

Health Equity Scholars for Action 2023 Call for Proposals

Eligibility Criteria *

Instruction:

Respond to the questions below to indicate whether the applicant meets these conditions.

* Indicates required

1. The applicant home institution must be based in the United States or its territories. Awards will be made to organizations, not to individuals. Does the organization fit this criteria? *

- ☐ Yes
☐ No

2. Applicants must be U.S. Citizens, permanent resident, or granted Deferred Action for Childhood Arrival (DACA) status by the U.S. Citizenship and Immigration Services at the time of application. Do you fit the eligibility criteria described above? *

- ☐ Yes
☐ No

3. Individual candidates for receipt of award funds cannot be related to any Officer or Trustee of the Robert Wood Johnson Foundation, or be a descendent of the Foundation's founder as described above. Do either of the above apply to you? *

Individual candidates for receipt of award funds cannot be related to any Officer or Trustee of the Robert Wood Johnson Foundation, or be a descendent of the Foundation's founder. The Officers are the Chair of the Board of Trustees; President and CEO; Chief of Staff; Executive Vice President; General Counsel; Secretary; Assistant Secretary; Treasurer; Assistant Treasurer; Chief Operating Officer; and Chief Investment Officer of the Foundation.

- Are you related by blood, marriage, or adoption to any Officer or Trustee of the Robert Wood Johnson Foundation?
- Are you a descendant of the Foundation's founder, General Robert Wood Johnson?

- ☐ Yes. I am related to an Officer or Trustee of the Foundation or am a descendant of General Robert Wood Johnson.
- ☐ No. I am not related to an Officer or Trustee of the Foundation or nor am I a descendant of General Robert Wood Johnson.

4. If you specified "Yes" in the question above, please indicate the name(s) of the person/people to whom you are related. Include their role. *

You may skip this question if you responded "No" to the question above.

5. Are you a government official under Section 4946 of the Internal Revenue Code? *

Federal, state, tribal, and local government employees who are not considered government officials* under Section 4946 of the Internal Revenue Code are eligible to apply.

For these purposes, government officials are defined as any person who holds one of the following:

- An elective public office in the executive or legislative branch of the Government of the United States;
- An office in the executive or judicial branch of the Government of the United States, appointment to which was made by the President;
- A position in the executive, legislative, or judicial branch of the Government of the United States— (A) which is listed in schedule C of rule VI of the Civil Service Rules, or (B) the compensation for which is equal to or greater than the lowest rate of basic pay for the Senior Executive Service under section 5382 of title 5, United States Code;
- A position under the House of Representatives or the Senate of the United States held by an individual receiving gross compensation at an annual rate of \$15,000 or more;
- An elective or appointive public office in the executive, legislative, or judicial branch of the government of a State, tribe, possession of the United States, or political subdivision or other area of any of the foregoing, or of the District of Columbia, held by an individual receiving gross compensation at an annual rate of \$20,000 or more, and a significant part of whose activities include "the independent performance of policy-making functions;
- A position as personal or executive assistant or secretary to any of the foregoing; or,
- A member of the Internal Revenue Service Oversight Board.

Prior to selection, any applicant who is a government employee may be required to furnish a letter from the applicant's supervisor confirming that the applicant is not a government official under this definition.

- ☐ Yes, I am a government official.
- ☐ No, I am not a government official.
- ☐ Uncertain, if I am a government employee or unsure if I meet the definition of government official.

6. Please provide your job title and employer name. *

7. Individual applicants must be from a systematically marginalized group that has historically been underrepresented in research disciplines. Please specify how your background is historically underrepresented in research disciplines.*

Select one or more that apply.

- ☐ Educational background
- ☐ Financial background
- ☐ Identify as a member of the LGBTQIA+ (lesbian, gay, bisexual, transgender, queer or questioning, intersex, asexual and more) community
- ☐ Person with a disability
- ☐ Racial or ethnic background
- ☐ Other (please specify)

8. If you selected educational background above, please specify your historically underrepresented educational background.*

Select one or more that apply. If you did not select educational background above, choose "Not Applicable."

- ☐ English is not a native language (specify native language using the "Other" text box below)
- ☐ First-generation college graduate (i.e., first person in your immediate family to obtain a two or four-year degree in any country)
- ☐ Not applicable
- ☐ Other (please specify)

9. If you selected financial background above, please specify your historically underrepresented financial background.*

Select one or more that apply. If you did not select financial background above, choose "Not Applicable."

- ☐ Urban low-income community
- ☐ Rural low-income community
- ☐ Pell grant eligible in undergraduate college
- ☐ Received free or reduced-cost lunch benefits
- ☐ Not applicable
- ☐ Other (please specify)

10. If you selected racial or ethnic background above, with which racial or ethnic group do you identify? *

Select one or more that apply. If you did not select racial or ethnic background above, choose "Not Applicable."

- ☐ African American/Black (specify using the "Other" text box below)
- ☐ American Indian or Alaska Native (specify tribal affiliation using the "Other" text box below)
- ☐ Asian (specify country or family origin using the "Other" text box below)
- ☐ Latinx (specify country using the "Other" text box below)
- ☐ Native Hawaiian or Pacific Islander (specify using the "Other" text box below)
- ☐ Not applicable
- ☐ Other (please specify)

11. Have you completed a doctoral degree within the last 5 years? *

- ☐ Yes
- ☐ No

12. Are you a junior faculty member in an accredited school, with a full-time academic position that could lead to tenure, or poised to be in such a position by the start of the grant? *

- ☐ Yes
- ☐ No

13. Have you served as a project director or principal investigator on any grant since receiving your doctoral degree? *

- ☐ Yes
- ☐ No

14. Are you a current or former principal investigator on an NIH R01 research project or equivalent award? *

- ☐ Yes
- ☐ No

15. Are you in the process of applying to other research fellowships/traineeships (i.e., NIH K award or equivalent)? *

If you accept another fellowship/traineeship during the application process, you are no longer eligible for this award.

- ☐ Yes
- ☐ No

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Scholar Expectations*

* Indicates required

The following are expectations for all HES4A scholars:

- Collaboration with RWJF program officers and other HES4A scholars to identify and leverage potential synergies across scholar projects and to disseminate results broadly.
- Regular meetings with technical mentor and career coach.
- Active participation in research collaboration and translation activities offered through P4HE.
- Participation in other activities organized by RWJF and other program offices (P4A, E4A, and S4A) including, but not limited to, webinars, blogs, podcasts, research meetings and presentations, and policy briefings.
- Participation in periodic progress check-ins throughout the grant period with RWJF staff overseeing the program.
- Attendance at annual scholar convenings. If held in person, travel and hotel costs to attend will be covered by RWJF.

1. If selected for funding, will you be able to fulfill these expectations?*

- ☐ Yes
☐ No
-

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Home Institution *

Instruction:

Provide the following information about the applicant home institution. **Include the formal legal name of the home institution that, if awarded, will receive grant funds.**

Note: If the home institution is a college or university, include the appropriate school, department or unit.

You may use the "Select organization information" link below to facilitate the entry of home institution data required below. If the information already exists in the GuideStar Exchange or from prior activity with RWJF, the fields below will be prepopulated with the required data. If that occurs, please be sure to proofread the prepopulated information to ensure that it is accurate and current. Feel free to edit as needed. [Use this link](#) to learn more about this feature. If, instead, you prefer to manually enter all the required information below, you may do so.

* Indicates required

Home Institution *

School/Department/Unit

Address *

Address (line 2)

City *

State / Territory *

Zip Code + 4-digit extension *

Phone Number *

Website

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Key Contacts *

Instruction:

Provide information for the contacts listed below.

- To save your partially completed page, scroll to the bottom of this page and select "Save, continue editing" or "Save, return home."
- Use the "Copy" feature to copy completed organizational and address information to a new contact. Choose a role from the drop-down menu and select the "Copy" button.
- If the key contact organization is a college or university, include the appropriate school, department, or unit.

You may use the "Select contact information" link below to facilitate the entry of data required below. If the information already exists in the GuideStar Exchange or from prior activity with RWJF, the fields below will be prepopulated with the required data. If that occurs, please be sure to proofread the prepopulated information to ensure that it is accurate and current. Feel free to edit as needed. [Use this link](#) to learn more about this feature. If, instead, you prefer to manually enter all the required information below, you may do so.

Principal Investigator *

This is the person with the responsibility for overseeing the project. This person will be the primary recipient of all key Foundation correspondence: copy of award notice, post-award financial and monitoring, and grant closure. Additionally, this person may be contacted after the submission deadline by SSRS, an independent research firm. If contacted, they will be asked to complete a brief, online survey about the proposal process and applicant characteristics. RWJF will share this person's contact information, including email address, with SSRS for the sole purpose of soliciting feedback.

* Indicates required

Email *

Confirm Email *

Prefix *

First Name *

Middle Name

Last Name *

Suffix

Degree(s) *

Home Institution *

Position *

School/Department/Unit

Address *

Address (line 2)

City *

State / Territory *

Zip or Postal Code *

Office Phone Number *

Phone Extn

Cell Phone Number

OPTIONAL SECTION-Home Institution Advisor

Applicants are strongly encouraged to involve a home institution advisor, if they have one, to play an additional role of supporting the scholar in navigating dynamics and conditions specific to the scholar's institution. We expect that this relationship will minimize conflicting expectations scholars may encounter at their home institution and their participation in HES4A. Note: Applicants will not be penalized for not having a home institution advisor, and they will not be given an advantage in the selection process if they have one.

* Indicates required

Email *

Confirm Email *

Prefix *

First Name *

Middle Name

Last Name *

Suffix

Degree(s) *

Home Institution *

Position *

School/Department/Unit

Address *

Address (line 2)

City *

State / Territory *

Zip or Postal Code *

Office Phone Number *

Phone Extn

Cell Phone Number

Health Equity Scholars for Action 2023 Call for Proposals

Project Summary

Instruction:

Provide the following information for your proposed project:

- Proposed project title (maximum 150 characters)
- Statement of Impact (maximum 2,500 characters including spaces)

* Indicates required

Proposed Project Title: *

Total Amount of RWJF Funding: \$

260,000

Duration

24 months

Statement of Impact: *

Please describe how this program would advance your professional development and help you achieve your career goals (2,500 characters including spaces).

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Project Information Questions*

Instruction:

As appropriate, please respond to the questions listed below.

* Indicates required

1. What academic discipline does the principal investigator represent?*

Select all that apply.

- | | |
|---|--|
| <input type="checkbox"/> Anthropology | <input type="checkbox"/> Health Policy |
| <input type="checkbox"/> Architecture | <input type="checkbox"/> Health Services |
| <input type="checkbox"/> Banking | <input type="checkbox"/> Housing |
| <input type="checkbox"/> Biology | <input type="checkbox"/> Law Medicine |
| <input type="checkbox"/> Business | <input type="checkbox"/> Nursing |
| <input type="checkbox"/> Communications | <input type="checkbox"/> Political Science |
| <input type="checkbox"/> Community Planning | <input type="checkbox"/> Psychology |
| <input type="checkbox"/> Design | <input type="checkbox"/> Public Administration |
| <input type="checkbox"/> Economics | <input type="checkbox"/> Public Health |
| <input type="checkbox"/> Education | <input type="checkbox"/> Public Policy |
| <input type="checkbox"/> Engineering | <input type="checkbox"/> Social Work |
| <input type="checkbox"/> Epidemiology | <input type="checkbox"/> Sociology |
| <input type="checkbox"/> Finance | <input type="checkbox"/> Transportation |
| <input type="checkbox"/> Health Care | <input type="checkbox"/> Urban Planning |
| <input type="checkbox"/> Other (please specify) | |
-

2. How did you hear about the Health Equity Scholars for Action CFP?*

Select all that apply.

- | |
|--|
| <input type="checkbox"/> Conference |
| <input type="checkbox"/> Email |
| <input type="checkbox"/> New Connections network |
| <input type="checkbox"/> Social media |
| <input type="checkbox"/> Website |
| <input type="checkbox"/> Word of mouth |
| <input type="checkbox"/> Other (please specify) |
-

Health Equity Scholars for Action 2023 Call for Proposals

Letter of Intent Narrative *

Instruction:

To Begin: Download the template shown below. Follow the instructions included on the template.

To Upload: Upload the completed document(s) by selecting the "Upload" button below. For assistance with uploading, refer to the "Upload Documents" section of the "Applicant Guide," (see "Resources" area on the left).

When you have completed this page, select the "Save, section finished" button at the bottom of the page. Once all sections of your application are complete, you may "Submit" from the Home Page. All uploaded documents may be updated and replaced until you submit your application.

* Indicates required

Description	Templates	Uploaded Documents
Letter of Intent Narrative * Download the template in the "Templates" column to the right, and follow the instructions carefully. To maintain the original formatting, you must convert your document to a PDF prior to uploading . For additional information, refer to "Troubleshooting Tips" (see "Resources" area on the left). <i>Maximum of two pages.</i>	Letter of Intent	

Health Equity Scholars for Action 2023 Call for Proposals

Curriculum Vitae for the Applicant *

Instruction:

The Curriculum Vitae for the Applicant is required and must be uploaded as a PDF.

To Upload: Upload the completed document(s) by selecting the "Upload" button below. For assistance with uploading, refer to the "Upload Documents" section of the "Applicant Guide," (see "Resources" area on the left).

When you have completed this page, select the "Save, section finished" button at the bottom of the page. Once all sections of your application are complete, you may "Submit" from the Home Page. All uploaded documents may be updated and replaced until you submit your application.

* Indicates required

Description

Templates

Uploaded Documents

Curriculum Vitae for the Applicant *

- Maximum of one 30-page document
- The CV must be saved as a PDF. In the "Resources" area on the left of the online system, you will find the "Applicant Guide." Within the guide, there are links to "Upload Documents" and "Troubleshooting Tips" for converting your document to a PDF.

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**Healthy Equity Scholars for Action - 2023
Letter of Intent Template**

Use this template to provide your letter of intent.

You should:

- Save this template as a separate file before you begin, so you have the instructions available at all times.
- Complete the **identifying information** shown below this block of instructions. Identifying information included in the template can be condensed as much as possible and/or be embedded in the header to conserve space. This must be included at the top of the first page and counts toward the two-page limit.
- Describe your project in the letter of intent section below (maximum of two pages), single spaced. **Your description should address three major questions:**
 - o **Rationale (½ page) – What will be gained from this work?**
 - Describe the research topic and how it relates to one or more of RWJF's research funding program areas as described in the "Research" section of the CFP.
 - Explain why this research is important, what key gaps in knowledge will be addressed, and the potential of findings to improve population health, well-being, and equity.
 - o **Research approach and activities (~1¼ – 1½ pages) – What specific research question(s) or hypotheses will be examined and how will this be accomplished?** *This should include a summary of the methods and data that will be used, the study setting and population, and anticipated use of results.*
 - Clearly state the research question(s) and/or hypotheses.
 - Specify the health and other outcome(s) being measured.
 - Provide as much detail about the study design as possible, including a summary of the methods that will be used, the study setting and population, and plans for data collection and analysis.
 - Describe your plans for gaining access to the data, and the populations, or the settings in which the research takes place.
 - Describe your capacity to conduct the research, and what steps you will take to build your capacity or gain expertise required to carry out the research.
 - o **Dissemination (< ¼ page) – What are your plans to disseminate the proposed research?**
 - Describe any conferences and presentations, peer-reviewed journals or other publications, websites, and other methods through which you plan to disseminate your findings.
- **Save your final letter as a PDF.** In the "Resources" area on the left of the online system, you will find the "Applicant Guide." Within the guide, there are links to "Upload Documents" and "Troubleshooting Tips" for converting your document to a PDF.
- Upload the PDF to the "Letter of Intent Narrative" section of the online system.

NOTES:

- Your letter of intent should be typed in **11-point Arial font and black type. The entire document, including section headings, should be no more than two**

pages with single spacing and one-inch margins on the top, bottom and sides of the page.

- You will not be able to upload a document that is longer than two pages.
- Do not adjust the margins or font style/size of this template.
- You may include references for your LOI but they are not required. They do not need to be in any official format, other than the requirements listed above. They should be included in the total page limit.
- No hard-copy materials will be accepted.

Remember to delete this block of instructions before uploading this template.

Identifying Information

Project Title: (your project title goes here)

Letter of Intent I.D.: (your letter of intent ID goes here—found in the upper right corner of any screen in this online system)

Applicant Name: (your principal investigator's name goes here)

Legal Name of Home Institution: (legal name of applicant home institution goes here)

Letter of Intent: (Your letter of intent begins here. Do not exceed two pages, single spaced.)

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