Community Engaged Activities funding opportunity for College of Pharmacy faculty and staff

Types of projects and/or events

- Community engaged projects/events that occur as part of academic activities, service or activities that support and enhance community-engaged teaching, practice or research.
- Types of projects/events may include health promotion, disease prevention, prevention screening and addressing social determinants of health, etc.
- Project/event goals relate to development and enhancement of relationships with community agencies/partners and contribute to the health and wellbeing of the community.
- Activities must involve at least one COP faculty or staff.
- Projects/events must include at least one community partner.
- This is not intended to fund personnel or professional development activities.
- This is not intended to fund required projects or research related to coursework.

Funding

- Funding is contingent on availability of funds. Funding is allocated for the year from the Office of Outreach and Engagement and available on a first-come, first-served basis on the fiscal year of July 1 – June 30.
- Requests will be considered up to $1,000, but expect most awards to be around $500.
- Requests will be approved on a case to case basis and evaluated based on criteria.
- Applicants will only be funded on projects ONCE a year or up to $1,000, whichever comes first. This timeline resets on July 1 of each year.
- Faculty/staff members that are not the primary applicant may appear on up to three projects at any one time.
- Funds may be used for (but not limited to):
  - Supplies and materials
  - Participant incentives (includes food or gift cards)
  - Participation barrier reduction strategies (e.g., transportation, childcare)
  - Program/registration fees

Requests for funding

- Submissions for funding requests should be submitted by the 15th of the review months listed below.
  - **September 15, December 15 and February 15**

- Applicants are encouraged to submit requests at least four weeks before their event in order to allow the purchasing of materials.
- **All requests for must be submitted via this link.**
- Be prepared to answer questions providing the following information:
  - Name of project/event
  - Description of project/event including goals and outcomes and measures of success
  - Date/Location of project/event
  - Lead faculty/staff member and identification of team members (students, faculty, staff, community partner(s))
  - Funding amount requested with budget justification
  - Project timeline
  - Sustainability plan, if applicable
  - Needs being addressed (e.g. social determinants, state health priorities)

Review criteria

- Inclusion of at least one community partner in project
- Description including clear goals and project plan with plan for outcomes evaluation
- Addresses a health equity or community need
- Supplies a service or resource or can describe the impact of the project/event
- Reasonable budget justification

Applicants will be notified of a decision no later than the first Monday of the following month after submission. If approved, the individual will be notified with the amount awarded through email.

Deadlines are **September 15, December 15 and February 15** each year.

Fund awardee responsibilities

- If project timeline spans greater than six months, project lead must submit a progress report at the midpoint.
- Complete Funding Post-Activity Evaluation within one week project completed or after event has taken place.
- Submit pictures and work with COP Communications on a story
  - Photo/Video Release form available on College of Pharmacy website

Policies

- MINORS - All applicants must adhere to the minor policy when applicable. This policy can be reviewed at https://hr.osu.edu/services/minors-on-campus/.
- CLIA Waiver – All point of care testing must align with the College's CLIA waiver policy and procedures.
- Photos – All applicants must refrain from photographing minors or patients unless a photo release is obtained. A copy of the photo release is available by contacting Communications and Marketing Office.
- Student Supervision – All projects must comply with the college's student supervision policy. This policy can be viewed at https://live-osu-pharmacy.pantheonsite.io/sites/default/files/OEstudentsupervisionpolicy-v6.pdf.

Office of Outreach and Engagement may support:

- Developing partnerships both internal and external to the University
- Evaluation planning support
- Student and volunteer recruitment
- Data collection and entry

Questions?

Contact Dr. Jennifer Rodis at rodis.2@osu.edu or Emily Keeler at keeler.16@osu.edu.