**Request for Proposals (RFP): ACORN PhD Fellowship Grants**

**Grant Range: Up to $5,000**

**Number of Fellowship: 1-2**

**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 individuals at MSU working on 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 addiction sciences teaching and training and couple these with ongoing research.
5. Advocacy: Be a connector between state and national advocacy to support equitable, evidence-based legislation and policymaking.
6. **Topic**

PhD Fellowship Proposals should be up to 1,000 words and include the following:

* Description of how the proposal focuses on one or more ACORN pillars and how the proposed project aligns with ACORN’s mission to inform research, practice, and policy surrounding substance use, addiction, and health
* Description of the potential interdisciplinary nature of the project
* How a partnership with community members will be cultivated within the proposed project
* Priority will be given to projects that incorporate community outreach and dissemination within the proposed project
* Future directions of the proposed project, including how the project will contribute to PhD completion and furthering professional endeavors
* Proposals should be submitted via PDF

1. **Eligibility**

* Eligibility is limited to a PhD candidate (i.e., completed the coursework requirements for a doctoral program and is now focused on writing their dissertation) at Michigan State University
* Priority will be given to those already engaged and focused on addiction science
* Individuals are willing to include a community partner in Michigan and expertise (e.g., faculty, staff) across colleges at MSU (if you need help identifying such partners be willing to have ACORN assist)

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

When preparing your 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 five pillars will be of focus within your project
3. Align with ACORN’s mission to inform research, practice, and policy surrounding substance use, addiction, and health
4. Project description

* Describe the project and how it will contribute to your PhD completion.

1. List of key partners and their roles
2. Future directions of project/proposal

* Furthering of professional aspirations/career goals and future projects
* Community engagement
  + - 1. Reporting Requirements:

1. 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 the College of Human Medicine, College of Social Science, and University Outreach and Engagement**