

## **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