WICHITA STATE
UNIVERSITY
REGIONAL INSTITUTE ON AGING

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REGIONAL INSTITUTE ON AGING
CALL FOR INTERDISCIPLINARY PROPOSALS
Focus on Accessibility, Diversity, & Inclusion
2019/2020

Sustaining physical, cognitive, and social well-being across the life span is a central focus in research on aging. Fostering research to increase our foundational knowledge base in these areas as well as applied research on the development, implementation, and evaluation of programs aimed at promoting community engagement to ensure that older adults continue to have access to the services and activities that promote well-being in each of these key areas are priorities of the Regional Institute of Aging (RIA). **Because of the multidimensionality of aging, foundational interdisciplinary research is critical to a full examination of challenges facing older adults.** At the same time, **applied research aimed at ensuring knowledge dissemination to the broader community on issues faced by aging adults and facilitating engagement of older adults in physical, cognitive and social activities known to promote quality of life are essential for an accessible, inclusive and thriving community.**

The Regional Institute on Aging (RIA) at Wichita State University is pleased to announce a new funding opportunity for **interdisciplinary faculty research** that addresses issues related to well-being in older adults. This funding opportunity is supported by a gift from the estate of Evelyn Cassat. Funding will be provided for three interdisciplinary research projects at WSU that contribute to knowledge and practice related to well-being in older adults. The maximum funding amount for each of the three proposals is $25,000 for a 12-month period[1]. Proposals may be either for foundational research or applied research (see definition below). **Foundational and applied research projects that actively involve faculty members at WSU from at least two distinct disciplines and more than one college will be given priority**; however, sole researcher projects will also be considered. **Applied research projects that provide evidence of real or potential impact for improving or sustaining older adults' access to and inclusion in services or activities that foster physical, cognitive, and social well-being will be given preference.**
All projects must also include an impact statement describing specifically how the project will benefit the quality of life for older adults in the community and provide practical guidelines for

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[1] Note that projects may not receive the full $25,000 even if it is requested and proposals for smaller amounts will also be considered. Budgets should clearly document and justify the need for the requested funds.

possible implementation. Projects must also include a plan for obtaining future funding from external sources to continue the research.

WSU is committed to innovative approaches to research and practice, including interdisciplinary research. This grant offering is intended to support thoughtful, well-designed, and new interdisciplinary partnerships addressing important issues related to well-being in older adults.

UNDERGRADUATE RESEARCHER REQUIREMENT
A requirement of all proposals is the inclusion of undergraduate researchers. WSU is committed to providing applied learning or research experiences for all undergraduate students in order to maximize their skill sets at graduation. For the purpose of these grants, undergraduates must be involved at a level that enables them to learn and participate in the implementation of the research project beyond routine tasks such as data entry or other basic office work.

WHO IS ELIGIBLE?
All full-time WSU faculty members from any department **who have not participated in a grant-funded by RIA in the last three years** are eligible to apply.

WHAT IS THE DEFINITION OF "OLDER ADULTS"?
For the purpose of these proposals, research should focus on adults age 55 and older.

WHAT IS THE DIFFERENCE BETWEEN FOUNDATIONAL AND APPLIED RESEARCH?
For the purpose of these proposals, foundational research is focused on learning or creating new knowledge. Applied research is focused on the application or extension of existing knowledge.

WHAT IS THE DEFINITION OF ACCESSIBILITY, DIVERSITY, & INCLUSION? For the purposes of this grant offering these terms are defined broadly. Accessibility includes breaking down both physical barriers (e.g., for with mobility, cognitive and sensory challenges) as well as psychological and social barriers (e.g., combating ageism and negative age-related stereotypes). Diversity refers to ensuring that older individuals from underrepresented socioeconomic and racial/ethnic backgrounds, as well as persons with alternative gender ID/ and sexual orientations, have access to and respectful inclusion in services and activities that promote well-being.

WHAT IS THE DEFINITION OF COMMUNITY? For the purposes of this grant offering community refers to the WSU campus, the greater Wichita area and surrounding counties within the state of Kansas.

WHAT IS THE LENGTH OF THE GRANT PERIOD?
Projects will be funded for 12 months only. These grants are not renewable, nor will they be extended.

WHAT CAN BE INCLUDED IN THE BUDGET?
Allowable costs include direct costs only, such as personnel costs, stipends for undergraduate and graduate researchers, laboratory and/or research costs, and supplies, conference costs, and publication costs. No major equipment purchases will be covered. No indirect costs will be paid.

WHAT IS THE TIMETABLE FOR APPLICATION AND NOTIFICATION OF AWARDS?
- Release of announcement   October 24, 2019
- Application due date   January 17, 2020
- Review   February 2020
- Awards announced   March 16, 2020
- Earliest start date   March 30, 2020

HOW TO APPLY
1. **Cover page and an executive summary (submit as one file)**
   a) This short document (**three-page maximum**) should concisely describe the project. The first page is a cover page that will include ONLY the title of the proposed project, the names of the principal investigator and co-principal investigator(s), their departments and contact information, and the names of any other research team members and departments. The remaining two pages provide a succinct overview of the project that allows RIA to clearly understand what you are trying to accomplish. **Be sure to describe how the project will impact well-being in older adults and describe the broader impact of the project in promoting more age-friendly communities.**
   b) Include concise information about the need for the project, project objectives, methods, total cost, departments involved, undergraduate or graduate researcher participation, and amount requested from RIA. **If the proposed study is technical in nature, please use lay terminology in the Executive Summary**. This summary should be written so that it can be understood by readers who are not familiar with your area of study or jargon used in your discipline.

2. **Proposal narrative (submit as one file)**
   The proposal narrative (**10-page maximum**)[2] provides an opportunity to describe your project thoroughly and to demonstrate clearly your proposal's relationship(s) to sustaining well-being in later life. Please address the following:
   a) Project research questions, aims, and objectives
      1. Clearly state the study's hypotheses or specific research questions.
      2. Provide clear, concise, and complete objectives.

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[2] Reference pages are not included in the 10-page limit.

3. Describe the contributions from the different disciplines represented by researchers and how they are important to the study.

   b) Project significance
   1. Clearly describe the importance and relevance of the proposed project to sustaining physical, cognitive, or social well-being into later years.
   2. Provide a literature review, describing existing knowledge related to the study's aims and methods.
   3. Describe how the project complements or extends existing knowledge.
   4. Describe the specific anticipated contribution(s) to knowledge in this field.

   c) Proposed methods: please describe
   1. Research design;
   2. Study hypotheses or research questions;
   3. Statistical analyses to be used;
   4. Sequence of the investigation;
   5. Sample size, how it was determined, and a discussion of how participants will be identified and/or recruited.
   6. Eligibility and exclusion criteria for participants;
   7. Types of data to be obtained;
   8. Data analyses planned;
   9. Data interpretation planned;
   10. Ethical issues regarding the use of human subjects, if applicable.

3. **Dissemination of results**
   i. Please describe specifically plans for dissemination of research results, including products, tools, reports, briefs, policy research papers, professional journals, conferences, etc.
   ii. Describe the target audiences for dissemination of findings.

4. **Personnel**
   a) Provide biographical   information about the principal investigator(s) and other key personnel involved in the project.
   b) Undergraduate and graduate researchers
   c) Describe how undergraduate and graduate researchers in this project will be recruited, selected, compensated, and integrated into the project.

5. **Plan to secure future funding.**
   a) Provide a brief description of how this funding be used to secure future funding from external sources. For example, will it be used to provide needed proof of concept or pilot data?
   b) What additional sources of funding for the current project and future related research efforts will be sought?
   c) What is the anticipated time frame for applying for additional external funding?

6. **Budget, budget narrative, and timeline. Submit line item budget separately as one file; submit the narrative and timeline together as a separate file)**

a) Line item budget includes all expenses and income, including grant funds requested from RIA and funds received and/or requested from other sources for this project. Please include the percentage of time allocated for project staff.

b) The budget narrative describes how the budget related to the proposed project activities. Budget narratives should include a description for each line item identified in the budget. If the principal investigator(s) are engaged in other projects, identify the percentage of time and compensation from these projects.

c) The timeline corresponds directly to the activities that are described in the proposal.

TERMS OF AWARD

If awarded, the grantees agree to the following terms.

1. Funds must be used within one year from the date of the award.
2. All research team members must be current in the appropriate required institutional training.
3. All projects must have been approved by the WSU Institutional Review Board prior to commencement of research activities.
4. Grant recipients are expected to present and publish results at conferences, community forums and in scientific journals appropriate for their respective disciplines.
5. Grant recipients must acknowledge funding from the WSU Carl and Rosina Cassat Regional Institute on Aging Grant in any presentations or publications that result from the research conducted through the grant.

HOW TO SUBMIT Format:

1. Please use either Arial, Calibri, or Times New Roman font with a font size no smaller than 11 and margins on all sides of 1 inch.
2. The executive summary and the proposal narrative may be single-spaced.
3. Please name all files with your last name in lower case followed by RIA followed by file identifier, e.g. "smith_RIA_exsumm.docx" or "smith_RIA_budget.xlsx." See specific file names below.
4. The executive summary should be submitted as a separate file, either Microsoft Word or PDF. This file should be named "your last name_RIA_exsumm.docx"
5. The proposal narrative section may be submitted in Microsoft Word or PDF files. This file should be named "your last name RIA proposal"
6. The line item budget file may be submitted either as a Microsoft Excel or a PDF file. This file should be named "your last name RIA budget"
7. The budget narrative and timeline file may be submitted in Microsoft Word or PDF files. This file should be named "your last name RIA timeline"
8. ***Note: you will be submitting 4 files in total; there will be no more than 4 files submitted. Please submit all 4 files at the same time.***

Transmitting files:

1. Email all 4 files named as shown above, plus a completed research proposal routing form, to Dr. Carryl Baldwin, Regional Institute on Aging, Director, Carryl.Baldwin@wichita.edu.
2. All files must be received by Dr. Baldwin by 5 PM on Friday, January 17, 2020. Applications received after the deadline will not be accepted or reviewed.

REVIEW PROCESS AND CRITERIA

A double-blind review process will be used, with both applicants and reviewers anonymous to each other. All documents will be de-identified before review. The applications will be reviewed by a small ad hoc committee of WSU and community reviewers.

REVIEW CRITERIA

The review committee will consider the following criteria during the selection process:

1. The proposal is clear and understandable to readers outside the investigator's specific field.
2. For foundational research that there is a clear contribution to the research literature on well-being in older adults.
   a. There is a clear explanation of the significance of the project relative to existing knowledge, the value of the project, and the new knowledge, understanding, or insight that will be gained from the proposed project.
   b. Interdisciplinarity has a clear impact on the structure of the research project and the interpretation of the outcomes.
3. For Applied research that there is a clear implementation and evaluation plan.
   a. A clear explanation of the segment of the population that will be targeted and how this will benefit well-being in older adults.
   b. A clear statement of how the project will have a broader impact of the project in promoting more age-friendly communities.
   c. Interdisciplinary projects will be given priority.
4. The proposal is strong and clearly focused.
   a. There is a clear focus on the central research questions, and the research questions are clearly tied to well-being in older adults.
   b. The proposal clearly states the aims of the project.
   c. The design and methods proposed are appropriate for the research questions. There is a clear discussion of how the methods will be implemented and how all data will be obtained. Human subject participation is addressed with the highest concerns for ethical treatment.
   d. The timeline is appropriate and feasible for the work proposed.
   e. The budget is appropriate and feasible for the work proposed.
5. Undergraduate and graduate research participation is documented and important.
   a. Undergraduates are involved in substantial ways as researchers in the project. Compensation is provided for undergraduate or graduate researchers, and

undergraduate or graduate researchers participate in the dissemination of the results.
6. The budget is appropriate and clear.
    a. The requested budget is clear and necessary for the completion of the project.

REPORTING REQUIREMENTS
An interim scientific progress report and financial report are required six months after the start of the award. Final scientific progress and financial reports are due within 60 days of the end date of the award.

FURTHER QUESTIONS?
Direct questions to: Carryl.Baldwin@wichita.edu