

**Michigan State University
Families and Communities Together (FACT) Coalition
Innovations in University-Community Collaborations
2003-2004
Request for Proposals**



www.fact.msu.edu

The MSU Families And Communities Together (FACT) Coalition is conducting its annual competitive grant program to award approximately five (5) 12-24 month grants of up to \$50,000 for collaborative research on children, youth and family issues.

The purpose of this Request for Proposals is to increase our competitive stance for federal research funding and grants through foundations that address cutting-edge issues related to the health and well being of children, youth and families. FACT seeks to support multidisciplinary, collaborative research that links MSU with Michigan communities.

FACT will host open forums about this RFP on:

**Tuesday, November 18, 2003, 9:00 am – 11:00 am, Kellogg Center-Room 102
Wednesday, November 19, 2003, 1:00 pm – 3:00 pm, Kellogg Center-Room 102**

The purpose of these forums is to bring together potential partners for projects from on and off campus, to provide further details about the RFP, and to address questions about the application process. Additional information including the RFP application and a searchable database of potential partners is available on the **FACT web site at www.fact.msu.edu**.

Eligibility

Proposals must be collaborative efforts and projects must include:

- MSU faculty from more than one unit
- Off-campus MSU Extension staff and/or representatives of community organizations

Plans for Collaboration

Proposals must show evidence that the partnership has a plan for the development of a shared mission and shared power. Proposals must address how the mission, resources, decision-making and outcomes will be shared among the partners.

Topics

Proposals must focus on topics that fall within FACT's three (3) Areas of Distinction for the upcoming year:

(1) Family and Community Vitality:

Healthy, vital communities with an active citizenry are better able to address the myriad challenges facing children and families. In this area, FACT seeks to support research and outreach that furthers scholarship on community empowerment, leadership development and capacity building to meet child and family needs, particularly among vulnerable populations and communities.

(2) Families, Communities and Schools:

FACT seeks projects that build community capacity to support children and youth, and link families, schools and communities. Topics may include: literacy, school reform, out-of-school time, youth assets, technology in education, youth-at-risk, youth leadership development, youth sports, recreation and family involvement in schools.

(3) Family and Community Health:

FACT invests in research that supports healthy lifestyles for children, youth and families. Topics may include healthy eating, nutrition and health education, parenting and food, breastfeeding, eating disorders, obesity and food safety.

Examples of topics include:

- Building an engaged citizenry through parent involvement in failing schools, service learning, volunteerism, and/or other opportunities
- Mobilizing communities to address child and family needs through out-of-school programs, violence prevention efforts, recreation, and/or other activities
- Fostering neighborhood collaborations
- Building social capital
- Developing, integrating and coordinating services and efforts for children and families
- Promoting healthy lifestyles for children, youth and families

Criteria

FACT will prioritize projects that:

- Are multidisciplinary and integrative, representing diverse and meaningful relationships across departments and disciplines (senior-junior faculty partnerships encouraged)
- Link MSU faculty with Michigan communities and build partnerships
- Are useful to the community
- Have specific plans for seeking future extramural funding including a detailed description of potential funding sources to sustain the project
- Demonstrate use of accepted methods of research
- Propose a clear action plan, including research, application and dissemination
- Demonstrate potential to be successful, through vitae, letters of support, etc.
- Include a 10% match from department or organization, may be in-kind support
- Are led by a primary investigator who has not received FACT funding for a project in the previous year



Timeline

October 2003RFP Release
Nov. 18 & 19, 2003Open Forum Meetings
February 6, 2004 Submission Deadline
March 15, 2004Notification of Awards
April 1, 2004Project Start Date

Proposal Format

Proposals must include:

- ❑ No more than 10 pages of double spaced text (references, citations, budget, vitae, and other supporting documents not included in page count)
- ❑ Font size smaller than 12 will not be accepted
- ❑ Cover Page (download at www.fact.msu.edu)
- ❑ 250 word Abstract (sent on floppy disk in Microsoft Word or in Rich Text Format (RTF))
- ❑ Foundation of knowledge on which the project will be based
- ❑ Statement of project's importance and relevance to the community
- ❑ Objectives and research methods
- ❑ Work plan, timeline, and dissemination plan
- ❑ Plan for collaboration
- ❑ Plan for sustainability and seeking future external funding
- ❑ Budget and budget justification (download at www.fact.msu.edu)
- ❑ Vitae, resumes or professional biographies of all project leaders, including documentation of previously funded and non-funded projects
- ❑ Support of department chair, Extension County Director, and/or community affiliate
- ❑ Two (2) letters of support. Including one from each of the following: 1) College Dean or Department Chair, 2) Community partner or County Extension Director

Budget

Please download and complete the Budget Justification worksheet from the website at www.fact.msu.edu

- Money will not be available for capital items or indirect costs
- Funds must be administered through an MSU department
- No transmittal form is necessary
- Money for faculty salary is only available for summer for those on an academic appointment (No more than 20%)
- The 10% match may be in-kind



Review Process

A panel of children, youth, and family scholars from MSU will review proposals. The panel will be chaired by William Davidson, University Distinguished Professor, Department of Psychology.

- Notification of Awards by March 15, 2004
- Written evaluations will be distributed to principal investigators by April 16, 2004

Progress Reports

Progress reporting forms will be sent via email to all investigators of funded projects.

- Semi-annual progress reports are required for continued funding.
- A final report is due at the end of the project period.

Proposal Submission

Original, six copies, and a floppy disk copy (MS Word or in RTF) to be sent by February 6, 2004 to:

Families And Communities Together
(FACT) Coalition
RFP 2003-2004
Michigan State University
89 Kellogg Center
East Lansing, MI 48824-1022

If you have questions about downloading forms or need to request printed copies of required forms please contact FACT at (517) 432-9207 Or email: fact@msu.edu.

For more information contact:

FACT Co-Directors:

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FACT Chair of Review Panel:

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