Health Equity HUB Community Catalyst Award

Application form

Award value: up to $7,500 over one year.

Purpose

The Health Equity HUB's Community Catalyst Awards support early-stage community-academic research partnerships that advance health equity. The awards are intended to help teams move emerging research ideas forward through community connections, project scoping, proposal development, and student engagement. The awards aim to strengthen partnerships and co-create health equity research, serving as a springboard toward longer term collaboration, research, and funding. They are primarily intended to support new partnerships, but applications from existing partnerships are also welcome, provided they propose exploring a new research idea or initiative.

Eligible Recipients

The award supports partnerships between University of Calgary academic researchers and community partners. The academic researcher and community partner(s) must have identified each other and agreed to explore a shared initiative before applying. Previous experience working together is not required.

- Eligible academic researchers must be an O'Brien Institute for Public Health member and eligible to hold and administer research funds at the University of Calgary.
- Eligible community partners include registered charities, registered societies under the Alberta Societies Act, grassroots and community-based groups, or community-municipal partnerships (e.g., recreation, public libraries, FCSS, school divisions, primary care networks). Community partners cannot be for-profit or based at a university.
- Previous award recipients may reapply, provided the proposed application involves a different academic researcher–community partner pairing. For example, a previous academic recipient may apply with a new community partner, or a previous community partner may apply with a different academic researcher.

Eligible Expenses

Eligible expenses are guided by institutional policies and should support community-led, relationship-centred health equity research. Examples include student and trainee stipends, honoraria and compensation for community members, Elders and Knowledge Keepers, as well as activities that support building and maintaining community-academic partnerships such as meetings, workshops and other collaborative activities (including space rental, meals, refreshments, public transit and parking). Ineligible expenses include alcohol, office equipment, computers, and other expenses that do not support the aims of the award or are not permitted under institutional policies.

Reporting Requirements

Teams awarded a Community Catalyst Award must complete a brief progress report at the end of the grant period. The report will outline key activities, impact and outcomes, and any follow-up plans or funding pursued.

1. Project Team

Academic project lead(s)

Name(s)	
Position(s)	
Faculty / Department	
Email	

Community project lead(s)

Name(s)	
Position(s)	
Organization	
Email	

Other team members (optional)

Name	Affiliation	Role in this project

2. Project Details

Project title	
Amount requested	
Submission date	

3. Brief Project Overview

Describe in plain language who is involved in the proposed partnership and what you hope to accomplish together through the Community Catalyst Award.

Maximum 50 words. The response box scrolls — text beyond the visible area is retained.

4. Summary of Research Idea

Describe the key question, issue, or opportunity you would like to explore through community-partnered research and how it relates to health equity. Where relevant, describe how you will consider intersecting factors that shape health inequities.

Maximum 300 words. The response box scrolls — text beyond the visible area is retained.

5. Community-Academic Partnership

Briefly describe how the proposed initiative will bring together community organizations, academic researchers and, where relevant, students, trainees and/or policy actors. How will the work be co-designed and/or co-led? What specific actions will be taken to ensure a meaningful, quality partnership is supported?

Maximum 200 words. The response box scrolls — text beyond the visible area is retained.

6. Expected Outcomes and Key Benchmarks

Briefly describe your vision for the initiative and how this initial work fits into a longer-term research or action plan. Consider how the work might lead to larger research projects, external funding, policy or practice changes, and/or lasting community–academic partnerships.

Maximum 150 words. The response box scrolls — text beyond the visible area is retained.

Identify key deliverables or milestones you aim to reach, and their expected completion dates over the 12-month project duration.

Deliverable / Milestone	Target date

7. Estimated Budget

Provide an estimated budget outlining how you would use the Community Catalyst Award to support your proposed partnership and its activities. Include a brief description of each expense and the estimated amount.

Budget category	Item / explanation	Estimated cost (CAD)
Meetings / workshops e.g., meeting space, meals, refreshments		
Community connections e.g., honoraria and compensation for community members, Elders and Knowledge Keepers		
Student or trainee stipend Specify level, e.g., undergraduate, graduate, PhD or postdoctoral trainee		
Local travel e.g., public transit costs and parking for community partners		
Materials and supplies Please describe		
Other Please describe		
Other Please describe		
Other Please describe		
Other Please describe		
TOTAL (up to $7,500)		

Adjudication Rubric

Reviewers score each criterion from 0 (poor) to 5 (ideal). The descriptors below indicate what distinguishes a weak, adequate and strong application; scores of 2 and 4 fall between the anchors shown. The overall result is the total across all criteria.

Eligibility is confirmed separately: the Principal Applicant must be a member of the O'Brien Institute for Public Health eligible to hold funds at the University of Calgary.

Criterion	Where it is assessed	Score	What reviewers look for
Relevance to Health Equity	Question 4	0–5	1 – Relevance to health equity is unclear; no integration of an intersectional lens. 3 – Reasonable relevance to health equity and some intention of an intersectional lens. 5 – Explicit, well-argued relevance to health equity and commitment to the integration of an intersectional lens.
Project Team	Question 5	0–5	1 – Roles unclear or capacity to deliver in doubt; co-design and/or co-led approach is unclear. 3 – Roles somewhat clear; some indication of a co-design and/or co-led approach articulated. 5 – Clear roles; clearly articulated co-design and/or co-led approach.
Potential for Catalyzing Future Work	Question 6	0–5	1 – No research or action plan, or no potential indicated for the project to lead to longer-term collaboration, future research, external funding, or policy-practice impact. 3 – A research or action plan, or potential for such outcomes, is somewhat articulated. 5 – A research or action plan, or potential for such outcomes, is clearly articulated.
Feasibility and Clarity of Plan	Questions 4, 5, 6, 7	0–5	1 – Timeline unrealistic; challenges unaddressed; budget poorly justified or misaligned with activities. 3 – Workable timeline and budget aligned with activities; some costs or risks under-explained. 5 – Realistic milestones, credible mitigation of identified challenges, and a fully justified budget aligned with proposed activities.
Budget	Question 7	0–5	1 – Planned expenses are unreasonable, unjustified, and/or do not qualify; no budget for community connections or community partners. 3 – Planned expenses are reasonable but may be under-explained. 5 – Reasonable planned expenses are adequately explained.
Overall Merit and Alignment with Purpose of Award	All questions	0–5	1 – Application poorly articulates how the award supports community-academic partnerships and potential for catalyzing further work, and/or provides an unrealistic timeline and a poorly justified budget. 3 – Application articulates how the award will facilitate community-academic partnerships and serve as a springboard toward future research, policy work, longer-term collaboration or funding, but may contain unrealistic milestones, a somewhat misaligned budget, or under-explained costs or risks. 5 – Application clearly articulates how the award facilitates community-academic partnerships and will serve as a springboard toward future research, policy work, longer-term collaboration or funding, and includes realistic milestones and a fully justified budget aligned with proposed activities.
Total Score		**/30**	

Submit the completed application to healthequityhub@ucalgary.ca