

## 2024-2025 Priority Research Awards

### Request for Research Proposals

#### Overview

The Florida Institute for Child Welfare (Institute) is pleased to invite proposals for the 2024-2025 round of Priority Research Awards. The Priority Research Awards are awarded annually<sup>1</sup> to fund translational research on a child welfare topic. The 2024-2025 Priority Research Award is intended for research relevant to **supporting parents and caregivers; which may include mothers, fathers, kinship caregivers, foster parents, and other individuals providing care to a child or children in the child welfare system.**

#### Award Information

- One (1) award will be given during the current funding cycle.
- The maximum award amount is \$125,000.
- Projects must be carried out within Florida *or* utilize Florida-based data or samples.
- The deadline for proposal submission is February 1, 2024 at 5:00 p.m. EST.
- The award period is July 1, 2024 – June 1, 2025.
- Proposed research topics must address **supporting parents and caregivers**. The Institute is particularly interested in funding proposals that have the potential to inform GROW Center activities or outcomes. To learn more about the GROW Center, please visit: <https://ficw.fsu.edu/grow-center>.
- Applicants are strongly encouraged to incorporate a strengths-based approach and lived experience or expertise into the proposed research project. The latter can include current or former children and families served by the child welfare system and/or current or former child welfare professionals.

#### Eligibility

- Participation is open to public and private Florida-based organizations or higher education institutions.
- Institute affiliates are eligible to apply.
- Students are **not** eligible to serve as Principal Investigator or Co-Principal Investigator but are eligible to participate in another capacity on the research team.
- Principal Investigators or Co-Principal Investigators may only be listed as such on one proposal. There is no limit to the number of proposals on which an individual can serve as a Co-Investigator or consultant.

#### Important Dates

<b>Call for Proposals Released</b>	<b>December 1, 2023</b>
<b>Deadline for Proposal Submission</b>	<b>February 1, 2024</b>
<b>Decision Notification</b>	<b>April 1, 2024</b>
<b>Award Start Date</b>	<b>July 1, 2024</b>

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<sup>1</sup> Pending available budget

## Proposal Preparation Instructions

Proposals must adhere to the proposal preparation instructions to be considered. Proposals should be written in Times New Roman or similar, 12-point font. A running head and page numbers should be included. The proposal should be no more than 20 double-spaced pages, excluding references and appendices.

### *Cover Page*

The cover page should include the following information:

- Title of proposed research topic
- For key personnel (i.e., Principal Investigator, Co-Principal Investigator(s), Co-Investigator(s)):
  - o Name
  - o Credentials
  - o Title
  - o Professional affiliation (e.g., university, agency)
  - o Role on the project
  - o Contact email and phone

### *Abstract*

Provide an abstract that succinctly, but comprehensively, describes the project. Avoid using technical language or jargon as this abstract may be used in communications with Institute stakeholders from various backgrounds. Abstracts should be a maximum of 300 words.

### *Description of the Proposed Project*

The application should provide a comprehensive description of the proposed research project.

#### *Project Narrative*

- o A background section/literature review, with clearly indicated rationale for the need for the proposed study.
- o A clear research question(s) or overarching goals and objectives of the project.
- o Methodology, including specific strategies for sampling, data collection, and data analysis.
- o A brief discussion of potential implications of the study

#### *Schedule of Project Activities*

A clear description of when major project activities will take place. A Gantt chart (or similar) with monthly intervals is preferred. Projects must be carried out within the award period (July 1, 2024 – June 1, 2025) but are not required to last the full duration of this time frame.

#### *Proposed Deliverables*

A brief description of proposed deliverables, due dates, and associated dollar amounts. At a minimum, deliverables shall include progress reports due on the following dates: 9/15/2024; 12/15/2024; 3/15/2025. A final report of findings will be due on or before 6/1/2025. The Institute will provide templates for progress and final reports. Additional deliverables may be included if desired.

#### *Past, Current, or Pending Funding*

The applicant should provide a brief overview of past, current, or pending funding for the proposed study (or previous phases thereof).

### *Budget*

The maximum award amount is \$125,000, including indirect costs, which cannot exceed 10% of total direct costs.

- Funds cannot be used to purchase equipment or software.
- Funds cannot be used to purchase refreshments for participants.
- Project-related travel is permissible if it directly supports the research as proposed.
- Conference travel is not permissible.

### *Statement of Capacity*

Applicant should describe the capacity of the proposed research team to engage in the proposed project (e.g., specific skillsets, demonstrated success in executing prior projects). The statement of capacity should describe anticipated supports for the proposed study that are external to the Priority Research Award. For example, a designated graduate assistant or physical or virtual space to conduct data collection.

### *References*

Include a references list.

### *Appendices*

Include abbreviated CVs or resumes for all known personnel, regardless of role. If there are personnel to be determined (e.g., graduate assistants), please indicate that. Abbreviated CVs or resumes should be approximately 2-4 pages and include information most relevant to the proposed project.

Additional appendices can be included as needed (e.g., data collection instruments; IRB approval, if already received).

## **Proposal Submission Process**

Completed applications should be submitted to Elizabeth Keating-Mathews, at [elizabeth.mathews@fsu.edu](mailto:elizabeth.mathews@fsu.edu), by 5:00pm EST on February 1, 2024 for consideration. Applications submitted after this time will not be considered.

## **Proposal Review Process**

The proposal review committee will consist of five members, led by the Institute Associate Director of Research. Proposals will be evaluated, from poor to exceptional, on the following:

- **Significance:** The degree to which the proposed research is meaningful to the GROW Center's focus on transformational leadership
- **Innovation:** The degree to which the proposal topic is novel, engaging, or creative
- **Approach:** The degree to which the proposal includes sound methodology, including reasonable timeline for completion of tasks and deliverables
- **Orientation:** The degree to which the proposal is strengths-based (e.g., focus on capacity, strength, opportunity, resilience)
- **Team:** The degree to which the research team has experience in successfully executing child welfare- relevant research and includes lived experience/expertise

- **Clarity:** The degree to which the proposal is concise, clear, well-written, and well-organized

#### **Award Terms and Conditions**

- The award may support a stipend for a student, but matriculation and tuition fees cannot be included.
- The Institute approves project budgets as submitted with the proposal. Budget deviations greater than 10% per budget line item (cumulatively) require the prior written approval of the Institute. **Budget amendment requests must be approved before any changes can occur.** Requests must be received no less than 60 days prior to the award expiration date. Contact Elizabeth Keating-Mathews, [elizabeth.mathews@fsu.edu](mailto:elizabeth.mathews@fsu.edu) to request approval.
- The Institute approves the scope of work as submitted with the proposal. **Deviations from the scope of work require written approval from the Institute before any changes can occur.** Requests must be received no less than 60 days prior to the award expiration date. A formal contract amendment must be filed per Florida State University policy. Contact Elizabeth Keating-Mathews, [elizabeth.mathews@fsu.edu](mailto:elizabeth.mathews@fsu.edu).
- **One (1) no cost extension can be requested** no less than 60 days prior to the award expiration date. The Principal Investigator is responsible for articulating the need for the extension. A formal contract amendment must be filed per Florida State University policy. Contact Elizabeth Keating-Mathews, [elizabeth.mathews@fsu.edu](mailto:elizabeth.mathews@fsu.edu), to request approval.

#### **About the Institute**

The Florida Institute for Child Welfare seeks to promote safety, permanency, and well-being among the children and families of Florida that are involved with the child welfare system. To accomplish this mission, the Institute sponsors and supports interdisciplinary research projects and program evaluation initiatives that contribute to a dynamic knowledge base relevant for enhancing Florida's child welfare outcomes. The Institute collaborates with community agencies across all sectors and other important organizations in order to translate relevant knowledge generated through ecologically-valid research, policy analysis, and program evaluation. This is best achieved through the design and implementation of developmentally targeted and trauma-informed strategies for children and families involved in the child welfare system. For more information about the Institute please visit our website: [ficw.fsu.edu](http://ficw.fsu.edu)