

REQUEST FOR PROPOSALS:

TISCH COLLEGE COMMUNITY RESEARCH CENTER

SEED GRANTS 2024-2025

Proposal Deadline: Monday, April 29, 2024, 5:00PM EST

Background

The Tisch College Community Research Center (TCRC) is a collaborative of community researchers, hosted at Tisch College, to help advance inclusive and multiracial democracy through community co-creation of research and knowledge. TCRC works to expand and support community co-created research, with an emphasis on participatory approaches through partnerships between community organizations and Tufts faculty, students, and staff. Since 2008, TCRC has awarded more than 30 grants, investing over \$300,000 to promote community-engaged research across all disciplines. The TCRC 2024-2025 Request for Proposals seeks to support and pilot new community-Tufts collaborative research projects that investigate solutions to community-identified concerns.

Areas of Interest

TCRC supports research proposals across all disciplines and Tufts campuses. Research teams must include both community stakeholders and Tufts faculty, leveraging community-engaged research practices (e.g., community-based participatory research). Additional details regarding community-engaged research and past seed projects can be found on TCRC's website: [TCRC](#)

Grant specifications:

1. Individual project funding is available up to \$10,000.
2. Funding awards will be available after July 1, 2024, and are intended for one-year projects (until June 30, 2025). If your project will require more time, please indicate the anticipated timeline necessary, up to an additional 6 months (Dec 2025).
3. A final report must be submitted within 3 months of the project end date (Sept 2025, if ends June 2025), unless an extension is approved. The report helps TCRC understand and share this work, and should include:
 - Goals, accomplishments, and challenges
 - Research findings and how these are shared
 - Lessons learned about the participatory research process, if applicable
 - Next steps regarding future research projects, funding proposals, and new or deepened collaborations.

Grant teams may also be invited to present their work at a TCRC meeting, the 2025 Tisch Community Research Forum, or other events.

4. The Tisch College Community Research Center must be credited in any publications, media announcements, or other products of the project. Grantees are expected to respond to an annual TCRC survey regarding related future research projects, funding proposals that emerge from this seed grant, and new partnerships.
(Post-award, TCRC is open to participation in future collaborations based on funded projects.)

Research Scope:

1. Proposals are highly encouraged, but not required, to address urgent or overlooked issues identified by community groups, and/or issues related to Tufts neighboring communities of Somerville, Boston Chinatown neighborhood, Boston Fenway-Mission Hill neighborhoods, Medford, and Grafton/Worcester area. All TCRC funded projects in 2024 are expected to be based in Massachusetts.
2. Proposals may be from any discipline, program, or department at Tufts; however, we encourage interdisciplinary proposals that involve more than one school, program, or department.

Community-Tufts Partnerships *(Additional information: <https://tischcollege.tufts.edu/research/tcrc>.)*

1. New, developing, or existing partnerships are welcome to apply. Throughout the year, TCRC offers its assistance to help develop new collaborations.
2. Applicant research teams must include at least one Tufts-based faculty member and at least one representative from a community-based organization. Please contact TCRC with any specific questions regarding eligibility.
3. We encourage the inclusion of Tufts students in research.
4. Applicants should clearly describe the participatory nature of their community-university collaboration. The collaboration must be maintained throughout the project, with ongoing sharing of project information between partners. Community partners, for example, should be co-authors on related publications whenever possible.
5. Only tax-exempt organizations or those with tax exempt sponsors are eligible as community-based partners.
6. Inclusion of thoughtful design/application of antiracist and action research practices that could be shared as lessons or resources for other researchers (post-award) are encouraged.

Other Application Requirements:

1. *Budget:* Applicants must clearly indicate how the TCRC funds will be used by providing a brief line-item budget and justification (stipends, hiring a research assistant, etc.). Please note that TCRC funds cannot be used to offset faculty salaries, for travel to conferences, or for journal submission fees. Supplemental support for university and community researchers (e.g., student stipends, faculty summer salary) may be included. Equitable budgets with appropriate funding allocated in support of community partners' participation are expected.
2. *Human Subjects:* Applications should specify whether the project will involve human subjects research. All projects involving human subjects as research participants will have to be submitted for approval or exemption to the Tufts Institutional Review Boards, either on the Medford campus (social, behavioral, educational research) or Boston (biomedical). Projects requiring human subjects approved protocols should anticipate the time that will be needed for

approval as well as training of research team members, including community partners. Details are available here: <http://www.tufts.edu/central/research/IRB/>

3. *Previous TCRC awards:* If any research partners have been prior recipients of TCRC grants, they must specify the year of funding, the project title, and certify that final reports were submitted to and accepted by TCRC.

Submission process:

Applications should consist of a maximum 3-pages (Times New Roman, 12-point type, single spaced, 1-inch margins) of narrative, not including a budget, brief justification, and references. The proposal should clearly articulate the research questions as well as the research methodology to be used, but the structure of the narrative is discretionary.

Please include signed letters (on letterhead) from all partners, both community and university, indicating that they have agreed to participate in the proposal. In lieu of individual letters, an MOU outlining project roles and signed by all partners may be submitted.

In addition, researchers should include a separate short synopsis or abstract (one paragraph) that TCRC may share relative to notifying our communities of awarded seed grants. Examples of previously funded research: <https://tischcollege.tufts.edu/research/tcrc/research>.

Please submit final applications via email to Elaine Donnelly, Director of TCRC, at elaine.donnelly@tufts.edu

TCRC anticipates total funding up to \$30,000 in seed grants during this submission period. Proposals will be reviewed by a team of community and university representatives, and grant awardees will be notified before the end of **June 2024**.

Please reach out to Elaine Donnelly, Director of TCRC, at elaine.donnelly@tufts.edu, with any questions. Funded applications also will be eligible for technical assistance from [TCRC's steering committee](#) during the implementation of the study, should they seek it.

About Tisch College:

The Jonathan M. Tisch College of Civic Life at Tufts University studies and promotes civic engagement to collectively advance towards the college's North Star: Building inclusive democracy in our increasingly multiracial society. Learn more at <https://tischcollege.tufts.edu/>