**Request for Proposals (RFP): ACORN Mini-Grants**

**Grant Range: Up to $10,000**

**Number of Grants: 2-3**

**Grant Duration: 12 months**

**Issued: December 13, 2024**

**Deadline: February 7, 2025, no later than 5:00 PM EST**

**Contact: Cara Poland, MD, MEd**

1. **Summary**

ACORN’s mission is to inform research, practice, and policy surrounding substance use, addiction, and health. By bringing together MSU faculty and staff working on the topic of addiction, ACORN seeks to change the lives of those impacted by substance use via our collective expertise in engagement, advocacy, public policy, research, patient care, and teaching.

ACORN, a centralizing hub with the goal to improve the lives of those impacted by substance use, includes five distinct pillars, with activities centering around three communities: the MSU Community, Local Michigan Communities, and National Communities. ACORN’s five pillars are:

1. Community Engagement: Support and grow community engagement.
2. Clinical Care: Create an innovative, comprehensive addiction treatment service network.
3. Research: Center our research around a health equity framework in addiction science, focusing on community assessments and stakeholder engagement.
4. Education: Grow substance use disorder (SUD) teaching and training while coupling these with ongoing research.
5. Advocacy: Be a connector between state and national advocacy to support equitable, evidence-based legislation and policymaking.
6. **Topic**

Proposals should be a maximum of 1,000 words and include the following:

* Description of how the proposal focuses on one or more ACORN pillars
* Description of the interdisciplinary nature of the team and how each team member will contribute to the project
* Must include faculty from two or more colleges, with at least one from outside of the health sciences (CON, CHM, COM) or Henry Ford Health
* How an intentional partnership with community members will be cultivated within the proposed project
* Plans to incorporate community outreach and dissemination within the proposed project
* Future direction of the proposed project, including the potential to create pilot data for further funding
* How the proposed project aligns with ACORN’s mission to inform research, practice, and policy surrounding substance use, addiction, and health
* The proposal should not be more than 1,000 words and submitted via PDF

1. **Eligibility**

* Eligibility is limited to teams that include Michigan State University employees as Principal Investigators or Co-Principal Investigators.
* Teams should include faculty from more than one college as Principal Investigators or Co-Investigators, with only one from the health sciences (CON, CHM, COM) or Henry Ford Health.
* Priority will be given to teams that include MSU faculty or staff already actively engaged in scholarship focused on addiction science.
* Teams applying for the funds are encouraged to include a community partner in Michigan as a Co-Principal Investigator or Co-Investigator.

1. **Mini-Grant Processes and Requirements**

When preparing your up to 1,000 word PDF response to this RFP, please adhere to the following requirements and guidelines:

* + - 1. The Responder’s proposal should consist of the following sections, in the order listed below:

1. Title
2. Identify which of the 5 pillars will be of focus within your project
3. Project description

* Clearly demonstrate intentional partnership with community members
* Incorporate community outreach and dissemination

1. List of key partners and their roles

* MSU faculty or staff required from 2 or more colleges, with only one from the health sciences (CON, CHM, COM) or Henry Ford Health.
* Priority will be given to applications with meaningful student involvement

1. Future direction of project/proposal

* Research proposal
* Identified future funding opportunities (i.e., potential NIH RFPs.)

1. Align with ACORN’s mission to inform research, practice, and policy surrounding substance use, addiction, and health
   * + 1. Reporting Requirements:
2. Present project findings as a PowerPoint presentation to the ACORN Collaborative that describes the following:

* Timeline
* Actions completed
* Money spent
* Next steps/future directions

1. 6-month progress presentation to the ACORN Collaborative in November or December 2025
2. Final presentation May 2026
3. **RFP Timeline**

Below please find a schedule of key dates and milestones for this RFP process

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| **Activity** | **Date** |
| RFP Issued (open for 8 weeks) | December 13, 2024 |
| Proposals Due By 5pm EST | February 7, 2025 |
| Public Announcement | April 18, 2025 |
| Funding Issued | First Week of May 2025 |
| 6-month Progress Report Due (PowerPoint) | November 2025 |
| Final Report Due (12 months, PowerPoint) | May 2026 |

1. **RFP Contact**

The contact person for the purposes of this request is:

Cara Poland, MD, MEd

Michigan State University-College of Human Medicine

Department of OBGYN & Reproductive Biology

15 Michigan St NE, Grand Rapids, MI 49503

Email: Polandc2@msu.edu

**All proposals must be received by Dr. Poland by 5:00 PM EST on February 7, 2025, to be considered.**

**Sponsored by College of Human Medicine, College of Social Science, and University Outreach and Engagement**