



COMMUNITY-BASED PARTICIPATORY RESEARCH SCHOLARS AND AWARDS PROGRAM

PROGRAM ADMISSION INFORMATION AND APPLICATION

IMPORTANT 2018 DATES

Application Due: February 23
Notice of Acceptance: March 2
Training (Ten sessions): March 21-June 20
Pilot Proposal Application Due: November 1

This document contains admission information on and application materials to the Community-Based Participatory Research Scholars and Awards Program for Columbia University faculty and leaders of community and faith-based organizations serving upper Manhattan and The Bronx in New York City. The Community-Based Participatory Research Scholars and Awards Program is a two-part program including a training course, Introduction to Community-Based Participatory Research, and an opportunity to apply for competitive pilot funding. The Program is provided at no cost to admitted participants.

Community-Based Participatory Research Scholars and Awards Program

“Community-based participatory research in health is a collaborative approach to research that equitably involves all partners in the research process and recognizes the unique strengths that each [partner] brings. CBPR begins with a research topic of importance to the community with the aim of combining knowledge and action for social change to improve community health and eliminate health disparities.”

-W.K. Kellogg Foundation

The Community-Based Participatory Research Scholars and Awards Program is central to achieving the goal of the Irving Institute for Clinical and Translational Research to stimulate community-engaged research between Columbia University faculty and community/faith-based organizations. A key capacity-building opportunity, the Community-Based Participatory Research Scholars and Awards Program (CBPR Program) is a two-part program that offers structured training and practical experience in community-based participatory research (CBPR). Participants begin their training with the Introduction to Community-Based Participatory Research course, which provides an overview of the fundamental concepts and components of CBPR methodology and acquaints participants with strategies for developing academic-community partnerships. Working in academic-community partnered pairs, participants co-develop a pilot research proposal that they submit to the Irving Institute for funding consideration. The CBPR Program is offered at no cost to all admitted participants.

Academic-Community Partnered Pairs

Participants will practice CBPR by being in academic-community partnerships from the onset of the course. All partnerships will consist of at least one academic and one community partner. Participants will gain an appreciation of all the components involved in CBPR and sound health research through co-learning and practicing various parts of the research process. Partners are expected to complete assignments together in-between seminars. All partners will develop a research proposal using a CBPR approach.

Applying with a Partner

Academic and community applicants are encouraged to apply together as a partnership.

Individual Applicants

Applicants planning to apply individually are encouraged to discuss their areas of interest with Alejandra N. Aguirre, Senior Program Manager, far in advance of the application deadline. Doing so may aid with identifying a suitable academic/community partner prior to the start of the CBPR Program. Ms. Aguirre can be contacted via email at ana2104@cumc.columbia.edu or by phone at (646) 697-2272.

Introduction to Community Based

Participatory Research: Course Structure

An important goal of this course is to establish a common language for seminar discussions that will enable all participants to experience co-learning with the goal of empowering partners (community stakeholders and academic researchers) to develop research proposals and carry out funded research of mutual interest.

The course seminars will take various formats depending on the topic being covered. Topics covered include: definitions of community, issues of power and control, engagement and participation, the appropriate use of qualitative and quantitative methods, and research design. All seminars will take a lecture-and-lab format, with a 1.5-hour lecture and a 1-hour exercise lab. The exercise-lab will provide opportunities for discussion and practical applications of concepts presented in the lecture and readings.

Irving Institute for Clinical and Translational Research, Program Sponsor

The Irving Institute for Clinical and Translational Research aims to transform the way health research is conducted, enabling the development and implementation of new treatments and prevention strategies more efficiently and effectively. The Irving Institute is funded by the Clinical and Translational Science Award of the National Institutes of Health (NIH), a program key to the NIH's mission of accelerating discoveries towards better health.

As part of the Irving Institute's mission to transform the way health research is conducted, its Community Engagement Core Resource (CECR) fosters research conducted in partnership with community to better inform the application of scientific findings to clinical and community practice. CECR supports community-engaged research between Columbia University researchers, multi-sector stakeholders, and the community at-large by providing (1) capacity building opportunities for and guidance with community engaged research, (2) free physical space in the community for health related activities at Columbia Community Partnership for Health, (3) community-based websites called GetHealthyHeights.org and GetHealthyHarlem.org to improve outreach between Columbia University, community-based organizations, and the community at-large, and (4) linking community residents to health research, information, and services.

More information on the Irving Institute and the Community Engagement Core Resource is available on our website at irvinginstitute.columbia.edu.

Course Dates, Time, and Location

The course meets from 4pm to 6:30pm at Columbia Community Partnership for Health located at 390 Fort Washington Avenue, NYC, 10033 for ten sessions on the following dates:

March 21 and 28

April 11 and 25

May 2, 9, and 23

June 6, 13, 20

In addition to the in-person seminars, participants will undertake independent reading and writing exercises outside of class.

Learning Modules & Seminar Objectives

The seminars are divided into six modules. At the end of the course, participants will be able to:

1st module: Introduction to CBPR

- Identify and discuss their interests in and perspectives about CBPR
- Identify and characterize their multiple identities and discuss how those identities can be a strength and a challenge in CBPR
- Describe the tenets and general principles of CBPR
- Identify and discuss theoretical perspectives that have shaped the development of community-based participatory research
- Define “community” and discuss issues associated with identifying community and community partners
- Characterize types of community-academic partnerships as well as identify the strengths and challenges in those partnerships including issues of power and control
- Identify and demonstrate the use of communication techniques for community engagement

2nd module: Research Methods

- Define research and describe types of research methods
- Explain the difference between traditional research approaches and CBPR
- Discuss the principles of participatory research in case studies and community settings
- Identify and analyze dimensions of participatory research in relationship to health disparities

3rd module: Quantitative Research Methods

- Define and describe the principles of quantitative research methods
- Describe the advantages and disadvantages of quantitative designs
- Distinguish between the different types of quantitative approaches
- Review and critique quantitative methods within field-based case examples
- Discuss how to employ CBPR approaches into quantitative methods

4th module: Qualitative Research Methods

- Define and describe the principles of qualitative research methods
- Describe the advantages and disadvantages of qualitative research
- Distinguish between the different types of qualitative approaches

- Review and critique qualitative methods within field-based case studies
- Discuss how to employ CBPR approaches into qualitative methods
- Describe the relationship between qualitative and quantitative methods

5th module: Writing a Research Proposal using a CBPR Approach

- Discuss where to look for and how to find research funding opportunities
- Describe components of a CBPR focused research proposal

6th module: Practice, Reflection and Reporting

- Discuss the skills necessary for participating effectively in CBPR projects
- Identify and discuss three advantages and three limitations of the CBPR approach in addressing public health problems
- Describe ethical issues in CBPR and how they can be addressed
- Demonstrate and discuss principles and practice of consensus building

Course Instructors

The course is team-taught by CBPR experts from Columbia University Medical Center and ARC XVI Fort Washington, Inc. who have significant experience with academic-community research partnerships.



Fern Hertzberg, MSW
Executive Director
ARC XVI Fort Washington, Inc.

Fern Hertzberg is the Executive Director of ARC XVI Fort Washington, Inc., which is a multi-service senior citizen organization that provides senior center, social adult day care, and transportation services to the well, the frail, and the disabled elderly. Ms. Hertzberg brings a wealth of knowledge about a wide range of senior services to every project with which she associates herself. Ms. Hertzberg is well known for her advocacy for improved services and finding funding for the elderly in her community. An MSW graduate from Yeshiva University's Wurzweiler School of Social Work, her educational interests underlie her community-based philosophy to engender education and strengths-based advocacy. Ms. Hertzberg is currently Co-chairperson of the Washington Heights and Inwood Council on Aging, a position she has held since 2002 and the Treasurer of AFADS, Advocates for Adult Day Services, Inc. ARC XVI Fort Washington, Inc. has a history of working with the Irving Institute for Clinical & Translational Research, Mailman School of Public Health and others at CUMC in promoting research with the elderly in Washington Heights and Inwood. As such Ms. Hertzberg has been well-suited to serve as a collaborating partner on many research projects.



Joyce Moon-Howard, DrPH
Adjunct Associate Research Scientist, Irving Institute for Clinical and Translational Research, Columbia University Medical Center
Clinical Associate Professor, College of Global Public Health, New York University

Joyce Moon Howard, DrPH is an Adjunct Associate Research Scientist with the Irving Institute for Clinical and Translational Research. In addition, Dr. Moon-Howard is a Clinical Associate Professor of Global Public Health at NYU's College of Global Public Health where she teaches courses in program evaluation and community-based participatory research (CBPR). Her research has involved strengthening partnerships between academic centers and community residents and

the link between research and service delivery. She is a former Chair of the panel on CBPR at the Association of Schools of Public Health Education Committee Workshop, charged with making recommendations to advance teaching in graduate programs within schools of public health. Dr. Moon-Howard is principal investigator on research examining contextual influences on HIV in African American communities and with support from the National Institute of Child Health and Human Development (NICHD) she has explored the role and influence of religious institutions and leadership on HIV/AIDS risk and prevention strategies. She has utilized findings from her tobacco studies to develop tobacco related interventions for pregnant and parenting women in her seven-year Health Resources and Services Administration (HRSA) funded Maternal and Child Health grant which evaluates health and related services for women in Queens, Nassau and Suffolk Counties.

CBPR Pilot Awards

At the conclusion of the course, participants will be eligible to apply for a one-year pilot grant of \$30,000. Up to four applications will be funded. Only academic-community partners in the 2018 CBPR Program course are eligible for the pilot awards. Funding will be awarded to studies that have the potential to apply for larger funding opportunities in CBPR research. The unique pilot awards will require that both the community agency and the academic partner submit as Co-Principal Investigators. This will allow the agency experience in meeting the criteria set forth by the Columbia University Medical Center's fiscal department and Institutional Review Board. It will also allow the academic partner to gain experience working with a community-based Principal Investigator in a more equitable way than is currently practiced. Proposal guidelines and application will be distributed early in the course. After the end of the course, participants will have four months to refine their study proposals, receiving regular feedback from the leadership of the Irving Institute's Community Engagement Core Resource. Applications will be due on November 1, 2018.

Program Eligibility Criteria

Health, Social Service and Faith-Based Organization (*Community*) applicants must:

- Hold the title of Executive Director, Assistant Executive Director, or other high level administrator at a non-profit organization serving upper Manhattan and/or The Bronx;
- Commit to attend all ten seminar sessions and stay for the entire duration of the session;
- Commit to submitting a proposal for pilot funding with an academic partner participating in the course from Columbia University;

Columbia University applicants must:

- Be employed at Columbia University with an academic appointment of Assistant/Associate/Full Professor and conduct health research;
- Commit to attend all ten seminar sessions and stay for the entire duration of the session;
- Commit to submitting a proposal for pilot funding with a community partner participating in the course from a non-profit serving upper Manhattan and/or The Bronx;

Prospective academic applicants are encouraged to consult with their department/division chair about their participation in the program.

Please note:

- The Irving Institute's Community Engagement Core Resource covers all expenses associated with participation in the course (i.e. books and materials).
- This course does not lead to course credit, a degree or certification.
- All instruction is conducted in English.
- Acceptance into the course does not guarantee a pilot award.
- Accepted applicants will be required to complete a pre- and post-course evaluation, and may be contacted periodically to provide information on their research and partnership involvement.

Application Deadline: February 23, 2018

Interested applicants should submit their application as soon as possible but no later than February 23, 2018.

Applicants will be notified of their acceptance by March 2.

COMMUNITY BASED PARTICIPATORY RESEARCH SCHOLARS AND AWARDS PROGRAM

APPLICATION

To apply submit the set of materials itemized below to Alejandra N. Aguirre, MPH, Senior Program Manager, by either email at ana2104@cumc.columbia.edu or fax at (212) 568-3453 as soon as possible but no later than February 23, 2018. Questions can be directed to Ms. Aguirre by email ana2104@cumc.columbia.edu or telephone (646) 697-2272.

Each applicant must provide:

- Current Resume or Curriculum Vitae
- Community applicants who do not hold the title of Executive Director must submit a letter of support from their supervisor

Applicant 1 Contact Information

Full Name (First, Middle, Last): _____
Job Title: _____
Program/Department: _____
Organization/School: _____
Address: _____
City: _____ Zip Code: _____
Preferred Email Address: _____
Telephone: _____
Website URL (if any): _____
Name of Executive Director if different from applicant: _____

Applicant 2 Contact Information

Full Name (First, Middle, Last): _____
Job Title: _____
Program/Department: _____
Organization/School: _____
Address: _____
City: _____ Zip Code: _____
Preferred Email Address: _____
Telephone: _____
Website URL (if any): _____
Name of Executive Director if different from applicant: _____

Questions 1-7 are for community applicants only:

1. Briefly describe the function of your organization:

2. Which of the following best describes your organization?

- 1 Academic/educational institution
- 2 Faith-based organization
- 3 Government agency
- 4 Health clinic/medical facility
- 5 Social service agency
- 6 Other: _____

3. How many people are employed by the organization?

- 1 Ten or less
- 2 More than ten but less than 20
- 3 More than 20 but less than 50
- 4 More than 50

4. How many people does your organization serve on a monthly basis?

- 1 Less than 100
- 2 100-300
- 3 301-500
- 4 501-700
- 5 701-900
- 6 901+
- 7 Not Applicable

5. What year was the organization established?

6. What is the organization's employer identification number?

7. How long has the applicant worked in upper Manhattan and/or The Bronx?

- 1 Less than six months
- 2 More than six months but less than a year
- 3 One or more years but less than five years
- 4 Five or more years but less than ten years
- 5 Ten or more years

For all applicants:

8. Briefly describe your level of experience with research methods and proposal writing:
(Note: This information is for the sole purpose of informing the development of the curriculum)

9. List the areas of interest or focus for the organization and researcher (e.g., domestic violence, diabetes, obesity):

Applicant 1 Acknowledgement

I understand the course and eligibility requirements.

Applicant Signature:

Applicant Name:

Date:

Applicant 2 Acknowledgement

I understand the course and eligibility requirements.

Applicant Signature:

Applicant Name:

Date: