Funding Opportunity Announcement: CHARM Community Pilot Awards
Information and Instructions

CHARM Mission

The Center for HIV and Research in Mental Health (CHARM) at the University of Miami aims to **_promote, develop, and support high-impact, community-engaged HIV research addressing mental health and related disparities as a strategic and mentoring resource to end the HIV epidemic._**

About The Mental Health Disparities & Community Engagement Core (MHD-CE)

The Mental Health Disparities and Community Engagement (MHD-CE) Core provides specific services and activities to promote research to understand, assess, and intervene with sociocultural and structural drivers at the intersection of HIV and mental health disparities. The MHD-CE Core is working very closely with the Developmental Core for this award, which oversees all CHARM awards processes.

Purpose of the CHARM Community Pilot Awards

CHARM will be accepting applications for **community focused projects** in:

1. HIV and Sexual Health
2. Mental Health
3. Community Engagement and Advocacy

The purpose of this program is to encourage community-centered research projects focused on HIV and Mental Health initiatives. Through our collaboration, we hope to financially support community-centered-research and position awardees for future funding.

Proposal Areas of Interest

Pilot award proposals related to HIV and Mental Health Disparities will be considered. Research topics noted as high priority by the CHARM Community Advisory Board, include:

PrEP/PEP awareness, contraceptives/condom use	Transgender Care/Services/Access	Job Insecurity	Human Trafficking
Community Testing	Intimate Partner Violence, Sexual/Physical Abuse	Advocacy, learning to advocate for yourself/others, co-conspirator, policy, and social Justice	Criminal Justice/Re-entering Society
Mental Health Intervention, Access, Awareness, or Stigma	Housing Insecurity/Homelessness	HIV Criminalization	Capacity Building Initiatives
Sexual Health/Sexuality	Food Insecurity	Substance Use, Narcan Training, Overdose Treatment	Other topics relevant to sexual health and other social determinants:
Youth Services/Intervention	Disclosure	Sex Workers	Under-researched communities impacted by HIV
Congenital HIV/Neonatal Exposure			

*Proposals submitted for the Pilot Awards Program must address the needs of the South Florida Community. Proposals for studies conducted outside of South Florida will not be accepted.

Applicant Eligibility

All eligibility criteria must be met as of date of submission January 31st 2026.

- Miami Community Member or Community Based Organization (CBO)
- If applying as an individual, applicant must identify a collaborating CBO
- Must identify a University of Miami (UM) Faculty Collaborator

CBO Collaborator (if applying as an individual)

This organization will assist you with the completion of your project, including but not limited to receiving funds from the University and administrative support. Please note; individual community member applicants must identify a community organization to partner with for this project. If you need help identifying a partner, please schedule a consultation.

UM-Collaborator

All applicants must find a University of Miami (UM) Faculty Collaborator that will serve in a **supporting role** as a mentor and assist with the project **without pay**. In your application, please provide the contact information of your UM Faculty Collaborator as well as the Director of your organization/agency, and other collaborators. The Developmental Core or Mental Health Disparities Core can help applicants connect with appropriate UM Faculty Collaborator, if needed. Applicants are encouraged to find a UM Faculty Collaborator early in the application process.

Proposal Submission Process

Proposal submission is a two-step process that includes 1) submitting a **Survey/Letter of Intent (LOI)** which will discuss the target population, how the community will be engaged, the role of the UM Faculty Collaborator and other collaborators, as well as a brief budget plan. 2) a **Full Application**. I**n your submission, please provide and a brief video that speaks to your work and interest.** Submission instructions and links are listed below.

- LOI Submission: https://redcap.miami.edu/surveys/?s=NDKMM3W8LFRCFT7K
- Optional consultation to assist you as you develop your project and prepare for application submission
- Full Application Submission: https://redcap.miami.edu/surveys/?s=WH3JDAKAX89WEPAF
- On the application page you will find a video recording of the informational session on 10/8 to assist with your application submission.

Post-Awards

Depending on your project and the need to fulfil certain university requirements, awardees may be required to complete a CITI Certification. Awardees will be supported through this process **following** the award announcement.

Deadlines and Award Timeline

RFA disseminated	10/1/2025
Informational Session **(highly encouraged)**	10/8/2025
Letter of Intent (LOI) **due**	11/1/2025
Application to CHARM **due**	1/31/2026
Announcement of applications selected for funding consideration	2/20/2026
Start of award (Tentative)	3/1/2026
Award period (Tentative)	3/1/2026--2/28/27

Budget

Funds Available and Budgetary Limitations: Awards will be **$25,000** (direct costs only) for a one-year period of March 1st, 2026, to February 28th, 2027. Expenses should be used on research/test supplies, cost for subject participation, and technical support. Applicants must provide a budget plan, including a description of the role for each investigator, significant contributor, and UM Faculty Collaborator. Names and positions of all personnel must be individually listed and the percentage of time devoted to the project by each person should be noted. If an individual is being listed with effort but no salary support, they typically should be listed as mentor or other significant contributor. If an individual has not yet been hired, please list as "TBD."
*All collaborators and contributors are eligible for compensation **EXCEPT** UM Faculty Collaborators

Evaluation Criteria

Reviews will be based on cultural and scientific significance, merit and the likelihood of attracting similar funding in the future. All applicants will receive feedback on their proposals. Specific criteria include:

- Innovation to HIV/AIDS and mental health research: Is the project original and innovative?
- Significance to HIV/AIDS and mental health research: Does this study address an important problem for communities affected by HIV/AIDS and Mental Health? If this project is successful, how will this help us better understand and improve HIV and Mental Health care and prevention?
- Approach: Is the reasoning for this project appropriate? Are the methods for collecting and evaluating the data appropriate?
- Investigator/Community Organization Impact: What has been their reach and impact in local communities?
- Collaboration with UM partner: Has the investigator identified a UM Faculty Collaborator to play a supporting/mentorship role?
    *UM Faculty Collaborator will not replace Primary Investigator in leadership or responsibility
- Feasibility of study completion within the award period

Progress Reporting

To track the progress of each project, pilot awardees will be required to attend monthly virtual cohort meetings (1 hour) with the MHD-CE Core, complete a brief monthly survey, and submit a brief progress survey every 6 months, until the end of the project. Recipients are highly encouraged to participate and present in the annual CHARM Research in Progress (RIP) meeting to present their accomplishments and receive feedback from the CHARM investigators. Additionally, awardees are required to present to the CHARM Community Advisory Board (CAB).

Core Usage

We strongly encourage all applicants to use the CHARM resources during the application process, as well as following award. CHARM is comprised of 5 primary Cores that may be contacted for assistance depending on specific needs. This includes:

Administrative Core - provides scientific and programmatic leadership, management, strategic/fiscal management for the center.

Mental Health Disparities and Community Engagement (MHD-CE) Core - provides consultation on community engagement and culturally appropriate intervention approaches for research projects.

Methods Core - provides assistance with study analysis, navigate statistical challenges.

Development Core - pairs applicants with mentors, develop a mentoring plan, provides feedback prior to submitting a pilot award application.

Center for HIV and Research in Mental Health

Equitable Implementation Science (EIS) Core - provide consultations on implementation science components of research projects.

To access these resources, please visit the CHARM website for more information. Upon review of each Letter of Intent, applicants will be linked to Cores best suited for their needs.

For all questions or concerns, please contact us: charm@miami.edu or call (305) 243-0033.