

Webinar for Potential Applicants to RFA 24-1 Cumulative Impact Assessment for Decision-Making: A Community-Academic Partnership Approach

Health Effects Institute

April 3, 2024

The meeting will begin shortly.

A few logistics before we start:

- If you experience logistical difficulties, please email Quoc Pham: qpham@healtheffects.org
- You can turn on **closed captioning** for the event at the bottom of your screen to the *right* of the Q&A button
- Please put questions about the RFA or application process in the **Q&A** box
- The recording is for internal purposes only
- After the webinar, HEI will post the webinar slides and all questions and answers to the HEI website

HEI

www.healtheffects.org | @HEIresearch

Today's Agenda

Introduction to HEI and the Environmental Justice Program

RFA Format and Objectives

Investigator Commitments

Timeline

Question and Answer Session

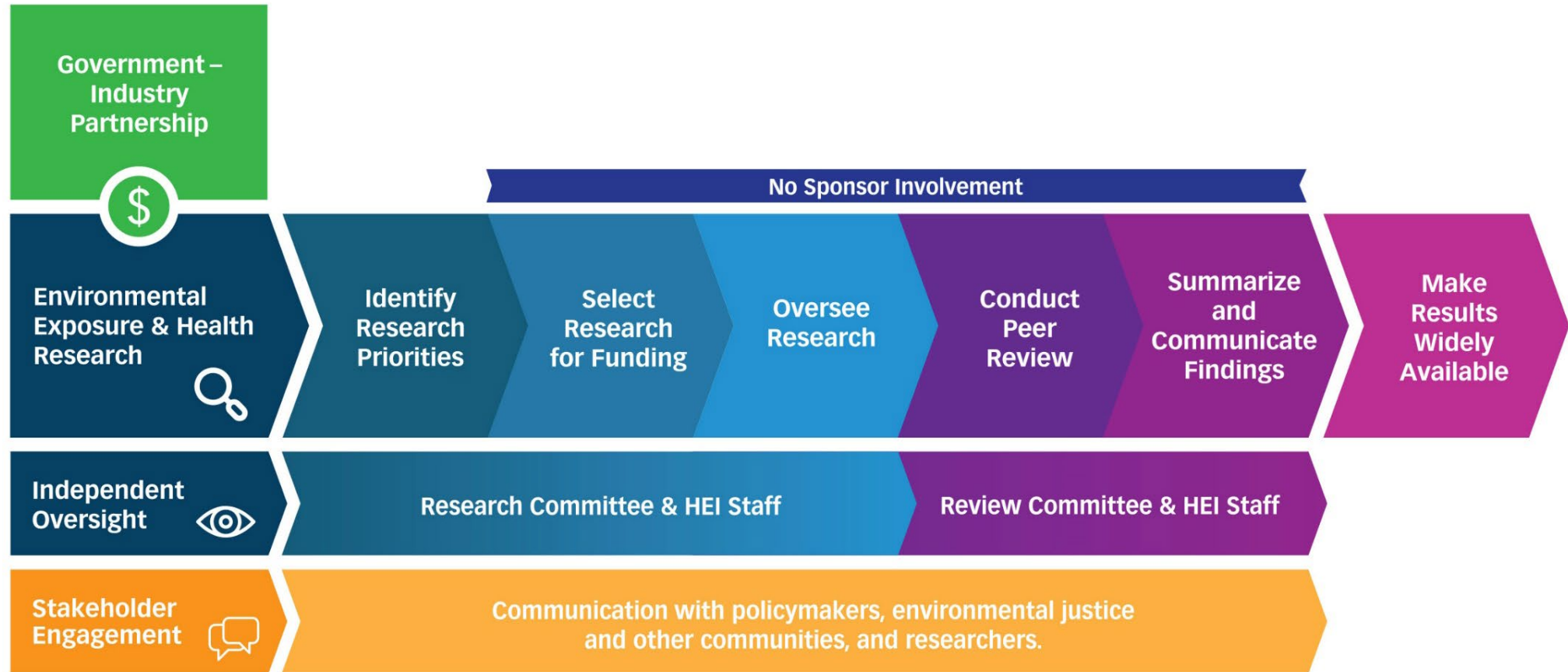
Introduction to HEI and the Environmental Justice Program

The Health Effects Institute

- An independent, nonprofit corporation chartered to produce *policy-relevant, high-quality, and impartial science*
- Funded jointly by government and the worldwide motor vehicle industry and, occasionally, private foundations
- Funds research that is selected, conducted, overseen, and reviewed independently of HEI's sponsors
- Does not take policy positions

How HEI Works

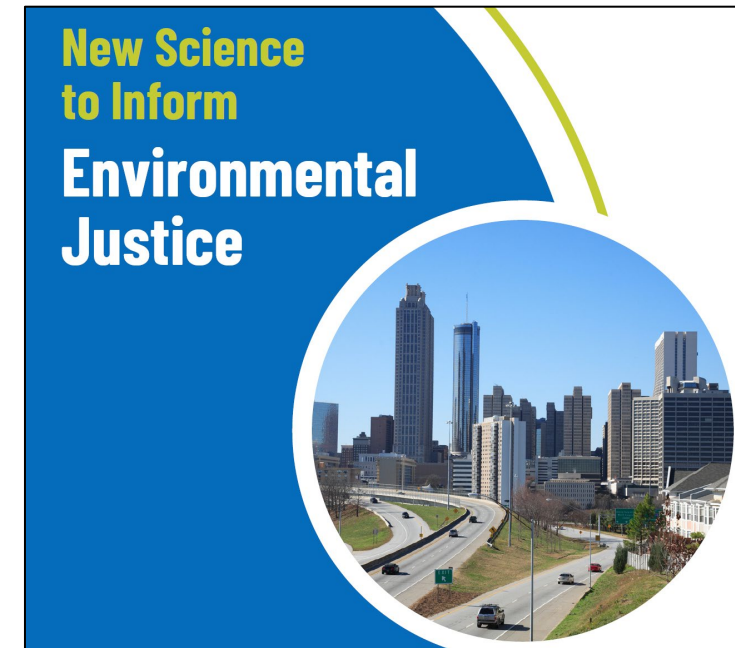
to Provide Impartial Science for Decision Making and Public Understanding



EJ Workshop Hosted by HEI

October 20-21, 2022 • Atlanta, GA

- **Purpose:** identifying priorities, barriers and solutions to inform HEI's environmental justice efforts
- **57 participants** from academic institutions, community organizations, federal government, industry, and NGOs
- **Key Takeaways:**
 - Need for new funding models to support:
 - Partnership building
 - Flexible research designs
 - Research translation that engages multiple sectors
 - Interest in science that does not just document disparities but can *help identify and assess actions to reduce them.*



EJ Oversight Panel



Jayajit Chakraborty, PhD
Professor,
University of Texas at El Paso



Christina Fuller, ScD (*Chair*)
Associate Professor,
University of Georgia



Melissa Gonzales, PhD
Chair and Professor,
Tulane University



Madeleine Scammell, DSc
Associate Professor,
Boston University



Neeta Thakur, MD
Associate Professor,
University of California, San Francisco



Linda Valeri, PhD
Assistant Professor,
Columbia University



Sherri White-Williamson, JD
Executive Director,
Environmental Justice Community
Action Network

HEI staff work with the Oversight Committee on

- Defining research needs in Requests for Applications (RFAs)
- Selecting and overseeing funded studies

EJ Advisory Council



Maria Harris, PhD
Environmental Epidemiologist,
Environmental Defense Fund



Mychal Johnson
Founding Member,
South Bronx Unite



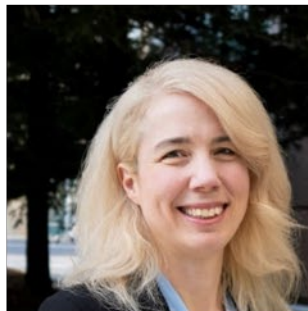
Yukyan Lam, JD, PhD
Research Director
Tishman Center, New School



Lesliam Quiros-Alcala, PhD
Assistant Professor,
Johns Hopkins Bloomberg School of
Public Health



Beto Lugo Martinez
Environmental Justice
Organizer
Rise4EJ



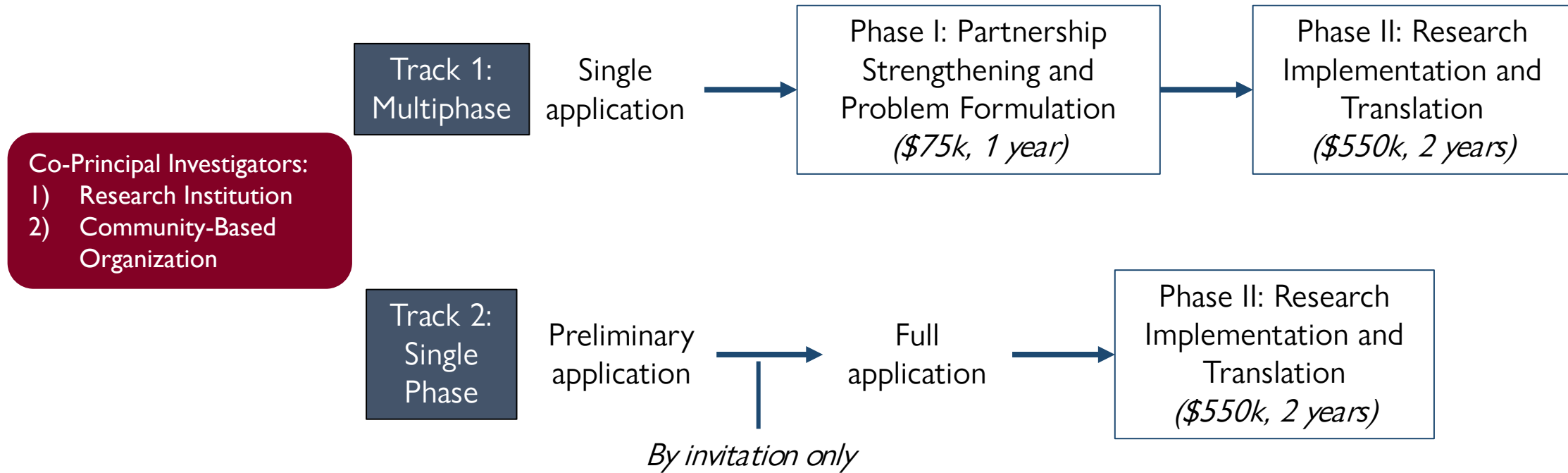
Elizabeth Scheele
Research Division Chief,
California Air Resources Board

Roles:

- Provides strategic advice in establishing HEI's EJ research
- Identifies approaches to ensure that the EJ program achieves its mission.
- Advises HEI on integrating EJ considerations into its other programs, policies, and activities.

RFA Format

Application Tracks



RFA Objectives

Overall Objectives of RFA 24-1

1. Strengthen community-academic partnerships, develop tools, and conduct dissemination activities designed to improve health and uptake of the research for decision-making.
2. Conduct cumulative impact assessments where results would be incorporated into a specific decision context.

Decision Context

Cumulative impact assessment must inform a decision.

In deciding on decision context and formulating approach, consider:

- Potentially affected groups and decision makers that might benefit from the cumulative impact assessment.
- Organizations that have jurisdiction over the decision.
- The range of possible decisions that can be informed through consideration of cumulative impacts.
- Permissible and available data.

Potential Topics

- State permitting of unconventional oil and gas development.
- Emissions reduction strategies in port communities.
- Source-specific state implementation plans.
- Historic housing or transportation policies.
- Climate resilience and disaster preparedness at the local, regional, state, or federal level.
- Green infrastructure to mitigate urban heat effects in a particular community.
- Environmental awareness campaigns with a local or regional focus.

Principal Investigator Eligibility

- **Research Institution Principal Investigator:**
 - Academic or independent, non-profit, free standing research institution
 - Advanced degree (PhD, MD, or equivalent)
 - Relevant technical expertise and experience successfully leading multidisciplinary teams
 - Track 2: track record of trusted, community-based research partnerships
- **Community-Based Organization Principal Investigator:**
 - Registered non-profit organization (see Box I)
 - Experience collaborating on research projects
 - Experience meaningfully engaging with the community

Project Team

The full team can include:

- The PIs
- Their immediate team (community members and staff, other faculty, research scientists, post docs, students, and technicians)
- Co-investigators or collaborators at other institutions
- Consultants

Invited Track 2 full applications must include an organizational chart that identifies each team member, their affiliation and role in the research, and lines of communication among team members.

We encourage diverse research teams (we adopted the [National Institute of Health definition](#) on populations underrepresented in the scientific workforce).

Track 1

Track 1, Phase I Activities

- **Formulate problem statement:** Identify the scope of the problem that the research will address, research objectives, methods to answer research questions, and potential barriers to conducting the research, communicating its findings, and putting the research findings into practice.
- **Develop a budget:** Determine the lead applicant, terms of contracts, and overhead amounts and negotiate costs associated with research, including staff time, materials and supplies, fringe, and administrative rate for each organization.
- **Identify research team and collaborators:** Establish a research team with a range of expertise and knowledge to conduct the proposed research and dissemination activities.
- **Develop Community Engagement Plan and Translation and Dissemination Plan.**
- **Identify facilities, infrastructure, and relevant datasets.**
- **Establish a Memorandum of Understanding (MOU) or Partnership Agreement:**
 - The MOU or Partnership Agreement should include a *data sharing agreement*.
- **Define measures to evaluate success** of the engagement methods and of the translation and dissemination of results for use in decision-making.

Track 1, Phase I Outputs

During Phase I:

1. 5- and 10- month progress reports
2. Awardee check-in

At Completion of Phase I:

1. Application for Phase II, which includes:
 - a. Research Project Plan: ← feedback provided by Panel and external experts
 - i. Data Sharing and Management Plan
 - ii. Research Translation and Dissemination Plan
 - b. Community Engagement Plan
 - c. Preliminary Quality Assurance/Quality Control Plan
 - d. Budget
2. Memorandum of Understanding or Partnership Agreement.
3. Contribution to an HEI summary report.
4. Attendance at HEI's Annual Conference.

Criteria for Evaluating Applications: *Track 1*

1. **Qualifications of the PIs:**

- Appropriate and uniquely positioned for implementing the work.
- Demonstrate experience.

2. **Proposed activities and benefits of the partnership:** Demonstrated need for project that produces information relevant to decision-making and the community.

3. **Collaboration plan and facilities:** Shared governance structure and clear description of how the team will work together.

4. **Project plan and timeline:** Activities and timelines that are relevant and feasible and align with the project objectives.

5. **Cultural competency statement:** The research institute PI demonstrates sufficient knowledge of cultural competency.

6. **Budget:** Reflects the time and contributions of all team members and equitable compensation for other community members and others who are meaningfully involved in the work.

Track 2

Key Study Design Features

- **Research Question:** must be based on the community's concerns and its unique context.
- **Design:** informed by the decision context
- **Chemical stressors:** potential exposure to chemicals through air must be included as an element of the proposal.
 - Proposals that focus on exposures through air *and* other environmental media (e.g., surface water, groundwater, and noise) are encouraged.
- **Non-Chemical Stressors:** non-chemical stressors (e.g., noise, crime and violence, personal nutrition, community resources, social support, etc.) must be included as an element of the proposal.

Key Study Design Features

- **Methods:** a mix of quantitative and qualitative approaches encouraged
 - All must include a quantitative component
 - Encourage use of novel methods to:
 - Identify priority stressors to include in the cumulative impact assessment.
 - Combine quantitative and qualitative data into single assessment.
 - Use of novel methods must be tested against observations.
- **Scalability:** identify contextual factors that inform application of findings to other communities.

Research Translation Plan

- **Describe the target audience and decision makers**
 - Includes plan for providing education and outreach about the research findings, as well as the limitations, uncertainties, and the factors captured or not captured in the research.
- **Specify the pathway** from study findings to action.
- Describe the team's plan for **interpreting and communicating interim and final results** in the context of health risks for affected communities.
- Includes **timepoints** during and at the end of the research for involving interested groups.
 - Timepoints related to lifecycle of policy or other action.

Tracks 1 and 2: Phase II Outputs

During Phase II:

1. 5- and 10- month progress reports
2. Bi-annual meetings with other awardees, hosted by HEI

At Completion of Phase II:

1. Final Report that is reviewed by an independent Review Committee
2. A continuity plan for building on the HEI-funded work and continuing the partnership and next steps for identifying solutions not addressed in this project
3. Attendance at HEI's Annual Conference
4. Participation in a webinar hosted by HEI with other awardees summarizing the projects and sharing lessons learned.

Criteria for Evaluating Applications: *Track 2*

1. **Relevance** to the objectives of the RFA.
2. **Scientific merit** with respect to study design, data collection and analysis methods, modeling approaches, data evaluation, and overall quality assurance.
3. **Experience, competence, and diversity of the research team**, including principal investigator, scientific staff, and collaborating investigators.
4. **Adequacy of facilities**, including (1) access to study sites, instrumentation, and relevant data sets; and (2) adequacy and validity of facilities to implement the proposed research.
5. **Reasonableness of the proposed budget**. Community partnerships and community engagement should be reflected in the proposed budget.
6. **Well-developed plan for research translation** to inform decision-making.

Investigator Commitments and Contracting

Investigator Commitments

- HEI issues cost-reimbursement contracts (not grants)
- Follow guidelines for Quality Assurance / Quality Control and data sharing
- Require biannual progress reports and final webinar
- Present a poster at HEI's Annual Conference (between March and May)
- Changes to proposed work or budget require Oversight Panel approval to ensure the study stays true to its original goals and the RFA
- Final reporting requirements

PLEASE REVIEW HEI'S PROCESS BEFORE APPLYING:

<https://www.healtheffects.org/research/investigators/commitments>

Budget and Contract

Both Tracks:

- Indirect costs are capped at 30% (cannot be waived).
- HEI expects to fund a small number of studies.

Track 1, Phase I:

Contracting options:

1. Two contracts: one for each of the PIs
2. One contract through university

Track 1 and Track 2, Phase II:

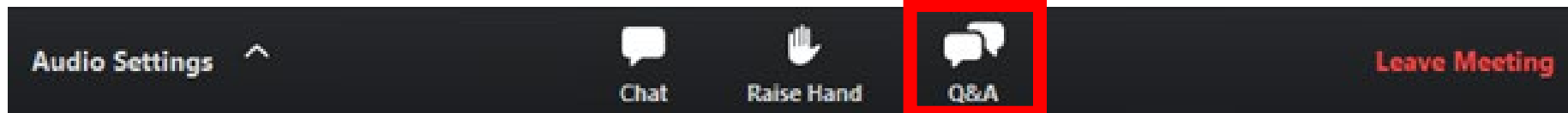
- Contracting through university.
- First six months of budget set aside for community-based organization.

Important Dates

Action	Track 1	Track 2
Notify HEI of intention to apply	June 4, 2024	April 29, 2024
Preliminary applications due	-	May 13, 2024
Applications due	June 18, 2024	
Panel reviews applications	July 29, 2024	June 11, 2024
Decisions and feedback to investigators	Mid August 2024 (winners notified)	Late June 2024
Invited full applications due	-	September 24, 2024
HEI EJ Panel reviews full applications	-	November 5, 2024
Winner(s) notified	-	November 2024
HEI Board approval, contract negotiations, IRB Approval	Fall 2024	Winter 2024
Preliminary QA/QC plan	-	Winter 2024
Studies begin	Fall 2024	Winter 2025

Question & Answer Period

Please type your questions about the RFA and application process via the Q&A function.



If you have additional questions, please contact Anna Rosofsky: arosofsky@healtheffects.org

For general questions related to the HEI application process, please visit: <https://www.healtheffects.org/faqs>