

Exhibit 1. CBPR reviewer and applicant guidelines*

CBPR efforts that involve community and academic partners as collaborators have the potential to improve the quality and impact of research by

1. more effectively focusing the research questions on health issues of greatest relevance to the communities at highest risk;
2. enhancing recruitment and retention efforts by increasing community buy-in and trust;
3. enhancing the reliability and validity of measurement (particularly survey) instruments through in-depth and honest feedback during instrument development and pretesting;
4. improving data collection through increased response rates and decreased social desirability response patterns;
5. increasing relevance of intervention approaches and thus likelihood for success
6. increasing accuracy and culturally sensitive interpretation of findings;
7. facilitating more effective dissemination of research findings;
8. increasing the potential for translation of evidence-based research into sustainable community change that can be disseminated more broadly.

A strong proposal based on CBPR principles will clearly describe how the potential benefits described above will be combined with strong scientific rationale and methodology as follows:

Significance

- Demonstrate the extent to which achievement of the aims will advance scientific knowledge and/or improve the methods or intervention approaches used within the field.
- Describe the potential impact of the study on reducing health disparities through increased knowledge and/or social change resulting from the community partnership.
- Convey the perceived importance and relevance of the research questions and proposed study to community partners and thus the likelihood for increased buy-in and participation.

Innovation

- Present specific aims that are original and innovative.
- Describe clearly how the proposal employs novel concepts, approaches, or methods.
- Demonstrate how the proposed project challenges existing paradigms or develops new methodologies.
- Describe how innovative ideas resulted from community participation in developing the research questions, methods, and/or intervention approaches.
- Discuss how community input generated innovative approaches to overcoming research challenges.

Approach

- Present a conceptual framework, design, methods, and analyses that are adequately developed and appropriate to the aims of the project.
- Describe the degree to which community input has or will enhance the conceptualization, design, methods, and analyses.
- Present strong arguments for the proposed study design as the best possible balance of scientific rigor, implementation constraints, and ethical treatment of community partners.

*This exhibit is from the draft version of the CBPR report (Viswanathan M, Ammerman A, Eng E, Gartlehner G, Lohr KN, Griffith D, Rhodes S, Samuel-Hodge C, Mary S, Lux L, Webb L, Sutton SF, Swinson T, Jackman A, Whitener L. Community-Based Participatory Research: Assessing the Evidence, Evidence Report/Technology Assessment No. 99 [Prepared by RTI-University of North Carolina Evidence-based Practice Center under Contract No. 290-02-0016]. AHRQ Publication 04-E022-2. Rockville, MD: Agency for Healthcare Research and Quality. July 2004).

Exhibit 1. CBPR reviewer and applicant guidelines (continued)

- Provide the rationale for how the community partnership is expected to enhance recruitment, retention, measurement design, data collection, and analysis/interpretation.
- Discuss the plan for how the CBPR process will facilitate dissemination and translation of findings.
- Describe potential limitations of the study design and/or CBPR approach and how you will address these concerns.

Translation (when relevant)

- Demonstrate how the proposal will apply evidence-based research in the community setting to translate research findings into practice.
- Describe how the CBPR approach will enhance the potential for dissemination and long-term sustainability.

Investigators

- Provide information indicating that the training, qualifications, experience and commitment of the investigators are appropriate and well suited to the project.
- Document the experience of the investigators with prior CBPR efforts.
- Indicate the degree to which and in what way university and community partners have collaborated in the past.
- Describe the way in which community partners will be assured “a place at the table.”
- Indicate the specific expertise and strengths to be contributed by community partners.
- Include a representative community advisory board/steering committee to guide the design and conduct of the study.

Environment

- Describe the degree to which the institutional and scientific environment in which the work will be done contributes to the probability of success.
- Indicate whether the proposed study takes advantage of unique features of the scientific, institutional, or community environment or employs useful collaborative arrangements.
- Provide evidence of institutional and community support through letters and descriptions of prior collaboration.

Budget

- Discuss how direct costs are consistent with the proposed methods, specific aims, and CBPR approach.
- Provide good documentation for compensation to study participants and community partners in terms of ethical rationale and enhanced recruitment, retention, and participation.
- Provide justification for resources applied to enhancing the research capacity of community members (such as interviewer training) while improving your response rate.
- Provide justification for infrastructure support to community organizations.
- Create a mechanism whereby community organization can serve as the lead fiduciary agency.

Source: Adapted from “Instructions for Preparing Written Evaluations for R18 Applications” from the National Institute of Diabetes, Digestive, and Kidney Diseases