

Participatory Action Research Grants

Convene Grant Application Process & Questions Guide

Convene grants are short-term grants (up to \$20,000, for up to one year) to help teams to unpack a complex health issue and to question the systemic behaviours that have created that issue, or that are holding the issue in place. Convene grants help teams to articulate a research question and to develop a participatory research project plan that can then be submitted to funding organizations in the future.

The funding requested should be distributed equitably between the convening process and the community's participation in that process. **Convene grants are a one-stage application.**

Application Step-by-Step Process

Zoom in on the document to increase readability.



Application Questions

1. **Where you're at:** Tell us about where your project team is at in its research journey. Vancouver Foundation embraces all levels of experiences and wants to support teams where they are at. If your team has varying degrees of research experience, then select the statement that reflects the most experienced team members.
 - a) We're new to the language and concepts of participatory action research.
 - b) We're new to Vancouver Foundation's language of participatory action research, but not to community-based research.
 - c) We've been using similar participatory action research language and concepts for a while.
 - d) None of these statements quite fit where we're at.

Knowing where you are on the participatory action research journey informs an understanding of your work and how we might be able to support you. Vancouver Foundation sees value in supporting the development of newer research teams, as well as more experienced teams.

2. **Project Summary:**

- a) State the title/name of your project
- b) Indicate the anticipated start and end dates for your project

Vancouver Foundation will consider applications for projects that are already running, provided that the request does not include expenses that have been, will be or should be paid through other sources of funding. Vancouver Foundation does not provide bridge funding to sustain research projects between grants. Project start and end dates should cover the period for which funding is being requested from Vancouver Foundation. Submitting an application for a project that is already running does not increase the likelihood that it will be funded.

3. **Systemic Issues and Root Causes:** Do you have any health-related research questions in mind already? If so, then what are they? If not, what are your early questions about what parts of the system(s) are negatively impacting the health of your community (e.g., beliefs & mindsets, relationships & power dynamics, structures, policies & resource flows)?

Have you articulated a research question? If so, then what is it? If not, what pressing issue(s) impacting the health of a population does your research team want to better understand, and that a research question could develop from?

Describe some of the key elements within the system you intend to investigate and how they might relate to each other to create the systemic behaviours that are at the root cause of the pressing issue(s).

4. **Systemic Change:** Why is questioning this issue important? How do you foresee the findings of a future research project enabling the community to influence change? (1500 characters)

We want to understand how your research questions came forward from community. We recognize that 'community' is not a homogenous entity and want to hear from you which voices in the community you perceive as having influence.

5. **Ways of Knowing:** To what extent have your questions been explored already? How might your approach to these questions differ from or build upon other related work in this area? (1500 characters)

To what extent has this pressing issue been explored already? How might your initiative differ from or build upon other work related to this issue? The evidence could be formal research, statistics, white papers, information gathered through community networks or peer groups, knowledge of similar projects or work in a similar system, and so on.

6. **Literature Review:** Please attach and upload a literature review (2-page maximum) of the critical, directly pertinent research related to your project. The accepted formats are PDF and Word documents, and the maximum file size is 5MB.

7. **Process:** Where are you currently in the design and development of the convening process? What have you done to move your questions forward? Tell us about your current and planned activities, and how they will help you to create a viable research project plan. (3000 characters)

Summarize the development process that you will undertake to develop this idea into a fully-formed, viable research project plan. Tell us what you would like to do to transition your idea into a viable project plan.

8. **Collaboration:** Who are you currently partnering with? Who else do you intend to include in the development process? How are people affected by the issue involved? (1500)

How has the community's experience contributed to the identification and development of the research question? How will this project align with the principles and processes of participatory action research?

9. **Project Description:** What is the pressing health issue that your team is trying to understand? Why is this understanding meaningful? What process will you use to question how systemic behaviours are keeping the issue in place? (700 characters)

Many people do not have a background in your area of expertise, and so please use plain, compelling language (avoiding jargon) to write a paragraph that answers the following questions.

10. Project Budget:

- a) What is the estimated budget for this stage of your work?
- b) How much are you requesting from Vancouver Foundation?
- c) Who else is supporting this project financially, and by how much?
- d) What in-kind and cash contributions have you confirmed?
- e) What in-kind and cash contributions are you in the process of securing?

11. Research Team Overview table: List the two research co-leads, as well as the additional research team members. Provide the names, titles, emails and phone numbers for the Applicant and Partnering Organizations research team members. Describe their roles on the project and include short biographies of their research, community, or life experience related to this project. You'll be able to add up to 10 additional members.

- We encourage a genuine partnership and equal involvement in the design of the research project between researchers and community representatives.
- A maximum of two co-lead researchers is allowed; otherwise, do not limit the size of the research team.
- A graduate student may be a co-lead researcher; however, they cannot be paid from Vancouver Foundation grant if they are one of the co-lead researchers.