

# TRDRP

## Applicant Informational Webinar

### 2025 Community-Partnered Participatory Research Award (CPPRA)

### Pilot Awards & Full Awards

**July 16, 2024**

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# Webinar Overview

## Programmatic Overview

- TRDRP's Mission and updates to 2025 Call for Applications
- The CPPRA Initiative and Awards
- Scoring Criteria
- Key Dates & Additional Guidance to Applicants

## Q & A (end of this webinar after Q & A)

## Pre-recorded SmartSimple Application Overview

How to Submit a Proposal in SmartSimple (LOI and Full Application)

Recording of both overviews available on our website:

<https://trdrp.org/funding-opportunities/>

# Tobacco Excise Tax Supports CA Tobacco Control

## 1988 Proposition 99

The Tobacco Tax and Health Protection Act



## 2016 Proposition 56

The California Healthcare, Research and Prevention Tobacco Tax Act



Approx  
\$45M  
per year



**Research**

*Univ. of California*

**Prevention**

*CA Dept. of Education*



**Health Promotion/Treatment**

*CA Dept. of Public Health*

**TRDRP Mission:** *Transform tobacco taxes into cutting edge research to reduce commercial tobacco use and tobacco-related diseases while strengthening and informing the California tobacco control community for the benefit of our diverse populations.*

# Scientific Eligibility Criteria and Tobacco-Related Research \*New Criteria for 2025\*

TRDRP's eligibility criteria has been refined.

- Applications *proposing basic and preclinical research* must incorporate nicotine and/or other constituents of commercial tobacco products in order to be deemed “tobacco-related” and eligible for TRDRP funding.
- Similarly, clinical, translational, or implementation studies must involve human subjects that have a history of commercial tobacco product use. They should also inform prevention of initiation of commercial tobacco product use or be beneficial for product users.
- Eligible studies also include:
  - Health behavior and health policy research focused on tobacco use prevention, cessation strategies, or tobacco product regulation.
  - Studies of inhaled cannabis use policies and their potential to erode California's smoke-free laws.
  - Observational or laboratory studies (biomedical or behavioral) of co-use of tobacco products with other substances including cannabis.

# Letter of Intent Eligibility Change

- Letters of intent (LOIs) for studies that are deemed non-responsive to the refined definition of tobacco-relatedness stated above will NOT be invited to full application – *more relevant for basic and preclinical science proposals*
- Some eligible studies may not be invited to Full Application if the study goals do not strongly align with TRDRP goals.
  - For TRDRP Goals, please review pages 2 and 3 of the Core Call: Links to TRDRP Five Year Strategic Plan, TEROC plan and CA Endgame Initiative
- LOIs resubmitted from the 2024 Cycle will be exempt from this new requirement for eligibility; however, they will be peer-reviewed and scored according to this revised definition of tobacco-relatedness.

# The CPPRA Initiative

- TRDRP has funded community and academic research partnerships for over 20 years.
- Community-academic research partnerships can substantially enhance the quality, reach, and impact of tobacco-related prevention and treatment interventions and regional policy efforts.
- TRDRP solicits CPPRA applications that are:
  - built from **empirical questions** growing out of community concerns and interests
  - contribute to community science frameworks
  - are grounded in equitable partnership and leadership models

# Community-Partnered Participatory Research Award (CPPRA)

All CPPRA awards require involvement with a community of interest and inclusion of a Community Advisory Board (CAB) to provide feedback on all phases of the project.

Community is a multifactorial social construct and is defined here as a group of people who share a common characteristic including:

- race or ethnicity
- age
- sex
- gender, sexual, or cultural identity
- School or health system
- outpatient clinic or residential program
- mental health, disability, or disease status or risk level
- socioeconomic status
- geographical region
- organizational affiliation

# Community-Partnered Participatory Research Award (CPPRA)

Research projects with this focus are called by various names such as:

- community-based participatory research (CBPR)
- participatory action research (PAR)
- community-partnered participatory research (CPPR).

This RFA calls for Community-Partnered Participatory Research Award (CPPRA) applications.

The term CPPR is used to highlight the importance of authentic and equitable community-academic partnership in the intent of this award type.

Collaboratively developed and led by:

- One Community Co-Principal Investigator
- One Academic Co-Principal Investigator\*

Strong CPPR teams commit to engaging in bi-directional learning among the community and academic members involved in the project.

This builds capacity for future engagement in CPPR for community and academic organizations involved in the project

*\*The "Applicant PI" and the "Co-PI" roles in SmartSimple are determined by who submits the LOI/application. Submitting PI = Applicant PI*



# Community-Partnered Participatory Research Award (CPPRA)

The spirit of the community-partnered participatory model means that the Community Co-PI and Academic Co-PI closely collaborate on all aspects of the research process including:

- Identifying and developing the research question(s)
- Transforming community concerns into research questions
- Active, transparent, and frequent communication
- Working closely with Community Advisory Board members
- Writing and submitting the research proposal
- Developing a plan for sustainability beyond the proposed project
- Designing and implementing the research project
- Analyzing and interpreting findings
- Preparing and submitting progress reports to the funder
- Co-authoring summaries for communities, scientific papers, policy briefs, and presentations
- Disseminating results to community and scientific audiences to foster collective impact in the community

# Community-Partnered Participatory Research Award (CPPRA)

All CPPRA applications must closely address a TRDRP research priority area in their specific aims.

See Appendix A in the TRDRP 2025 Call for Applications for details:

<https://www.trdrp.org/funding-opportunities/2025-core-call-for-applications.pdf>

Broadly, TRDRP's research priorities cover the following important areas in tobacco control:

- Research Questions in Support of the CA Endgame Initiative
- Social and Behavioral Prevention and Treatment
- State and Local Tobacco Control Policy Research
- Tobacco-Related Diseases
- Environmental Exposure and Toxicology
- Neuroscience of Nicotine Addiction and Treatment

# Eligibility for Community/Academic Co-PIs

| Community Co-PI   | Academic Co-PI   |
|---|--|
| California non-profit organization, community-based group, or institution   | California academic or nonprofit research institution  |
| Must have a managerial or executive-level decision-making role within their respective organization                   | University faculty appointment or a community research scientist designation   |
| Committed to representing the views of the community  | Research scientists and community-oriented academics working at a nonprofit, non-university research organization can serve in this role |
| A Letter of Support is required indicating support of their organization, nonprofit, or institution to serve as Co-PI | Must have PI status and a Letter of Support from the institutional for grants management   |
| No requirement for a degree   | Committed to long-term community research partnership  |
| U.S. citizenship is not a requirement, California residency is required   | U.S. citizenship is not a requirement, California residency is required  |

# CPPRA Budget Considerations

- **One Award** with two budgets.
  - SmartSimple, TRDRP's grant management system, treats funded Pilot and Full CPPRA grants as **one project with two budgets**.
  - One budget will be prepared by and awarded to the community Co-PI's organization or institution.
  - A second budget will be prepared by and awarded to the academic Co-PI's organization or institution.
- **Subcontracts** are allowed for each Co-PI organization; must be fully justified.
  - All **out-of-state** subcontracts and collaborations must be well-justified.
  - *Please note that funding for out-of-state expenses are extremely limited and TRDRP does not encourage such expenses.*
- **One organization** will elect to be responsible for officially submitting grant materials.
  - The submitting applicant must be able to support grants management activities. (Applicant Principal Investigator)

# CPPRA Mechanisms

## Pilot and Full Award Types

Both Pilot and Full CPPRA awards are characterized by:

- **Equitable Collaboration** with authentic community involvement throughout the process and project
- **Development** of a community tobacco prevention intervention or treatment intervention focused on tobacco-related research issues of importance to the community that is the focus of the project
- **Co-PI Commitment** to long-term partnership with the expectation that sustainability efforts continue after the current phase of funding
- **Dissemination** of preliminary and full research findings to the community of interest

# Pilot CPPRA Applications

The goal of the Pilot CPPRA is to provide initial support for partnered research with a strong rationale and potential to inform a community prevention or cessation intervention in the future.

The Pilot CPPRA provides up to 2-years of support for the initial phase of a project, including:

- testing the acceptability and feasibility of methods
- strengthening collaborative relationships
- developing tools and methods for a later intervention
- collecting preliminary data
- rigorously evaluating existing tobacco prevention or treatment programs or services
- demonstrating proof-of-principle to support the feasibility of a new paradigm or research hypothesis

# Pilot CPPRA Applications

- **Maximum award amount per year:** \$500,000 per year (Direct Costs).
  - Community Co-PI budget max: \$250,000 per year.
  - Academic Co-PI budget max: \$250,000 per year.
- **Maximum duration:** 2 years.
- **Allowable direct costs**
  - Salaries, trainee/internship costs, fringe benefits, supplies, participant incentives, costs to develop print and digital intervention materials, sub-contracts, equipment (costing more than \$5,000), travel, publishing costs and other dissemination activities.
- **Travel**
  - Project-related travel: As needed in each Co-PI budget (must be fully justified).
  - Travel to TRDRP conference (Mandatory): \$750 for the Community Co-PI; \$750 for the Academic Co-PI.
  - Scientific conference travel: maximum of \$2,000 per year for the Community Co-PI; maximum of \$2,000 per year for the Academic Co-PI.
- **Indirect costs**
  - Full indirect costs are allowed to non-UC institutions.
  - Indirect costs to UC campuses are capped at 35 percent, or 25 percent for projects conducted off-campus.

# Full CPPRA Applications

The goal of a Full CPPRA is the development and testing of a community prevention or cessation intervention focused on tobacco-related research issues of importance to the community that associated with the project.

The Full CPPRA provides up to 3-years of support that:

- develops, evaluates, tests, or examines a community tobacco prevention intervention or treatment intervention

Full CPPRA Awards can support:

- demonstration, measurement, efficacy, and effectiveness studies
- implementation science studies
- randomized controlled trials
- health services research studies



# Full CPPRA Applications

- **Maximum award amount per year:** \$600,000 per year (Direct Costs).
  - Community Co-PI budget max: \$300,000 per year.
  - Academic Co-PI budget max: \$300,000 per year.
- **Maximum duration:** 3 years.
- **Allowable direct costs**
  - Salaries, trainee/internship costs, fringe benefits, supplies, participant incentives, sub-contracts, equipment (costing more than \$5,000), travel, publishing costs and other dissemination activities.
- **Travel**
  - Project-related travel: As needed in each Co-PI budget (must be fully justified).
  - Travel to TRDRP conference (Mandatory): \$750 for the Community Co-PI; \$750 for the Academic Co-PI.
  - Scientific conference travel: maximum of \$2,000 per year for the Community Co-PI; maximum of \$2,000 per year for the Academic Co-PI.
- **Indirect costs**
  - Full indirect costs are allowed to non-UC institutions.
  - Indirect costs to UC campuses are capped at 35 percent, or 25 percent for projects conducted off-campus..

# Unique Parts of CPPRA Applications

Both Pilot and Full CPPRA applications require applications to include sections describing:

- Collaborative Agreements
- Community Advisory Board

Pilot and Full CPPRA Application instructions and template for the Research Plan provide CPPRA-specific guidance (*available in SmartSimple once LOI has been approved*).

# Collaborative Agreements

- Collaboratively prepared by the Community and Academic Partners informed by their respective perspectives, needs, and constraints.
- Describes how the proposed CPPRA team will work together and share power, budget, resources, and outcomes with each other in:
  - Ownership of data
  - Handling disagreements
  - Plans for broader community involvement in all phases of the research project
  - Team communication plan
  - Decision-making process for community and academic Co-PIs
  - Plans for turn-over of personnel
  - Plans to evaluate the strength of the research partnership
  - Plans for dissemination of findings
  - Plans to sustain the research partnership beyond the life of the grant

# Community Advisory Board

- Describes the composition of recruited CAB members at the time of application submission and members/expertise for future recruitment.
- The CAB should be comprised of individuals with expertise in tobacco control and other areas relevant to the project who can provide helpful feedback to the team on both community and scientific aspects of the project.
  - Recruited CAB members must be named with a description of their organizational affiliation and proposed contribution for the project in relation to their role on the CAB.
  - If designating CAB roles as yet to be determined (TBD), please describe areas of expertise your team will seek to recruit at a future time during the project.

# CPPRA Peer Review Criteria

All applications are scored individually during peer review on a 1–9 Scale for each of the following 3 Review Criteria Sets:

Review Criteria Set-1: **Research**

Review Criteria Set-2: **Partnership**

Review Criteria Set-3: **Resources**

# CPPRA Peer Review Criteria Sets

- Standard NIH scoring system that is based on the 1-9 scale

## **Criteria Set-1 (40% scoring weight) – “Research”**

- Statement of Goals, Research Questions, and Specific Aims
- Background, Significance, and Relevance to a Tobacco-Related Area
- Research Plan: Research Design, Conceptual Framework, and Data Analysis Plan

## **Criteria Set-2 (40% scoring weight) – “Partnership”**

- Partnership Collaboration Plan and Team Communication Process
- Potential for the Proposed Work to Benefit the Community and Lead to an Intervention
- Community Engagement and Capacity Building
- Dissemination Approaches and Sustainability Plan
- Statement of Future Goals

## **Criteria Set-3 (20% scoring weight) – “Resources”**

- Investigative Team
- Environment, Facilities, and Resource Availability
- Community Assets

# Non-Scored Review Criteria

## Other Considerations (Not part of Scientific Merit Score)

- Budget
  - Appropriate level
  - Overlap
  - Out-of-state contracts
  
- Protection of Human Subjects from Research Risk
  
- Inclusion of Women, Minorities, and Children in Research
  
- Care and Use of Vertebrate Animals in Research
  
- Biohazards

# Key Dates

|   |  |
|---|--|
| <b>Cycle</b>  | <b>Community-Partnered Participatory Research Awards</b> |
| <b>Call Opened</b>  | Monday, July 1, 2024                                     |
| <b>Letter of Intent (LOI) Submission Deadline</b>                 | Thursday, August 22, 2024<br><b>12 p.m. (noon) PT</b>    |
| <b>Invitation to submit a Full Application Announced</b>          | Monday, September 9, 2024                                |
| <b>Due date for all Full Applications including resubmissions</b> | Wednesday, October 30, 2024<br><b>12 p.m. (noon) PT</b>  |
| <b>Applicants Notified</b>  | April 2025   |
| <b>Award Start</b>  | July 1, 2025   |



# CPPRA: Submit a Letter of Intent (LOI)

A letter of intent (LOI) is required for both the Pilot CPPRA and Full CPPRA grant types to assess the application against TRDRP eligibility requirements.

The Community Co-PI or Academic Co-PI must be identified at time of LOI submission; however, it is acceptable to identify the Co-PI after LOI submission. (Applicant PI submitting LOI and Full Application on behalf of the team)

The LOI must be submitted electronically using the SmartSimple system described in the second half of this webinar.

Cycle 34 CPPRA applicants (with TRDRP Grant #'s beginning with "T34"...) are allowed to resubmit for the 2025 Call for Applications.

# CPPRA Full Application

## Avoid Administrative Rejection

- Follow all instructions
  - Respond to all text boxes
  - Submit ALL required forms and templates
  - Submit on time
- All required uploads are listed in the 2025 CPPRA Call for Applications table below.
  - Templates must be downloaded from the Documentation tab of SmartSimple.
  - Templates must be completed, converted to PDF, and uploaded to your application, unless otherwise instructed.

| Upload Item (Template/Form)                              | Page limit         | Required or optional |
|--|--------------------|----------------------|
| Collaborative Agreements                                 | 3                  | Required             |
| Community Advisory Board                                 | 2                  | Required             |
| Biosketches (All Personnel listed on Key Personnel form) | 5 (each biosketch) | Required             |
| Facilities   | 1 per institution  | Required             |
| Research Plan  | 15 + references    | Required             |
| Human Subjects   | No limit           | Required             |
| Vertebrate Animals                                       | No limit           | Optional             |
| Appendix list and uploads                                | 30                 | Optional             |

# CPPRA & Cornelius Hopper Diversity Supplements (CHDS)



The Cornelius Hopper Diversity Supplements (CHDS) are intended to support trainees and California residents from underrepresented communities and/or those who wish to pursue careers in research focused on underserved communities.

The Supplement should support trainees' initial entry into the field of tobacco-related research or within the stated TRDRP research priorities.

- During the prefunding process, only CPPRA applicants will be invited to apply for training support via CHDS.
- CPPRA applicants whose grants are deemed scientifically meritorious following peer review and selected for funding will be invited to apply for CHDS supplements during the prefunding process.
- Supplements are funded above the CPPRA Award cap

# Success in Community-Partnered Research

## Trust among partners

- Invest time to build collaboration history that establishes integrity, curiosity for partners' values, and openness for honesty.

## Mutual respect

- Demonstrate respect for partners' time, commitment, efforts, and contributions.
- We encourage partners to understand and respect any differences in assets, workflow processes, strengths, and organizational constraints.

## Effective, frequent communication

- Ensure partners' mutual access to each other through frequent, well-structured communications to facilitate building of trust and momentum.

## Shared vision, goals, and/or mission

- We encourage commitment to continual work on the problem and long-term focus on shared vision, goals, and/or mission.
- We encourage recognition that community buy-in, competing issues, actual partnership growth may not always feel linear.

# The CPPRA Initiative

Want to know more about community-partnered participatory research?

We've included additional resources in the CPPRA Call Appendix A.

## Appendix A: Resources to Understand Community-Partnered Participatory Research

It is critical that community and academic Co-PIs fully understand what it means to do CPPR research. Colleagues entrenched in this work fully grasp the importance of humanity, cultural humility, active listening skills, moving through work processes in a slow and purposeful way, and the gentle conversations that help leaders reach consensus on the expectations and approaches used when working across diverse community groups.

The literature references in this section are included to provide examples of the types of successful CPPR conducted in the United States. Materials listed below do not comprise the totality of issues to consider when conducting CPPR through authentic community-academic partnership. This is included to provide examples of equitable power sharing across the research process, how community benefit from research can be described in a publication, evaluation approaches of community-academic partnerships, and to convey the spirit of this type of research.

- A. The National Academy of Medicine (NAM; <https://nam.edu/>) has supported the development of a conceptual model to inform an equity-forward approach to community engaged scholarship. The concepts in this model are responsive to TRDRP's conceptualization of CPPR and includes helpful concepts for consideration by CPPRA applicant teams. Applicants for this grant type are encouraged to review the NAM's Achieving Health Equity and Systems Transformation through Community Engagement Conceptual Model, which is located here: <https://nam.edu/programs/value-science-driven-health-care/achieving-health-equity-and-systems-transformation-through-community-engagement-a-conceptual-model/>.
- B. The [community-partnered participatory research \(CPPR\) model](https://www.ncbi.nlm.nih.gov/pmc/articles/PMC4841676/) <https://www.ncbi.nlm.nih.gov/pmc/articles/PMC4841676/> was developed by Healthy African American Families, with the support of the Centers for Disease Control and Prevention, and Charles R. Drew University of Medicine and Science.
- C. The academic journal *Ethnicity & Disease* has multiple examples of CPPR reported in publications in their [Volume 28 \(2018\) supplement 2: Advances in Community-Partnered Participatory Research: Behavioral Health and Beyond](https://www.ethndis.org/edonline/index.php/ethndis/issue/view/34). You can view all publications for free (open access) in this special supplement <https://www.ethndis.org/edonline/index.php/ethndis/issue/view/34>.
- D. *Ethnicity & Disease* has also released [Volume 31 \(2021\), Supplement 1 -Structural Racism and Discrimination: Impact on Minority Health and Health Disparities](https://www.ethndis.org/edonline/index.php/ethndis/issue/view/54) <https://www.ethndis.org/edonline/index.php/ethndis/issue/view/54> which is particularly relevant to CPPRA applications aiming to address social structural determinants of health.

The articles found at the above links are not exhaustive for CPPR-based scholarship or frameworks to advance community science. Other readings relevant to collaborative research partnerships also pertain to this award type and should be considered in a thoughtfully designed research plan.

# Q & A