

Funding Opportunity

Public Health Collaboratory

Letter of Intent Deadline: Friday, April 4, 2025

Full Proposal Deadline: Friday, May 30, 2025

Introduction and Background

The Institute for Public Health Practice, Research and Policy (IPHPRP) an entity of the College of Public Health (CPH) is inviting applications from University of Iowa (UI) faculty and research staff who are interested in establishing or expanding a team for research in population-based approaches to address a critical public health issue.

A Collaboratory is a creative group process designed to solve complex problems that brings the opportunity for new organizational networks to form. A “Collaboratory” methodology expands the scope, scale, and impact of public health research. This award provides an opportunity to gather collaborators from different backgrounds and disciplines around a topic to develop an innovative research proposal. This initiative is intended to stimulate an aspirational research proposal on a public health topic that leverages existing strengths at the CPH, while fostering new collaborations within and outside the University of Iowa.

A successful Collaboratory will lead to a sustainable research initiative such as a large research service or Center grant proposal that bolsters and builds upon areas of research closely linked to the CPH’s three areas of excellence—rural health, comparative effectiveness research, and community engagement.

Award Highlights

Title	Public Health Collaboratory
Project Period	July 2025 – ending 12 months from the start date
Anticipated Funding	Up to \$75,000
Eligible Applicants	This award is intended for newly established or establishing collaborative teams that desire to critically explore a current public health challenge. The team lead must have a primary appointment in the UI College of Public Health. Team leads can be faculty or research staff.
Letter of Intent Due Date	Submit the Letter of Intent (LOI) via email, by 5:00pm on April 4, 2025 , to Vickie-miene@uiowa.edu
Application Due Date	5:00pm, Friday, May 30, 2025

Anticipated Outcome	To develop an aspirational, large scale, research, training, or Center grant proposal that builds upon existing UI and CPH strengths.
Technical Assistance	For questions about this funding opportunity contact Vickie Miene, Executive Director, IPHPRP Vickie-Miene@uiowa.edu (319)-384-1511

Application Process

Participation in the CPH Collaboratory occurs through a competitive application process. The process includes completion of a **Letter of Intent** and completion of an **application**.

Application guidelines can be found at the end of this announcement. Primary consideration will be given to applicants with public health projects that are aspirational, innovative, multidisciplinary, and will likely lead to a first RO1 or to a center grant, program project, multi-site RO1, training grant, or other external large grant funding. Anticipated funding sources can be federal, foundation, or private.

Letter of Intent

A one-page Letter of Intent (LOI) will provide information regarding the likely number of proposals and provide opportunities to link faculty with similar interests during the proposal preparation phase. The LOI should be addressed to the Iowa Institute of Public Health Research and Policy. Submit the Letter of Intent (LOI) via email, by **5:00 pm on April 4, 2025**, to Vickie-miene@uiowa.edu

The LOI should include the following:

- Provide name and contact information (email and phone number) for the team lead. This person will be the identified primary contact for all communications regarding the application process.
- Provide name of CPH faculty/staff member
- Identify the critical public health topic to be addressed
- Provide title/name of proposed Collaboratory
- Provide 1-3 proposed aims for the Collaboratory
- List names, department and corresponding college of additional UI team members
- List names and organization or affiliation of team members external to the UI

Award Information

The full proposal for this RFA should be completed and submitted via email by **5:00 PM on Friday, May 30, 2025**. You will receive a confirmation email indicating that your proposal has been received. Questions about the application process can be directed to Vickie Miene, Executive Director of the IPHPRP through email at vickie-miene@uiowa.edu or by phone at (319) 384-1511.

Notification of awardees will begin in June with a program start date of July 2025. The project period will be 12 months from the award date.

Timeline Overview

RFA disseminated	January 2025
Letter of Intent due	5:00 PM on April 4, 2025
Full Proposal due	5:00 PM on May 30, 2025
Notification of awards to begin	June 2025
Project start date	July 2025
Project end date	12 months from the start date

Eligibility:

Newly forming teams with an idea to pursue a critical public health issue are encouraged to apply. **The team lead must have a primary appointment in the UI CPH.** All Faculty/Research Staff with a primary appointment in the CPH are invited to apply. In addition, teams are encouraged to:

- Include three or more faculty/research staff of varied backgrounds working together from at least 2 departments. **Faculty/research staff from multiple units are highly encouraged to apply.**
- Include local, regional, or national community partners
- Concentrate on innovative population health ideas which address a critical public health challenge.
- Include measurable project planning milestones that will assure forward progress during the Collaboratory process.

Infrastructure

The award recipients will utilize infrastructure and support provided by the College through the IPHPRP. The IPHPRP will assist with administrative support such as identifying future funders, support to provide meeting space, communications, web page development, project management support, etc. Staff of the Institute will meet with the awardee to collaboratively determine how to best assist in supporting the Collaboratory team. The team will sign a letter of agreement with the IPHPRP to outline expectations.

Reporting

Expense reporting will be completed monthly using the CPH accounting processes. Programmatic reporting will be completed quarterly to report project milestones.

Final product

The final product of the Collaboratory is an aspirational, externally funded research, training, or Center grant proposal.

Application Guide

The outline below provides guidance to complete an application for the CPH Collaboratory. Applications can be submitted as a PDF document and should be submitted by emailing the completed application to Vickie-miene@uiowa.edu. Applications must include the information in parts 1-6 below:

1. **Title Page:** A cover page that lists the team lead, team members, degrees, position titles, title of the Collaboratory, departmental addresses, phone numbers, and e-mail addresses.
2. **Executive Summary-Abstract:** A one page, single spaced, abstract should include an overview of the project including the title of the Collaboratory, names of team members, specific aims, methods, and anticipated outcomes.
3. **Research Proposal Narrative:** This portion of the full proposal is limited to a *maximum* of six single-spaced pages (not including citations). Roboto or Calibri 11 or larger font size should be used. The proposal should include the following:
 - a. Provide brief rationale for the importance of the chosen Collaboratory
 - b. Define the overarching aims or goals of the Collaboratory. Provide at least one specific aim along with brief rationale. What is the problem you want to address?
 - c. Collaboration & Synergy: Provide a list of collaborators along with corresponding departments and organizations who will be part of the proposed Collaboratory. Describe the unique contribution that team members will bring to the Collaboratory. Summarize prior relevant work conducted by team members. Describe why the team is uniquely qualified and suited to participate in the Collaboratory?
 - d. Define the significance of the Collaboratory and **how it will expand research in the chosen area.**
 - e. Describe in detail the approach and method by specifically defining:
 - The process that will be utilized to meet your goals. Be specific about the steps you will take in the planning process.
 - How will the team work together? What are your planned collaborative milestones?
 - The challenges that you anticipate as you implement the Collaboratory.
 - The plans for stakeholder engagement in the planning process.
 - Include a timeline with Collaboratory milestones.
 - Describe **expected outcomes**. If successful, what impact will the Collaboratory have? What will have changed or been made possible because of this Collaboratory opportunity?
 - What funding opportunities do you envision to support and grow the portfolio of work following the Collaboratory?

4. **Budget with Justification:** Selected applicants should plan for a start date in July 2025. The budget section should outline expenditures for the project (e.g., supplies, expenses for meetings, anticipated travel, etc.). **Funds may not be used for equipment.** Funds may be used for research staff and graduate research assistant's salaries, professional grant writing support, consultants, visiting scholars, convening partner meetings, visits to funding agencies, and other justified expenses. **Faculty/research staff salaries up to 10% FTE will be considered depending on the scope of the project.** Please remember that the total budget is not to exceed \$75,000. *Unspent funds will not be allowed to carry over past the 12-month project period.* Investigators are strongly urged to plan appropriately. Please itemize each line item on the budget.
5. **Biosketch:** Use the new NIH or NSF format and submit a Biosketch for each collaborator.
6. **Letters of Support** may be submitted as appropriate from collaborative partners and others to demonstrate your capacity to accomplish the planned goals.

Review Criteria:

Proposals will undergo a formal review process by the IPHPRP leadership with outside expert evaluators as necessary and appropriate. Funding preference will be given to innovative proposals that have promise to lead to additional, large scale, external funding opportunities.

Proposals will be evaluated on:

- Impact of purposed collaborations and synergy (Does the purposed Collaboratory have potential to generate novel synergies?)
- Scientific merit/quality, including adequacy of approach, originality and innovativeness of the proposal
- Qualifications of the key personnel and their ability to complete the project as proposed
- Degree to which the project addresses an issue of significant importance in public health
- **The potential to result in an aspirational, innovative, multidisciplinary, research proposal that will likely lead to R01, foundation or other external large grant funding.**