



WEST COAST POVERTY CENTER  
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UNIVERSITY OF WASHINGTON  
SCHOOL OF SOCIAL WORK • DANIEL J. EVANS SCHOOL OF PUBLIC AFFAIRS  
COLLEGE OF ARTS AND SCIENCES

## **CALL FOR PROPOSALS**

**Applications due June 5, 2009**

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# **West Coast Poverty Center**

## **2009-10 Poverty and Policy Small Grants Program**

### **Purpose**

The West Coast Poverty Center (WCPC) seeks proposals for grants through the **2009-10 West Coast Poverty Center Small Grants Program**. This program supports new and continuing research on poverty and poverty-related policy in the U.S.

### **About the West Coast Poverty Center**

The West Coast Poverty Center (WCPC) is one of three regional poverty centers with core funding from the U.S. Department of Health and Human Services, Office of the Assistant Secretary for Planning and Evaluation (ASPE). The Center, sponsored jointly by the University of Washington School of Social Work, the Daniel J. Evans School of Public Affairs, and the College of Arts and Sciences, is a regional hub for research, education, and policy analysis leading to greater understanding of the causes and consequences of poverty and the effects of public policy on poverty. The Center also disseminates knowledge about effective state and local policies for addressing poverty to policy makers, practitioners and the community.

### **About the WCPC Poverty and Policy Small Grants Program**

The Center will award grants of up to \$15,000 for research on topics relating to the causes, consequences and effective responses to poverty in the U.S. The Center supports research on a broad range of poverty-related topics and on the role of public, nonprofit, private market and community institutions. Quantitative, qualitative, or mixed-method approaches are all encouraged as are submissions from scholars in any discipline. Proposals may address any aspect of the causes, consequences and/or policy responses to poverty. Of special interest are proposals that address:

- Changing labor markets and their consequences for economic security and social well-being
- Changing patterns of work and family life, and the consequences of transformations in family formation, employment, and caregiving arrangements for the economic security of parents and children
- Changing demographics and their implications for poverty and public policy, including issues of race, ethnicity, gender and immigration
- The performance of the safety net in the current recession
- Regionally-focused research examining poverty and poverty-related policy in the west coast states of Washington, Oregon, and California (i.e., studies based in one or more west coast states or communities within those states AND/OR studies that compare the region (or states or communities within the region) with other parts of the country)

### **Terms of Funding**

1. WCPC Poverty and Policy Small Grants will fund reasonable research expenses such as data or software purchases, research assistance, research-related travel, relevant supplies, academic year and summer salary, and/or statistical or other consulting, to a maximum of \$15,000.
2. The grant may be awarded as a personal services contract to the applicant without indirect cost recovery or through the applicant's home institution. Due to the limited funds available, if indirect costs are necessary, they must be limited to no more than 10 percent of the grant amount. The Center may fund a proposal at a level below the requested budget, as necessary.
3. For applicants requesting funds for academic year salary (i.e., course reduction), preference will be given to proposals with salary requests at replacement cost (rather than at the applicant's full salary).
4. Applicants must hold a Ph.D. and an appointment with an academic institution or nonpartisan research institution.
5. Grants may start as early as September 2009. Funded activities must end by August 31, 2010. No-cost extensions will not be allowed.
6. Funded scholars must submit a 2 page progress report six months after the start of funding and a 2-3 page final report within 30 days of the end of the funding period.
7. Funded scholars will be expected to complete at least one paper from the project suitable for academic publication. A paper will be due to the Center

within three months of the completion of the funding period and, contingent on review, will be posted as a working paper on the Center's public website.

8. During the course of the funding period, funded scholars will be expected to present their research at a WCPC seminar and receive input from WCPC-affiliated scholars; travel costs for the seminar presentation will be paid by the Center. Funded scholars may also be invited to participate in other Center activities, including workshops and conferences.

## **Selection Criteria**

Research on any topic that improves understanding of the nature, causes and correlates of poverty and the effects of public policy on poverty is eligible for support. Within this broad research agenda, the Center will give preference to studies that address the priority themes, below, and have the potential to inform national and/or regional policy.

Senior scholars affiliated with the WCPC and representatives of the U.S. DHHS Office of the Assistant Secretary for Planning and Evaluation (ASPE) will evaluate the proposals. Criteria for evaluation will include:

- Potential for the research to contribute to knowledge about the causes, consequences and reduction of poverty nationally and/or in the west coast region (if the proposal is regionally focused).
- The relevance of the project to current community, state, regional or national policy issues.
- The quality of the project's theoretical justification and study design, including the choice of research methodology and data.
- The feasibility of the proposed study.
- Qualifications of the investigator(s).
- The value of the grant to the career development of the investigator.

## **Application Instructions**

Applicants may submit one proposal per round of competition. Please mail 6 SINGLE-SIDED PAPER COPIES of the following in the order listed AND submit one electronic copy of the entire application in Microsoft Word via e-mail to [wcpc@u.washington.edu](mailto:wcpc@u.washington.edu). The full RFP may be downloaded from the WCPC website at <http://wcpc.washington.edu/funding/grantannounce.shtml>

- 1. Cover sheet. PLEASE USE THE TEMPLATE ON THE LAST PAGE OF THIS ANNOUNCEMENT.** The cover sheet will include the following information:

- a. The investigator's (or investigators') name, title, organizational and department affiliation, mailing address, email address, and phone number.
- b. The title of the proposed study.
- c. A 250-word abstract describing the specific aims, data and methods, and policy significance of the proposed study.
- d. Total funding requested.

*If the proposed research involves more than one investigator, a principal investigator must be identified. All correspondence will be with the PI.*

**2. Description of the proposed project** in no more than 6 double-spaced pages (excluding figures and references) with 1 inch margins and 12 point font. The description should:

- a. Clearly describe in one paragraph the specific aims of the project and their significance for the understanding of poverty and poverty-related policy nationally and/or in the region (if the proposal is regionally focused);
- b. Very briefly explain how the proposed project would extend/improve the relevant literature;
- c. Briefly summarize the PI's prior research in the area;
- d. Present major hypotheses or study questions;
- e. Describe the research design, proposed methodology, and data sources;
- f. Clearly indicate how the design will answer the research questions.

*Give particular emphasis to items a, d, e and f. Do not submit long literature reviews.*

**3. An itemized proposed budget and a short budget narrative** that describes and explains each line item. Appropriate research expenses include:

- Research assistance (salary and tuition)
- Travel to conduct research (not for conference attendance)
- Purchase of data, software, relevant supplies or small pieces of equipment
- Summer or academic year salary for the PI
- Statistical or other consultation
- Contract services (personal or other)

The narrative should indicate the relationship between this budget and any other funding the applicant has received for this research as well as other related applications currently outstanding.

**4. A letter indicating whether the grant is to be administered as a personal services contract or as a subcontract through the applicant's institution.** If the latter, contact information for the appropriate grants person at the institution is required. Due to

limited funds available, if indirect costs are a necessary part of a subcontract they must be limited to no more than 10 percent of the grant amount.

**5. A short summary of the institutional support** for the research that will be available from the applicants' home institution.

**6. A project timeline** listing specific milestones for study completion. The timeline for the portion of research that would be funded through this award can start as early as September 2009 and must be complete by August 31, 2010.

**7. Curriculum vitae** (two pages, maximum) for all investigators.

**8. NOTE: All projects requiring human subjects review must receive approval and documentation of human subjects approval or exemption must be provided before funding can be dispersed.**

The award committee reserves the right to request additional supporting documentation as necessary. **Applications that are received after the deadline, are incomplete, exceed page limits, or are otherwise nonresponsive to these guidelines may not be reviewed.**

### **Timeline and Important Dates**

- Application deadline – 5:00 p.m., Friday, June 5, 2009
- Notification of award – on or before Friday, September 4, 2009

### **Contact Information**

*Mail Paper Applications to:*

West Coast Poverty Center  
2009-2010 WCPC Poverty and Policy Small Grants Program  
Box 354900  
University of Washington  
Seattle, WA 98105

*E-mail electronic copy to:* [wcpc@u.washington.edu](mailto:wcpc@u.washington.edu)

*Direct questions to:*

Rachel Lodge  
Program Director,  
West Coast Poverty Center  
Phone: 206-616-2858  
Email: [wcpc@u.washington.edu](mailto:wcpc@u.washington.edu)

*Director's Discretion: Awards are contingent on availability of funding. Nothing in this announcement should be construed as obligating the WCPC to make any awards.*

*Core funding for the WCPC and this competition are provided by the Office of the Assistant Secretary for Planning and Evaluation at the U. S. Department of Health and Human Services.*

**Please submit the cover sheet on the following page.**

**Cover Sheet**  
**WCPC 2009-10 Poverty and Policy Small Grant Proposal**  
**Due June 5, 2009, 5:00 p.m.**

Table cells will lengthen as needed to accommodate contents, but please do not exceed one page. Please include the cover sheet as the first page of your paper and electronic proposal. This page and the full RFP also are available from <http://wcpc.washington.edu/funding/grantannounce.shtml>

<b>Principal Investigator Information</b>	Name: Title/Rank: Institution: Department: Mail address: E-mail address: Phone:
<b>Project Title</b>	
<b>Abstract</b> (250-word limit)	
<b>Total Funding Requested</b>	Amount: