March 26, 2018

The Indiana Minority Health Coalition, Inc. (IMHC) contracts with the Indiana State Department of Health to carry out various activities under its Minority Epidemiology Agreement. One activity is the State Master Research Plan (SMRP).

The purpose of the SMRP is to align key partners in the state to provide direction, input, and strategy on research activities designed to impact and reduce health disparities among racial and ethnic minority populations in Indiana. The goal is to assess and improve the collection and distribution of information on health issues among racial and ethnic minorities in Indiana. Partners include the Office of Minority Health at the Indiana State Department of Health and the Division of Mental Health and Addictions at the Family & Social Services Administration.

Request for Proposal

Purpose

The purpose of this Request for Proposal (RFP) is to invite applications for health disparities research that target racial and ethnic minority populations in Indiana. The research priority areas include: access to quality healthcare, chronic disease, mental health, or infant mortality.

Funding

The amount of the funding is up to $20,000. This includes direct costs only. Indirect costs are not covered by this funding.

Eligibility

To be eligible, applicants must:

- Consist of a community and academic partnership.
  - The community partner must work at a community organization based in Indiana that represents, engages, and serves racial and ethnic minority populations.
  - The academic partner must serve as a faculty member employed by an academic institution of higher learning based in Indiana.

- Submit a proposal for a research study that focuses on health disparities among racial and ethnic minority populations in Indiana. The study must focus on one or more of the priority areas that include: access to quality healthcare, chronic disease, mental health, or infant mortality.
Proposal Requirements

To submit a proposal, applicants must:

- Be members of an established community and academic partnership.
- Use the RFP template to develop the written proposal for the research study.
- Limit the proposal to a maximum of 15 pages. (Appendices may be added beyond the 15 page maximum.)
- Utilize community engagement or community participatory research principles.
- Evaluate the impact and effectiveness of the research study.
- Include a line item budget as detailed in the Budget Plan of the RFP template.
- Deliver the written proposal via email to IMHC by June 29, 2018 by 5:00 pm Eastern Time.

Funding Requirements

To receive the funding, partnerships must:

- Obtain Institutional Review Board review and approval.
- Conduct the research study between August 31, 2018 and May 31, 2019.
- Use the funds to implement and evaluate the research study.
- Submit an interim report on the progress of the research study by January 18, 2019.
- Submit a final report of the research study by June 7, 2019.
- Present the research findings during the SMRP stakeholder meeting on June 12, 2019.

Timeline

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>March 26, 2018</td>
<td>IMHC releases of Request for Proposals (RFP)</td>
</tr>
<tr>
<td>June 29, 2018</td>
<td>Partners submit proposal via email to IMHC by close of business (5:00 pm)</td>
</tr>
<tr>
<td>August 3, 2018</td>
<td>IMHC notifies recipients</td>
</tr>
<tr>
<td>August 31, 2018</td>
<td>IMHC distributes funds (one third of the budget) and partners initiate study</td>
</tr>
<tr>
<td>January 18, 2019</td>
<td>Partners deliver interim report for one third of the budget</td>
</tr>
<tr>
<td>June 7, 2019</td>
<td>Partners deliver final report for the balance of the budget.</td>
</tr>
<tr>
<td>June 12, 2019</td>
<td>Partners present research findings during the State Master Research Plan Stakeholder Meeting</td>
</tr>
</tbody>
</table>

Please submit proposals via email to:

- Anita Ohmit at the Indiana Minority Health Coalition, Inc. a.ohmit@imhc.org

The RFP template attached to this email provides the guidelines for the proposal.

Please contact me with questions at 317-920-4922 or a.ohmit@imhc.org

Thank you,
Anita Ohmit, MPH
Indiana Minority Health Coalition, Inc.
3737 North Meridian Street, Suite 300, Indianapolis, IN 46208