

Community Health Intervention Program (CHIP) Mini-Grants Program

2020-2021 Informational Webinar



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SC-CPCR

South Carolina Cancer Prevention & Control Research Network

The SC-CPCR aims to reduce cancer-related health disparities among disenfranchised and medically underserved populations in the state of South Carolina

Focuses on:

- Advancing dissemination and implementation (D&I) of cancer-control interventions
- Increasing the cancer prevention and control evidence base across South Carolina
- Translating effective, multi-level community-clinical interventions into practice on a state and national level

CPCRN

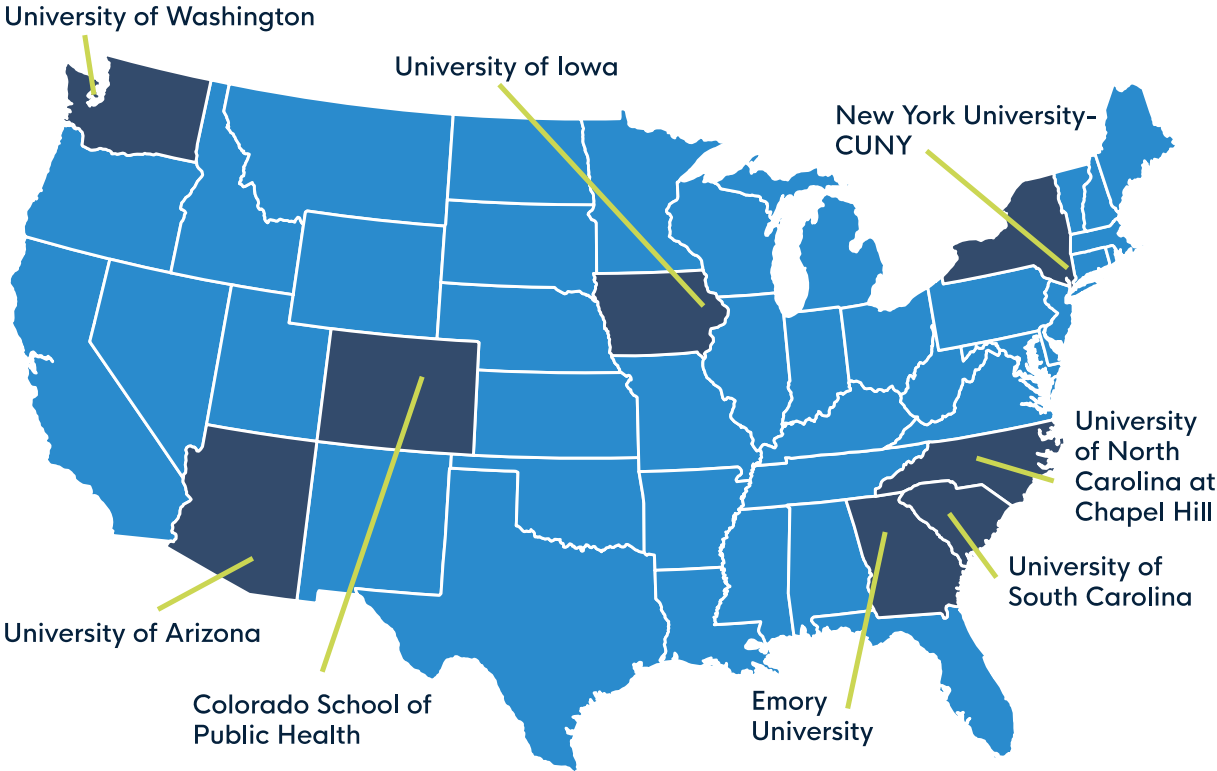
National Level - Cancer Prevention & Control Research Network

A national network of academic, public health, and community partners who work together to reduce the burden of cancer, especially among those disproportionately affected

Mission:

- Accelerate the adoption and implementation of evidence-based cancer prevention and control strategies in communities
- Enhance large-scale efforts to reach underserved populations and reduce their burden of cancer
- Deepen our understanding of the predictable processes that achieve those goals
- Develop the D&I workforce in cancer prevention and control

We are part of a CDC-funded national network



What is CHIP?

Community Health Intervention Program

- We intend to award two \$10,000 mini-grants to organizations in South Carolina that aim to implement evidence-based interventions (EBIs) focused on cancer prevention and control
- Program adapted from Emory University's Cancer Prevention and Control Research Network mini-grants program



Photos from Previous CHIP Grantee Events



Evidence-Based Intervention (EBI)

- EBIs are practices or programs that have been proven to be effective through peer-reviewed research and evaluation
- Using EBIs allows you to build upon what is working in public health and adds credibility to your work, which is important for stakeholders, community members, and funders
- Selection of EBIs requires evaluating the fit for your population needs and characteristics and assessing the context in which it will be implemented

For examples of EBIs in practice, visit The Community Guide

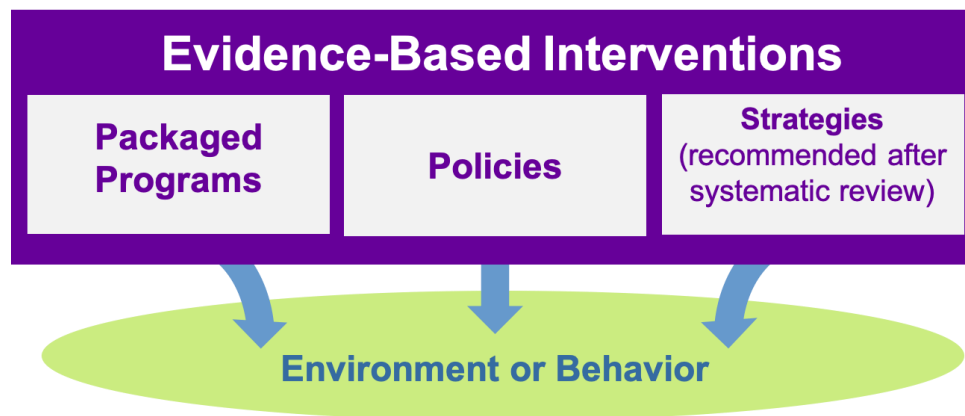
<https://www.thecommunityguide.org>

Types of EBI

There are three categories of evidence-based interventions:

- Packaged programs
- Policies – at both public policy and at organizational levels
- Strategies – primarily those derived from systematic literature reviews, such as The Community Guide

A detailed training on finding and implementing EBIs can be found here: <https://www.cpcrn.org/training>



Current Focus: Supporting Rural Communities

The current CHIP program will focus on:

- **Community building within rural communities** (connecting communities or resources within communities)
 - <https://www.hrsa.gov/rural-health/about-us/definition/index.html>
- **Measuring implementation and change at multiple levels of an intervention including the environmental and organizational levels** (e.g., healthcare system level)

Geographic Focus on Rural Settings

- We will support training and technical assistance in the implementation and adaptation of NCI Research Tested Intervention Programs (RTIPs) to rural areas in partnership with the South Carolina Office of Rural Health (SCORH)
- We will use established tools such as the Intervention Mapping (IM) Adapt Framework to guide our work in adapting EBIs for different settings and populations

Who is Eligible?

- Any community-based organization
 - located in South Carolina
 - that is interested in improving the health of their community
- Requirements for organization/teams applying:
 - Must have at least five (5) members
 - Must identify a project lead (PL)
 - Applicant organizations will need to have a clinic partner (e.g., Federally Qualified Health Center [FQHC], rural health clinic, free medical clinic, hospital clinic, etc.)

Note for 2020-2021: Grants must focus on supporting rural communities in need of programming related to cancer screenings, physical activity, diet/nutrition, or survivorship.

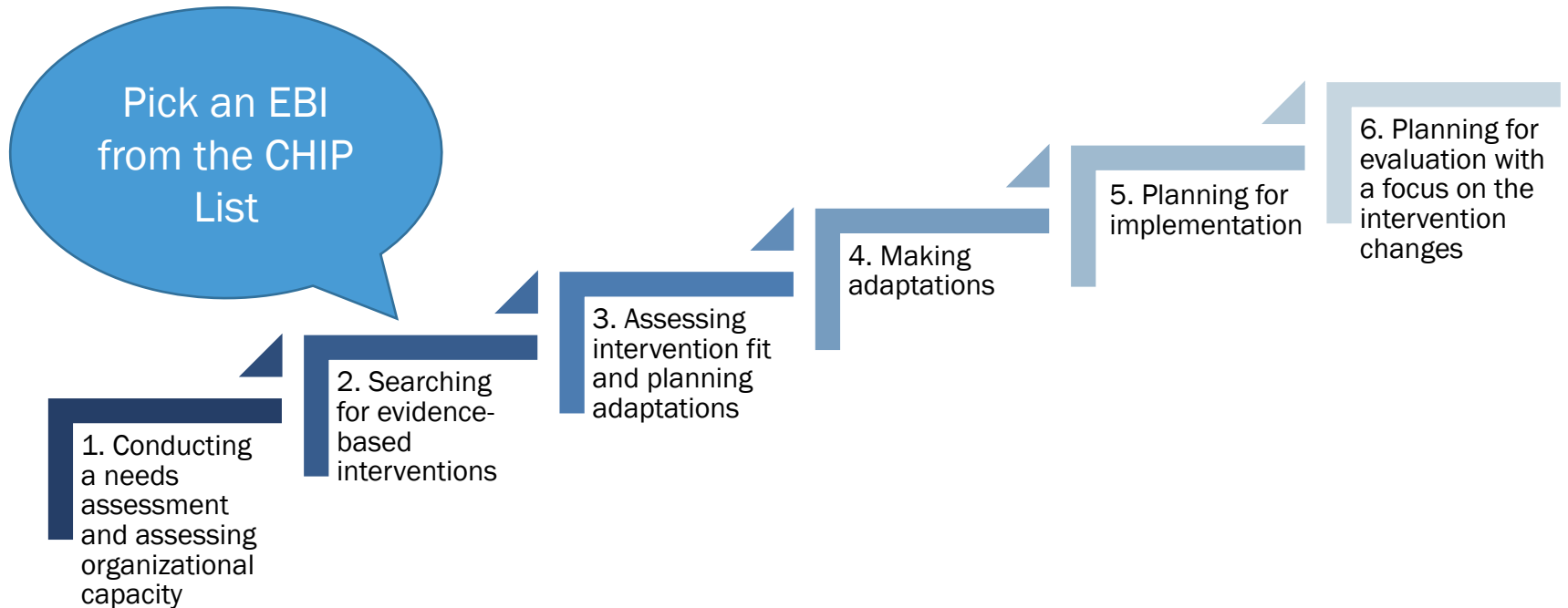
Selection Criteria

- Demonstrates interest in improving health in rural areas
- Sufficient support for the proposed project
- A designated coordinator who can commit time to the project
- Selection of a population that demonstrates need for the project
- Proposal matches the selected description from the “CHIP List”
- Identification of key staff and/or volunteers who will coordinate the proposed project
- Detailed, realistic, yet ambitious timeline
- Technical merit of application (e.g., provides specific details, addresses questions, etc.)

CHIP List

- The CHIP List contains 13 Evidence-based Cancer Control Programs (EBCCP) from which you can select one to adopt in your targeted area
- The EBCCP site offers a searchable database of evidence-based cancer control interventions and program materials and is designed to provide program planners and public health practitioners easy and immediate access to research-tested materials
 - https://ebccp.cancercontrol.cancer.gov/index.do?utm_source=IS&utm_medium=Email&utm_campaign=EBCCP_Launch&utm_content=Homepage

Adapting Programs to Meet Community Needs



<https://doi.org/10.1186/s12889-018-5329-5>

CHIP List

Your group must select aspects of one evidence-based intervention to implement and adapt as needed for rural areas:

Topics from the CHIP List include:

- Cancer Prevention/Screening
- Diet & Nutrition
- Physical Activity
- Survivorship & Supportive Care

Cancer Prevention/Screening

- The Witness Project
<https://ebccp.cancercontrol.cancer.gov/programDetails.do?programId=270521>
- The Robeson County Outreach Screening and Education (ROSE) Project
<https://ebccp.cancercontrol.cancer.gov/programDetails.do?programId=312185>
- Community Cancer Screening Program (CCSP)
<https://ebccp.cancercontrol.cancer.gov/programDetails.do?programId=24355707>
- Faith Moves Mountains (FMM)
<https://ebccp.cancercontrol.cancer.gov/programDetails.do?programId=24985812>
- Colorectal Cancer Education, Screening and Prevention Program (CCESP): Empowering Communities for Life
<https://ebccp.cancercontrol.cancer.gov/programDetails.do?programId=28203434>

Diet & Nutrition

- Eat for Life

<https://ebccp.cancercontrol.cancer.gov/programDetails.do?programId=224488>

- Healthy Body Healthy Spirit

<https://ebccp.cancercontrol.cancer.gov/programDetails.do?programId=220755>

- Reach Up & Out: Toward a Healthy Lifestyle

<https://ebccp.cancercontrol.cancer.gov/programDetails.do?programId=26196528>

- SIPsmartER

<https://ebccp.cancercontrol.cancer.gov/programDetails.do?programId=26317641>

Physical Activity in Rural Areas

- Healthy Body Healthy Spirit

<https://ebccp.cancercontrol.cancer.gov/programDetails.do?programId=220755>

- Development and Promotion of Walking Trails

<https://ebccp.cancercontrol.cancer.gov/programDetails.do?programId=241076>

- Reach Up & Out: Toward a Healthy Lifestyle

<https://ebccp.cancercontrol.cancer.gov/programDetails.do?programId=26196528>

Survivorship & Supportive Care

- The Touch, Caring, and Cancer Program

<https://ebccp.cancercontrol.cancer.gov/programDetails.do?programId=2401493>

- Project ENABLE II

<https://ebccp.cancercontrol.cancer.gov/programDetails.do?programId=3590238>

- Dyadic Support for Men with Prostate Cancer

<https://ebccp.cancercontrol.cancer.gov/programDetails.do?programId=291668>

- Palliative Care Intervention for Lung Cancer Patients

<https://ebccp.cancercontrol.cancer.gov/programDetails.do?programId=25901528>

Timeline of Upcoming Dates

- October 1st, 2020: **Community Health Intervention Program (CHIP)** Call for Proposals Released
- October 30th, 2020: Deadline to register for CHIP Training
- November 11th, 2020: Attend CHIP Webinar Training Workshop
- November 18th, 2020: Submit one-page Letter of Intent to submit an application
- January 15th, 2021: Applications Due
- February 12th, 2021: Notification of Award
- March 3rd, 2021: Awardees Meet and Greet/Check Distribution; Program Start Date
- September 29th, 2021: Last Day of Grant Period

COVID-19 Considerations

Create a safe
in-person
program

Create a virtual
program

Will you provide
PPE?

What resources
do your
community
members need?

How will you
ensure physical
distancing?

What resources
do you need?

Does your
timeframe of the
program need to
be adjusted?



Follow [CDC guidelines](#)

Letter of Intent

- What to include:
 - Name
 - Title
 - Name of Organization
 - Address
 - Phone
 - Fax
 - Email

- See Sample letter of intent on next slide

SAMPLE Letter of Intent

[Name]
[Title]
[Name of organization]
[Address]
[Phone]
[Fax]
[E-mail]

[Date]

South Carolina Cancer Prevention and Control Research Network III
Attn: Sam Noblet
915 Greene St.-Fifth Floor
Columbia, SC 29208
Email: noblet@mailbox.sc.edu

Dear Mini-Grants Selection Committee:

[Name of applicant organization] would like to notify you of our intent to apply for the 2020-2021 Mini-Grants Community Health Intervention Program (CHIP). Currently, we are considering [name of program that will increase HPV vaccination or colorectal cancer screening] to conduct in our organization/community. We will inform the selection committee as soon as possible if we decide to propose a different program. We will be submitting our full application by the January 15th, 2020 submission date.

Sincerely,

[Name]
[Title]
[Name of organization]

Application Contents

- Basic Contact Information
- Organizational Structure/Resources
- Experience/Skills
- Grants/Past Programs
- Proposed Program
- Existing Programs/ Community Needs
- Barriers/Solutions
- Leadership
- Other Support
- Program Evaluation
- Funding

Application Questions



Organizational Structure/ Resources: Provide a brief (one paragraph) description of your organization's structure and decision-making processes. Include brief information about the size of the staff, what type of training is provided to new staff, and if opportunities for collaboration, problem-solving, and planning are provided to staff.



Experience/skills: Describe any skills and expertise your staff has that will assist in developing and implementing the proposed project. Has any of your staff ever participated in a similar project? If so, describe this experience and their role.

Application Questions



Grants/Past Programs: List grants that have been awarded over the past 2 years and any other you plan to apply for in the near future. Include staff involvement in finding and obtaining the grant (e.g., grant writer involved). Give examples of ways your organization has managed the implementation of new projects in the past.



Proposed Program: Describe the proposed project and the significance of this work to your organization and community. Please include information about how you might change the program if COVID-19 guidelines are still in place.

Application Questions



Existing Programs & Community Needs: If you have existing programs, explain how the new proposed project will align with these programs already in place in your organization. Please include a description of your target audience in your response.



Barriers/ Solutions: Describe any potential barriers that you anticipate your organization may encounter when implementing the proposed project. Please include how you will address these barriers.

Application Questions



Leadership: Describe how the proposed project is supported by key individuals (i.e., champions) within your organization and/or community? Who are these people and what role will they play in the proposed project? Please include a list of the five team members and identify the team leader.



Other Support: How will other organizations (or other departments within your organization) play a role in implementing this project? Please list the organizations, what roles will they play, and indicate their level of support. Please include a letter of support from each of the organization(s) involved.

Application Questions



Program Evaluation: Describe how your organization will evaluate the key components and outcomes of the project.



Budget & Justification: Provide an estimated budget and budget justification for 1 year at \$10,000 per year. Do not exceed \$10,000.

Budget

YEAR 1 Budget				
Item	Brief Explanation of How Funds Will Be Used			Total Amount
Personnel				
Name	Role on Project (e.g. grant writer, administrative assistant, and RN)	Devoted to Project		Amount Requested
		Months	Salary	
		0.0	\$	\$
		0.0	\$	\$
		0.0	\$	\$
		0.0	\$	\$
		0.0	\$	\$
Program Materials	Note: This can include sanitizer and wipes for in-person programming			\$
Office Supplies	Provide costs for copies, paper, postage, telephone and other items related to programming.			\$
Computer Software				\$
Training	Webinar or training costs related directly to programming			\$
Participant Incentives				\$
Travel	Local travel only			\$
Personal Protective Equipment (PPE)	Such as masks / face shields, if applicable			\$
Other				
TOTAL	Not to exceed \$10,000.			\$

- You may use the example budget items or propose other items relevant to your Project.
- Be sure to explain how cost relates to your project.

How to Submit Your Application

Applicants should submit their applications as one
PDF document to:

Sam Noblet, MPH

Project Coordinator

South Carolina Cancer Prevention and

Control Research Network

NOBLET@mailbox.sc.edu

What If You Want to Conduct the Project With Another Group Outside of Your Organization?

We encourage this! We recognize that working collaboratively with partners and other stakeholders in the process of implementing and adapting evidence-based interventions in a move to empower the community is crucial to our efforts.

Pre-Award Technical Assistance

Each applicant organization will be offered technical assistance when preparing their application. CPCRN staff are available to answer questions regarding:

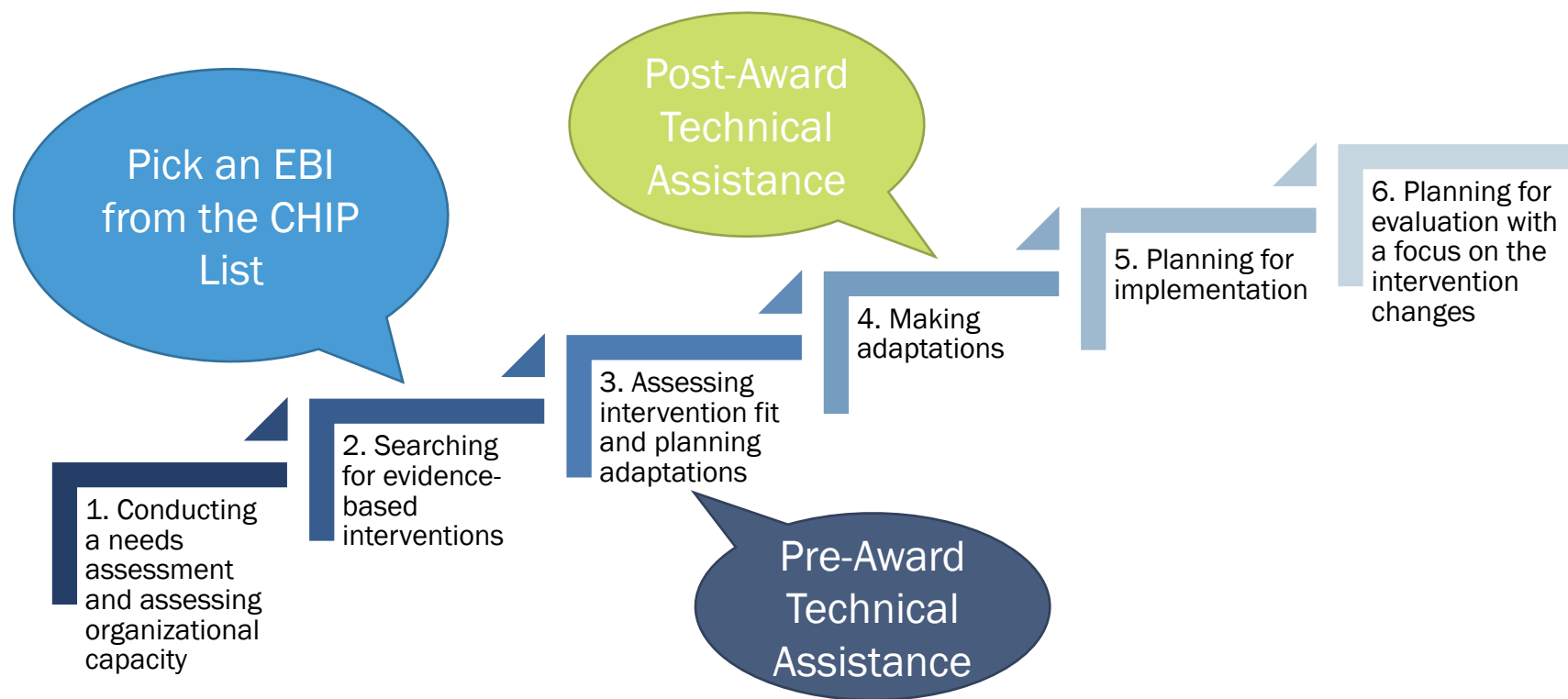
- Identifying the target community
- Identifying organizational resources and potential partners
- Identifying evidence-based intervention components
- Determining appropriateness of the fit for the intended population
- Identifying appropriate changes to existing programs
- Clarifying guidelines

Applicants can contact the SC-CPCRN at (803) 777-5887 to seek assistance

Post-Award Technical Assistance

- If your group is awarded the mini-grant, you will be assigned a subject matter expert on your chosen program category
- Requirement: The primary contact from each selected organization is required to attend one monthly conference call through the duration of the Mini-Grants program

Applying the 6 Steps of the IM Adapt Process



<https://doi.org/10.1186/s12889-018-5329-5>

Additional Resources

Samuel Noblet

SC-CPCRN III Project Coordinator

NOBLET@mailbox.sc.edu

CPCRN National Website

<https://cpcrn.org>

SC-CPCRN Website

https://www.sc.edu/study/colleges_schools/public_health/research/research_centers/sc_cpcrn/index.php

Questions



Evaluation Survey

- Please take a few minutes to take a short survey about today's webinar:
 - https://uofsc.co1.qualtrics.com/jfe/form/SV_cCRzrDAypYdg1wx