2022 REQUEST FOR APPLICATIONS
UK-CARES COMMUNITY ENGAGEMENT PROJECTS

For questions regarding this funding opportunity, contact: Kelly Kennoy, Program Coordinator, UK-CARES Community Engagement Core at (859-323-4587) or Kelly.kennoy@uky.edu.

Introduction
The mission of the University of Kentucky Center for Appalachian Research in Environmental Sciences (UK-CARES) is to enhance the research capacity focused on exposure to environmental contaminants in the air and water, as well emerging environmental health threats (e.g., climate change) that have been implicated in chronic diseases such as heart and lung disease, cancer, diabetes, and child health and early life exposures. UK-CARES supports community residents and organizations in Southeastern Kentucky communities to grow partnerships with UK faculty to engage in citizen science by exploring how exposure to environmental contaminants and emerging environmental threats affect health, prevention and treatment of environmentally-induced diseases.

Award Description
UK-CARES is requesting applications from community partner organizations for funding of $10,000 plus indirect costs (the organization can use their Federal negotiated rate or if they don't have one they can request a maximum of 10% per Uniform Guidance) to provide a service to the public by supporting community-engaged environmental health projects. Up to five (5) applications will be funded in 2022. Projects must be conducted in collaboration with at least one UK faculty member and must be implemented and completed no later than March 31, 2023. The role of the faculty member in the project must be specified (e.g., survey development, data analysis, etc). If needed, UK-CARES staff will assist in identifying a UK faculty member. Applications must address the award priorities described below. The award will be a subcontract from the University of Kentucky Research Foundation.

Award Priorities
Award priorities are consistent with the mission of UK-CARES to contribute to environmental exposure science and the prevention and treatment of environmentally-induced diseases in the Big Sandy, Kentucky River, and Cumberland Valley Area Development Districts. Priority areas considered for funding include community engagement projects that address:
- Climate and health
- Environmental justice/racial equality
- Access to safe and quality river ways
- Air quality (e.g., fine particulates, quarry dust, radon)
- Arts and environmental health promotion
- Environmental indicators and impacts on heart and lung disease, cancer, diabetes, child health and early life exposures, and substance use disorder
- Environmental risk communication and health literacy
- Exposure to metals (soil, water)
- Hazard and disaster response
- Healthy homes
- Water quality (i.e., surface and/or tap testing)
- Youth and adult engagement in citizen science

Key Dates
RFA Release Date: June 13, 2022
Informational Webinar: June 23, 2022, 12:00 – 1:00 pm, Register here: https://bit.ly/CEA_2022RFA_Webinar
Applications due: July 18, 2022
Applicants Notified: August 15, 2022
Project Implementation Period: August 15, 2022 – March 31, 2023

Who Should Apply?
Community organizations, local health departments, healthcare entities, non-profit agencies, and schools (K-12, community and technical colleges, and universities) located within the 21-county area: Big Sandy (Floyd, Johnson, Magoffin, Martin and Pike counties), Kentucky River (Breathitt, Knott, Lee, Leslie, Letcher, Owsley, Perry and Wolfe counties) and Cumberland Valley (Bell, Clay, Harlan, Jackson, Knox, Laurel, Rockcastle and Whitley counties) Area Development Districts. The participant's organization must have 501c3 status or a designated lead fiscal agency (health agency or non-profit) to receive and manage the monetary award. Applicants must have at least one University of Kentucky faculty collaborator on the proposed project.

Funding Details
Awardees will receive up to $10,000 plus indirect costs (the organization can use their Federal negotiated rate or if they don't have one they can request a maximum of 10% per Uniform Guidance) to provide a service to the public by supporting community-engaged environmental health projects.

Allowable Costs
- Funds are to be used for the conduct of the project
- Successful applicants can receive up to $10,000 to cover a portion of personnel salaries, supplies, in-region travel, and other costs to complete the proposed project. Other costs may be deemed unallowable per the Parent FOA (UK-CARES) and federal guidelines
- Cost share (this is not a requirement)

Awardees may be required to complete the following paperwork with UK-CARES:

- Subrecipient Commitment Form (will be provided to awardees, or see below)
- Entity must be registered in SAM (System for Award Management)
- F&A Rate Agreement
- Financial Conflict of Interest (FCOI) policy
- A-133/Uniform Guidance Audit or audited financial statement– need two most recent
- PaymentWorks (UK's online vendor platform) completed if not in the UK Vendor database
- Detailed Budget
- Detailed Justification
- Scope of Work
- Human Subjects approval (if applicable)
- Invoice on fiscal agent's letterhead for payment
  - Unless detailed otherwise in the subaward agreement, invoices should include the following:
    - Purchase Order Number
    - UKRF Technical Representative
    - Invoice Number
    - Invoice Period
    - Invoice Date
    - Project Budget Period
    - Categorical Breakdown of Current and Cumulative Expenses

- ▪ Cost Share Expenditures (if applicable)
- ▪ Certification Statement - Specific statement is required for awards under federal Uniform Guidance. Per UG section 200.415 , "To assure that expenditures are proper and in accordance with the terms and conditions of the Federal award and approved project budgets, the annual and final fiscal reports or voucher requesting payment under the agreements must include a certification, signed by an official who is authorized to legally bind the non-Federal entity, which reads as follows: "By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812)."
- • F&A Federal Negotiated Agreement

Proposed costs should be commensurate with the work. Sufficient justification and detail should be provided to validate the costs.

Project Requirements

Successful applicants agree to complete the project requirements as a condition of funding:

1) Develop and implement a project that contributes to environmental health science
2) Coordinate with at least one faculty member at the University of Kentucky (will need written approval from the Chair and possible Associate Dean for Research of the College/Department to cost share their effort; please have UK faculty check with their college for required approvals)
3) Provide a written monthly status summary
4) Provide a 3-5 page summary project report (include photographs or other deliverables if applicable). We suggest the following project report headings: 1. What did we want to know? 2. Why did we want to know it? 3. What did we do? 4. What did we find? 5. What does it mean for the community? 6. How are we sharing the results with the community?
5) Develop a Community Report Back Plan to share the outcomes of the project with the community (i.e., Facebook, newspaper, organization newsletter/annual report). Some community partner organizations may be asked to present findings at a monthly UK-CARES Community Engagement Core (CEC) team meeting or the UK-CARES Stakeholder Advisory Board quarterly meeting, with a possible presentation at a local, state, or national meeting (e.g., UK-CARES annual meeting; Center for Clinical and Translational Science poster session, Appalachian Research Day, Partnerships in Environmental Public Health annual meeting). The CEC team will provide guidance and assistance with planning community report back, as needed.

**Name of Project Application and
Checklist**

Applicant Checklist:
- ☐ Completed Application
- ☐ Completed Budget Form
- ☐ Professional Resume or Biosketch
- ☐ Two Letters of Support
- ☐ Documentation of Proof of 501c3 Status
- ☐ Identification of 501c3 fiscal agent

Application Instructions:
1. Please limit the application form to two pages. This does not include the attachments of a resume/Biosketch, support letters, or budget.
2. Use the checklist above to confirm that all materials have been completed.
3. **All applications must be received by July 18, 2022**
4. Please submit all materials electronically at the following link:
   - *https://redcap.uky.edu/redcap/surveys/?s=9W8YRELRYH4TTXEK*

Name: _____   Title:_____

Organization: _____   Address:_____

Email:_____

Phone
(primary): _____

Phone
(secondary):_____

Name UK Faculty Collaborator: Title

For questions regarding this funding opportunity, contact: Kelly Kennoy, Program Coordinator, UK-CARES Community Engagement Core at (859-323-4587) or Kelly.kennoy@uky.edu.

Using the guide below, please provide a detailed description of a community engagement project to promote environmental health that you could develop and implement with the UK- CARES funding allotment. Specifically include the following:

Title of Project:	
Target Population:	
Project Goals and Timeline: What we want to know and why: (introduction, purpose & goals)	

| Approach & Need for the Project: What we will do to answer the question(s): (study methods including timeline) | |

How we will evaluate our findings: **Evaluation Plan:**	
How we plan to share our findings with the community: **Community Report Back Plan:**	

	Please describe how you would spend your grant award (up to $10,000) and complete the attached budget form provided as part of this application.

Specify amount of funds requested for personnel salaries (and percent effort). Include total amount of in-kind contributions, if any.

Budget Categories	Justification	Requested Funds	In-Kind Contributions (include UK faculty time)	Total Funds for this category
Personnel (including UK faculty collaborator) Name, job title, and role on the project (percent effort on the project)				
Supplies and Other costs				
TOTALS				