

# Community Partnership Research Program

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## Program Guidelines

Overview	
Value and Duration	Up to \$50,000 per year for one to two years
Deadline	NOI: March 15, 2024 Full Application: May 1, 2024
Submission Procedure	NOIs submitted to <a href="mailto:connaught.secretariat@utoronto.ca">connaught.secretariat@utoronto.ca</a> Full Applications are to be submitted via <a href="#">MRA</a> by the application deadline.

This initiative is intended to help create new collaborative research partnerships, or nurture early-stage partnerships, between the University and community partners, that support research driven by needs and priorities identified by community partners. Funded partnership projects will equitably engage community partners and let non-academic organizations and university researchers access each other's unique knowledge, expertise, and capabilities on issues of mutual interest. Partnerships supported should show potential to evolve into more established relationships that will attract funding through external agencies, for example, the SSHRC Partnership Grant programs.

### Value and Duration

Projects can request up to \$50,000 per year for one or two years, for up to a total of \$100,000. A total of \$300,000 is available through this competition.

### Eligible Projects

Proposed projects must be led by a team including at least one **full-time, campus-based** University of Toronto faculty member and at least one community partner organisation, and must address a research topic driven by needs and priorities identified by community partners.

Proposed projects are expected to:

- Clearly demonstrate how community partners are engaged throughout the research project: from co-creation of the research question, design and methods, implementation, and outcomes and impacts.
- Involve graduate and/or undergraduate students for the purposes of integrating research and experiential learning;
- Involve faculty and students from across academic disciplines and divisions, where appropriate;
- Engage existing UofT partnership support offices and networks where appropriate (e.g., Centre for Community Partnerships, divisional partnership offices); and
- Be a new activity, not currently supported by external funding.

Projects funded through previous CPRP competitions are not eligible for this competition.

## Team Composition

Applicant Teams must include:

- A full-time, **campus-based** University of Toronto faculty member; and
- A co-applicant from a lead community partner organisation.

Teams may also include:

- Representatives of additional partners or stakeholder groups;
- Other UofT faculty members and or postdoctoral fellows, as appropriate;
- Other participants deemed essential to the success of the initiative.

Note: Individuals named as members of the applicant team cannot be compensated with grant funds; and team composition should take equity, diversity and inclusion into account.

## Equity and Diversity

The University of Toronto embraces diversity and is building a culture of belonging that increases our capacity to effectively address and serve the interests of our global community. We strongly encourage applications from Indigenous Peoples, Black and racialized persons, women, persons with disabilities, and people of diverse sexual and gender identities.

In order to be considered for this funding opportunity, all UofT Principal Investigators are required to answer the University of Toronto's Employment Equity Survey, available through [Employee Self-Service](#), by no later than the application deadline. Applicants may voluntarily self-identify in all applicable groups, or they may log a response indicating that they decline the survey. *Aggregated* results as of the closing of this posting will be sent to the Research Equity and Development Strategist and may be accessed by only a small number of designated senior administrators within the Division of the Vice-President, Research and Innovation (VPRI). Any information directly related to you is confidential and cannot be accessed by the reviewers or by VPRI staff. The aggregated information will be used by VPRI as part of our ongoing efforts to identify barriers to participation and embed the principles of equity, diversity, and inclusion in the administration of internal funding programs. If you have already completed the survey, thank you; your responses will be included in the aggregated results.

The University also acknowledges that scholars have varying career paths and that career interruptions due to personal circumstances can be part of an excellent academic record. Review panel members have been instructed to give careful consideration to, and to be sensitive to the impact of, career interruptions in their assessments.

## Eligible Community Partners

Eligible partners include organizations from the not-for-profit or public sector, including but not limited to government departments and agencies, bands, Tribal Councils, foundations, para-public institutions, community groups and other non-governmental organizations.

## Eligible Expenses

Expenses deemed necessary to the proposed research outcomes, including but not limited to:

- Personnel costs, which may include student support and staff support;
- Travel and hospitality costs associated with research and collaboration (reasonable costs consistent with relevant institutional policies);

- Costs associated with community-building events (e.g., event facilitation, interpretation, accommodations for persons with disabilities);
- Stipends and honoraria to support participation of community partners.
- Individuals employed and compensated by another organization for the time spent on the funded research/activities cannot be compensated from grant funds. However, grant funds can be used to reimburse the organization for costs incurred in compensating the individual for time spent on the grant activities.

The administrative home of the initiative and other participating academic units are encouraged, but not required, to contribute to the costs of the initiative, and are expected to enable the initiative through the provision of meeting space and other in-kind supports (e.g., administration, space, IT support, outreach).

### **Desired Outcomes**

- Strengthened bonds between the University and community groups
- Implementable solutions to pressing social issues identified by the partner organisation
- Creation of new information/resources available to the public/other interest groups
- Enhanced student skills/experience conducive to future career development
- Events to showcase the initiative, its progress, outcomes and impacts. Funded teams may be invited to participate in UofT events and activities showcasing their partnership.
- Foundation for leveraging external funding for further research and training activity

### **Adjudication Process**

Applications will be subject to peer review by a panel of UofT faculty members and representatives of community-based organizations, assembled under the auspices of the Connaught Committee. Results will be communicated approximately 6-8 weeks following the deadline. Funded projects commence in July 2024.

### **Adjudication Criteria:**

- Significance of partnership objectives and goals; extent to which proposed project addresses needs and priorities of community partners (Challenge)
- Strength and involvement of team and partners; clear engagement of community partners in research design and delivery
- Appropriateness and feasibility of research approach and methods, including considerations of equity, diversity, inclusion, and decolonization in the research design, as appropriate to the project
- Considerations of equity, diversity, and inclusion in the research team, including the recruitment of students and their mentorship in community-engaged research
- Sustainability of partnership
- Potential outcomes and impacts

Proposals will be assessed against these adjudication criteria, taking into consideration the program objectives and desired outcomes. Preliminary scores provided by members of the review panel are used to generate preliminary rankings that inform committee deliberations and recommendations.

### **Applications and Deadlines**

Applicants are required to submit a Notice of Intent (NOI) by **March 15, 2024**, to the Connaught Secretariat at [connaught.secretariat@utoronto.ca](mailto:connaught.secretariat@utoronto.ca).

Full applications are due **May 1, 2024**, and must be submitted via [MRA](#) (My Research Applications).

### **Reporting**

Each project will be required to provide an annual report and a final report on progress toward identified goals, unforeseen challenges and opportunities, and use of funds (from the CPRP program and other sources).

For program queries, contact Cheryl Nash, Research Funding Officer, Research Services Office – [cheryl.nash@utoronto.ca](mailto:cheryl.nash@utoronto.ca)