



**Community Action, Research & Education (CARE)
Grant Program
Call for Letters of Intent - 2010
Deadline – March 25, 2010**

Introduction

The CARE Grant Program furthers *Prairieaction* Foundation's goal to support community-based research into solutions to violence and abuse. The Program funds qualifying charitable organizations to do research projects that identify potential strategies, models and methods to ultimately eliminate the issues and impact of family violence and abuse.

At *Prairieaction* Foundation we believe that results-oriented research can reduce or eliminate violence and abuse in our communities by telling us how effective laws and policies, well-designed programs and well-resourced community responses can make a difference in the lives of families and our communities every day.

The essence of the CARE Grant Program is to fund human services agencies and other registered charities for research that will:

- Identify effective strategies, models and methods to prevent and alleviate violence and abuse; or
- Demonstrate the impact of a specific program or approach in providing solutions to violence and/or abuse.

RESOLVE Research Network

We recognize that in many situations, community-based organizations that work at the heart of an issue will benefit from working collaboratively with academic researchers and other relevant partners. RESOLVE is a university-based network of academic researchers at the Universities of Calgary, Manitoba and Regina. RESOLVE coordinates and supports research aimed at ending family violence and abuse and is available to work in partnership with community-based organizations in developing action-oriented research projects. If you require this type of support in putting together your proposal or facilitating the research, we encourage you to contact the RESOLVE office in your province by visiting their website at <http://www.umanitoba.ca/resolve>.

Are you eligible?

We fund:

- Organizations that are federally registered charities with Canada Revenue Agency;
- Organizations that are grassroots and community-based;
- Organizations that are located in the Prairie Provinces;
- Organizations that work in partnership with academic researchers or other relevant partners, when appropriate;
- Research projects that demonstrate a clearly defined research question related to the reduction or elimination of violence and abuse;
- Research projects where the methodology is appropriate and doable;
- Research projects that have a plan for how research results will be used to improve programs or influence policy or legislation; and
- Research projects that have a plan for sharing the research results.

We Do Not Fund:

1. Conferences or travel to conferences
2. Universities and colleges, which do not have a community based organization partner
3. Capital expenditures
4. Funding for on-going programs
5. Implementation of research recommendations
6. Projects where research is not predominant

How much is a reasonable request?

- CARE Grants can range from \$2,000 to \$20,000, however most of the grants will likely be under \$10,000.
- Larger grants may be given to research projects that involve several partners.
- Budget items should be directly related to the costs of carrying out the proposed research project.
- Eligible costs include salaries and benefits, consulting fees, materials and supplies, telephone and Internet, and travel.
- We understand that a certain amount of overhead is required to administer a project. If required, you may add up to 10% to the direct costs of the research project to cover the cost of administrative overhead.

How do you apply for funding?

We recognize the effort that goes into preparing a funding request and we hope that our two-step process will make it as easy as possible.

Step 1 – Submit a **2-3 page Letter of Intent by March 25, 2010**. See below for what you need to put in your letter of intent. We will review all letters of intent and decide which organizations will be invited to complete a full application for funding. You will be notified of this decision by April 30, 2010.

Step 2 – For those invited to submit a full application, the deadline will be May 31, 2010.

Letters of intent will be accepted in either English or French.

What do you put in a Letter of Intent?

If your organization and research project fit the above criteria, provide the following information in a **2-3 page Letter of Intent**:

- Project title
- Organization's legal name
- Charitable Registration Number with Canada Revenue Agency
- Purpose of your organization (vision, mission and goals)
- Organization's mailing address
- Organization's website (if applicable)
- Primary contact person for Letter of Intent
- Title, phone number & e-mail address for primary contact person.

In brief, concise point form:

- Describe your research project, including one point that states clearly what research question will be answered.

Definition – The research question is the main question that the research project is intended to answer. It must be accurately and clearly defined. It is the central element of both qualitative and quantitative research.

- Describe why the research is needed.
- If applicable, who are your partners and what roles will they have in the research project?
- Describe your research methodology. Why do you think this is the best methodology to answer your research question?
- How will the results of the research be used?
- How will you evaluate the results of the research?
- Estimated project budget and the amount you are applying for

What is the review process for the Letters of Intent?

The CARE Grant Program's Advisory Committee will review the Letters of Intent and recommend which organizations will be invited to complete a full application for funding. The final approval for funding will come from Prairieaction Foundation's Board of Directors.

The following criteria will be used to assess the letters of intent:

1. Does the organization and research project proposed meet CARE's eligibility criteria?
2. Is the research question clear and relevant? The research project must answer a question that will reduce or eliminate violence and abuse.
3. Is the research methodology appropriate, rigorous and doable?
4. Is there a plan for how the research results will be used?
5. Has the organization developed appropriate partnerships with an academic researcher or other partners?
6. Is the budget realistic and clearly linked to project activities?
7. What is the dissemination plan to share learning from research results?
8. Where possible, does the proposed research project address the issues of diversity and equity, including race, ethnicity, age, sexuality, religion and ability?
9. Has the charity previously received a CARE grant?

Grants will be allocated with consideration of location, e.g. urban, rural & northern regions, with priority given to underserved communities.

What is the deadline for Letters of Intent?

Letters of Intent must be submitted in Microsoft Word. Letters of Intent must be received by e-mail **no later than March 25, 2010.**

Email: kirsten@prairieactionfoundation.ca

Subject Line: CARE Grant Program Application

Letters may also be submitted by mail to:

Prairieaction Foundation, Suite 503, 386 Broadway, Winnipeg, MB R3C 3R6

If you have any questions please contact:

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