based cancer control programs and is designed to provide program planners and public health practitioners easy and immediate access to program materials.

Search Now



### EXPLORE PROGRAMS BY AREA

Breast Cancer Screening	Cervical Cancer Screening	Colorectal Cancer Screening	Diet/Nutrition	Follow-up to Screening	HPV Vaccination	Informed Decision Making	Obesity	Physical Activity
		Prostate Cancer Screening	Public Health Genomics	Sun Safety	Survivorship / Supportive Care	Tobacco Control		

# Search: Colorectal cancer, adults, rural

Showing 1 to 7 of 7 programs (filtered from 22 total entries)

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Filters Active - 2 [Clear All](#)

Population Focus [?](#)

Delivery Location [?](#)

Community Type [?](#)

- Rural
- Suburban
- Urban/Inner City

Age [?](#)

- 19-39 Years (Young Adults)
- 40-65 Years (Adults)
- 65+ Years (Older Adults)

Sex [?](#)

Race/Ethnicity [?](#)

Materials [?](#)

Program Title & Description	Population Focus	Delivery Location	Community Type	Age	Sex
<input checked="" type="checkbox"/> <b>Against Colorectal Cancer in Our Neighborhoods (ACCION)</b>	Medically Underserved	Clinical, Other Settings, Religious Establishments, Workplace	Rural, Urban/Inner City	40-65 Years, 65+ Years	Female, Male
<input checked="" type="checkbox"/> <b>Colorectal Cancer Education, Screening and Prevention Program (CCESP): Empowering Communities for Life</b>	Medically Underserved	Clinical, Other Settings, Religious Establishments	Rural	40-65 Years, 65+ Years	Female, Male
<input checked="" type="checkbox"/> <b>Colorectal Cancer Screening Intervention Program (CCSIP)</b>	Un- and/or Under-Screened People	Clinical, Other Settings, Religious Establishments	Rural, Suburban, Urban/Inner City	40-65 Years, 65+ Years	Female, Male
<input checked="" type="checkbox"/> <b>Community Cancer Screening Program (CCSP)</b>	Medically Underserved	Clinical	Rural	40-65 Years	Female, Male
<input checked="" type="checkbox"/> <b>Family CARE (Colorectal Cancer Awareness and Risk Education) Project (FCARE)</b>	People with Familial Colorectal Cancer Risk	Clinical, Other Settings	Rural, Suburban, Urban/Inner City	19-39 Years, 40-65 Years, 65+ Years	Female, Male
<input checked="" type="checkbox"/> <b>Kukui Ahi (Light the Way): Patient Navigation</b>		Clinical, Other Settings	Rural	19-39 Years, 40-65 Years, 65+ Years	Female, Male
<input checked="" type="checkbox"/> <b>New Hampshire Colorectal Cancer Screening Program (NHCRCS) Patient Navigation Intervention</b>	Medically Underserved	Clinical, Home, Other Settings, Workplace	Rural, Suburban, Urban/Inner City	40-65 Years, 65+ Years	Female, Male



# Review the intervention

**Purpose:** Designed to promote colorectal cancer (CRC) screening among uninsured Hispanic adults (2016).

**Age:** 40-65 Years (Adults), 65+ Years (Older Adults)

**Sex:** Female, Male

**Race/Ethnicity:** Hispanic or Latino

**Program Focus:** Awareness Building and Behavior Modification


**Population Focus:** Medically Underserved

**Program Area:** Colorectal Cancer Screening

**Delivery Location:** Clinical, Other Settings, Religious Establishments, Workplace

**Community Type:** Rural, Urban/Inner City


### Program Materials



Preview, download, or order free materials on a CD

[View](#)

### Program Developer



Contact Program Developer

[Contact](#)

## EBCCP Scores



This program has been rated by external peer reviewers.

[Learn more about the ratings](#)

## RE-AIM Scores



This program has been evaluated on criteria from the RE-AIM framework, which helps translate research into action.

[Learn more about the ratings](#)

## PROGRAM HIGHLIGHTS

## PROGRAM SCORES

# Key Dates

## Friday, Aug. 9 by noon

- Submit an [intent to apply form](#) in the online portal

## Friday, Sept. 6 by noon

- Submit the proposal and supplemental documents in the online portal

## Late Nov. 2024

- Funding decisions announced

## Project Start Date

- Feb. 1, 2025

# Questions?

Community Partnership Program website:

[www.ohsuknightcancer.com/community-grants](http://www.ohsuknightcancer.com/community-grants)

## Contact us!

Email: [knightcancercro@ohsu.edu](mailto:knightcancercro@ohsu.edu)

Phone: 503-418-8077