2023 CHIPTS Community-Research Kick Start Grant

CHIPTS is accepting applications for our 2023 Community-Research Kick Start Program. This funding opportunity is to help support workshops, planning meetings, symposia, or other activities that are designed to promote new science, foster new collaborations, or increase capacity building. The purpose of the program is to "kick start" the development of new research ideas and other projects to address emerging issues and needs of communities most impacted by HIV. Community collaborations and partnerships are strongly encouraged.
The proposed activities must contribute towards CHIPTS scientific theme of addressing the intersection of HIV/AIDS treatment and prevention and mental health and/or substance use co-morbidities. We encourage submissions that specifically address social and structural determinants of health (e.g., housing insecurity, stigma, and racism), resiliency, and protective factors, and the intersection of HIV/AIDS with sexually transmitted infections, substance use and mental health disorder syndemics. HIV-related health outcomes (e.g., HIV testing; PrEP uptake, adherence, continuation; HIV care continuum) should be examined. Applications that explore the impact of disruptors (such as COVID-19, MPOX) on HIV prevention, substance use, and/or mental health services (e.g., expansion of telehealth, self-testing, etc.) for communities impacted by HIV are also encouraged.

The funding amount can range from $500 up to $5,000 direct costs, based on proposed activities. Note that for institutions outside of UCLA, the amount of funding available may be affected by the institution's indirect cost rate. Proposals may be funded in whole or in part, and no single award will exceed $5,000. **Awards for this funding cycle must be spent by December 31, 2023.** All spending is subject to federal restrictions. Progress reports will be required 90 days from project start date, and within 60 days from project end date. Awardees should acknowledge the CHIPTS grant in work supported by the award and are required to present their work at a CHIPTS event such as the HIV Next Generation Conference or a CHIPTS Community Advisory Board meeting.

Deadline for applications is Friday, June 2, 2023. Proposals are reviewed and decided upon by the CHIPTS leadership committee. **Notification of awards will be made by June 23, 2023**. Application packet should be submitted via email to Damilola Jolayemi at OJolayemi@mednet.ucla.edu.

Award Requirements
- **The funds must be spent by December 31, 2023**. Any unused funds will be forfeited and returned to us. If you anticipate delays in spending by the due date, contact CHIPTS immediately.

- All expenses must be deemed allowable under university and NIH federal guidelines and policies. If you have any budget related questions, please direct them to Jenn Baughman at JBaughman@mednet.ucla.edu CC Damilola Jolayemi ojolayemi@mednet.ucla.edu.
- Acknowledge and cite the CHIPTS grant number (P30MH058107) in work supported by the award. The CHIPTS logo may be requested for use as appropriate, on any marketing materials, reports, publications, and other products that are derived from this funding source.
- Attendance at brief monthly check-ins with the CHIPTS Development Core.
- A brief 3-month progress update must be submitted by October 31, 2023. The progress report will include the status of the project, collaborations, reports/publications, and any planned projects stemming from the original proposal.
- An expense report that details all project expenses – actual and projected must be submitted by December 4, 2023. Funds must be spent by December 31, 2023.
- A final progress report that includes the project status, collaborations, and any deliverables supported by the award (e.g. slides, presentations, reports, publications, etc.) will be submitted within 60 days after the project completion by March 1, 2024 to Damilola Jolayemi at ojolayemi@mednet.ucla.edu, CC ukao@mednet.ucla.edu.
- Awardees must be willing to present their work at a CHIPTS event such as the HIV Next Generation Conference or a CHIPTS Community Advisory Board meeting.

Application Prompts

1. **Applicant Information** (*Full name, position title, organization name and address, phone number, and email address.)*

2. **Title of Program Activity**

3. **Specific Aims** *(List the key objectives of the proposed activities)*

4. **Proposal Narrative** (*≤ 700 words describing the: a. rationale for proposed activities in relation to promoting science, fostering collaboration, and or increasing capacity building at UCLA and in the community, and b. approach or plan for executing activities.)*

5. **Are the proposed activities considered "human subject research"?** (*Yes or No. If yes, notification of IRB approval or exemption must be included as part of the application.)*

6. **Organizers and key personnel** *(List the names, affiliations, and roles/contributions of those who are responsible for implementing the proposed activities)*

7. **Collaborators within and outside of UCLA** *(Must include at least one CHIPTS faculty member as one of the collaborators. Community collaborators are strongly encouraged.)*

8. **Budget and Justification** *(No longer than a page. Please outline expenses and provide brief justification. Make sure to include total budget for the proposed activities, amount requested from CHIPTS, and if there are other sources of support. Indirect costs must be included.)*

9. **Institution supporting the project** *(Name the institution prepared to receive funds on behalf of the project team. Include check recipient name and mailing address. If this is a UCLA department, indicate the department name.)*

    a. **Funding capacity** (Is the project team able to start spending against the grant immediately it is approved, pending transfer of funds? Funds transfer could take 6-8 weeks to process. The recipient institution must provide a guarantee that the project will commence upon notice of award and pending final transfer of funds. <u>Funds must be spent by December 31, 2023.</u>

10. **Timeline** *(No longer than half a page. All activities must be completed by December 31, 2023.)*