

**Collaborative Sustainable Funding Workgroup
Teleconference Call #1: September 30, 2005
Call Minutes**

Workgroup members/Staff Present: Jen Kauper-Brown (Staff), Elizabeth King (Cincinnati), Lynn Lotus (Case), Sarena Seifer (Staff),

Workgroup members Not Present: Suzanne Cashman (UMass), Steve Gabbe (Vanderbilt), Sharon Shields (Vanderbilt), Tina Whalen (Cincinnati), Karen Yoder (IUPUI)

Topic 1: Review of the charge of the workgroup and what has already been done

Workgroup members briefly reviewed the charge of the workgroup and the topics of discussion at the workgroup meeting at the Collaborative's annual meeting in Nashville. The group reaffirmed that the focus will be to provide support to community-engaged faculty in identifying funding sources and skill-building resources for successfully obtaining funding.

Topic 2: Identification of expected outcomes and available resources

Workgroup members proposed and discussed the following ideas:

- As faculty are preparing proposals, it would be helpful to have some sort of online repository of grant case studies. These case studies could include samples of successful proposals, information about the funding agency, lessons learned about what was not successful, etc. These case studies would be contributed by Collaborative members and posted online at the Collaborative's private website. These case studies may also lead to a panel presentation or discussion group at the next Collaborative annual meeting about struggles and successes in seeking funding.
- ▶ **Action:** Elizabeth King has an example of a HRSA-funded proposal that she is willing to write up as the first case study. Lynn Lotus will draft a set of questions or components which should be included in each case study.
- ▶ **Need Feedback:** Other workgroup members should consider what they could submit as case studies and what pieces of information would be helpful to include in each case study.
 - It would be useful to create a mentoring culture or structure in the Collaborative so that when Collaborative members are developing proposals they could receive guidance from another collaborative member who has been successful in getting funding for similar work. Mentors could provide proposal review and if appropriate, letters of support.
 - Workgroup members discussed the value of hearing directly from a variety of funders (private foundations, public funding agencies) about the type of proposals they seek to fund. This information could be shared during a teleconference call or panel presentation at the annual meeting. Workgroup members shared names of contacts at HRSA, the WK Kellogg and Ford Foundations.
- ▶ **Action:** Workgroup members on the call agreed to follow up with their contacts about the possibility of speaking with Collaborative members.
- ▶ **Need Feedback:** Other workgroup members should identify funding agency contacts they have that would be willing to share insights with the Collaborative members.
 - Call participants also discussed how to help broker possible proposals with multiple institutions (from either within or outside the Collaborative). For example, funders may be interested in funding a group or consortia of academic institutions to pilot the same study or intervention in multiple communities.

► **Action:** **CCPH Staff and Workgroup Chair Lynn Lotus** will distribute call minutes to the workgroup listserv. **Workgroup members** should respond with comments and suggestions.

Next Call:

November 15th at 12 – 1:30 PM Eastern/9 – 10:30 AM Pacific

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