



Funding Opportunity Announcement: CHARM EIS Core Partnership Building Microgrant in Pursuit of Implementation Research to End the HIV Epidemic

CHARM Mission

The Center for HIV and Research in Mental Health (CHARM) at the University of Miami aims to catalyze mental health and HIV science with the over-arching theme of promoting, developing, and supporting high-impact, high-quality, community-engaged HIV research addressing mental health and related disparities as a scientific, strategic, and mentoring resource to end the HIV epidemic.

Description

The CHARM EIS Core is accepting applications for microgrants to support the development of partnerships between investigators and implementers (i.e., people – including community partners – who are responsible for or involved in the delivery of HIV/MH services in the community) to lay the groundwork for *future* implementation research in HIV and mental health. The microgrants are established as a foundation for other funding (CHARM community awards, NIH grant, etc.). One application is to be submitted per partnership, applications can come from either the investigator or the implementing partner. **Microgrants are specifically for supporting partnership-building activities only. We will prioritize applications that focus on building a new relationship (i.e., one that is not already established) between a researcher and an implementer (e.g. direct service provider or leader at an organization that provides direct services in the field of HIV/MH).** Pre-existing partnerships are permitted to apply; however, applicants must demonstrate how this grant will yield a new area of collaboration between the partners. **Proposals to conduct research (e.g., surveys, focus groups, intervention evaluation, etc.) will not be reviewed, as research activities are not supported under this microgrant.** Examples of relationship building activities that are appropriate to support under this mechanism are listed below (not comprehensive):

- Protecting time for the investigator or the partner to engage in partnership building.
- Investigators attending staff / organizational meetings at the implementation partners' site.
- The implementation partner attending lab meetings at the investigator's site.
- Forming a community advisory board or a community-scientific advisory board.
- Establishing regular meetings between the partners to talk about potential ideas or collaborations together.

Applicant Eligibility

Applications from **researchers/investigators** from the CHARM network (University of Miami, Florida International University, Florida State University, or University of Central Florida) will be limited to early-stage investigators, as defined by NIH: *"A Program Director / Principal Investigator who has completed their terminal research degree or end of post-graduate clinical training within the past 10 years and who*

has not previously competed successfully as PD/PI for a substantial NIH independent research award.”
Post-doctoral associates are required to submit a Letter of Support from the Chairperson of their home department indicating that they are funded in the post-doctoral position for at least for 18 months beyond the anticipated microgrant funding date, and/or a potential research/faculty appointment at the completion of the post- doctoral fellowship. At this moment, PhD students are not eligible for this award.

Applications from any **implementation** partner involved in the delivery of HIV/mental health services in Florida *outside* of University of Miami/University of Miami Health System will be accepted. Priority will be given to implementers who serve populations most impacted by HIV.

If you are unsure of your eligibility, please contact EIS Core Coordinator Araceli Garcia (axg6042@miami.edu).

This microgrant is a one-year award (no cost extensions will not be given) of \$5,000 to be spent within the following allowable expenses and should be shared equitably between the two partners:

- Effort for the investigator (given the small size of the award, this can be for a brief period during the award or longer as feasible).
- A consultant fee for the partner.
- Reimbursement of miles or other local travel for meetings.
- Scheduling meetings.
- Participating in a conference with partner and investigator.
- Engaging in various program planning tasks.
- ***Costs for research activities (e.g., participant payments, etc.) will not be allowed as this microgrant does not support research activities.***

Past applicants that were not funded are welcomed to reapply.

People who received the microgrant in prior years can re-apply only if the project proposed is new, specifically, the new partnership being proposed.

Matchmaking consultations

To support the identification of a researcher or implementer partnerships, interested applicants can request a “matchmaking” consultation. During these 30-minute consultations, the EIS core will work to identify a potential researcher or implementer partner from our CHARM networks. The EIS core facilitates an introductory meeting, and if this is the right partnership fit, the applicants are welcome to work together to submit their application.

To request a “matchmaking” consultation, please go to our CHARM Research Navigation tool ([link](#)). For any questions or support creating this request, email EIS Core Coordinator Araceli Garcia (axg6042@miami.edu).

Application Instructions

If you are interested in being considered, please submit the following application, along with a letter of support from your partner indicating that they are agreeing to participate in the partnership building

activities described in the application. The partner also must indicate that they agree to the budget. The deadline for applications is Friday June 13th, 2025 at 5:00 pm EST. We anticipate making the notice of awards by August 13th, 2025.

Completed applications will be one compiled PDF following the naming convention “Last Name_Microgrant_2025” and include the following:

- Application (see next page)
- Letter of support from partner
- Budget and brief justification (note that although this is a one-year award, funds can be spent in less than one year)

Please send completed applications to Araceli Garcia (axg6042@miami.edu) with the subject line “EIS Microgrant Application” by the deadline of June 13th, 2025..

Important Dates

Call for Submissions Posted	April 9 th , 2025
“Matchmaking” Consultations	April 9 th – June 2 nd , 2025
Application Deadline	June 13 th , 2025
Award Notifications	August 13 th , 2025
Tentative Award Period	September 1 st , 2025 – August 31 st , 2026

Progress Reporting

To allow tracking of the progress and success of each project, awardees will be required to submit brief progress report at six months and final report at 12 months. Recipients are highly encouraged to participate and present in the annual CHARM Research in Progress meeting to present their accomplishments, discuss their next steps, highlight the importance of this new established partnership, and received feedback from the CHARM investigators.

Core Usage

We strongly encourage applicants to use the CHARM resources during the application process, as well as following award. CHARM can also assist with identifying a research partner (if you are an implementer) or implementation partner (if you are a researcher) to apply to this grant with. CHARM is comprised of 4 primary cores that may be contacted for assistance depending on the specific needs. This includes:

MHD-CE Core – provides consultation on community engagement and culturally appropriate interventions approaches for research projects.

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

Development Core – pairs applications with mentors, develop a mentoring plan, provides feedback prior to submitting pilot award applications.

EIS Core – provides consultations on implementation science components of research projects.

To access these resources, please visit the [CHARM website](#) for more information. Upon review of each consultation, applicants will be linked to Cores best suited for their needs.

For questions regarding CHARM resources, please contact us at: charm@miami.edu



CHARM 2025 Microgrant Application

Application Instructions: Only one application per partnership is needed, applicant can be either a researcher or an implementer. Reminder, implementer should be someone outside the UM system. For any eligibility questions, please contact EIS Core Coordinator Araceli Garcia axg6042@miami.edu

Applicant Name:

Type of applicant (investigator or implementer):

Partner Name:

Type of partner (investigator or implementer):

1. Please describe your overall research goals (if you are a researcher who is applying) or program goals (if you are an implementation partner who is applying) (300 words or less).
2. Please describe the partnership you are seeking to build through this microgrant. Describe why this partnership is appropriate for your goals and expected outcomes. (300 words or less):
3. What are the expected outcomes you seek to achieve via this microgrant? What specific activities will be done to achieve these expected outcomes? Remember that conducting a research study is *NOT* the purpose of this grant; deliverables must be related to partnership building (300 words or less):
4. Please provide a brief justification of your budget: