500 Cities Data Challenge
Full Proposal Application Overview

Friday, January 23, 2018

Thank you for joining us!
We will get started shortly!

For the best webinar experience:
• Listen by dialing in via Landline Phone
• Watch webinar on computer screen
Webinar Reminders

- All microphones are muted
- Have a question? Use the ‘Questions’ function
- Webinar recording
- All resources discussed in today’s webinar can be found at 500cities.urban.org
Overview

- Background
- Application Overview
- What We’re Looking for
- Data Challenge Timeline & Recap
- Question & Answers
The 500 Cities Dataset

- Collaboration between
  - Centers for Disease Control and Prevention
  - Robert Wood Johnson Foundation
  - CDC Foundation

- Provides city- and census tract-level data on 500 largest American cities
  - Health outcomes
  - Risky behaviors
  - Use of prevention services
The 500 Cities Data Challenge

• $1M grant initiative to support 6 – 10 projects that build the basis for comprehensive cross-sector collaboration to improve community health outcomes

• Address social factors that influence health
  • Housing
  • Education
  • Transportation
  • And more...

• Foster a broad Culture of Health and guide communities in using data more effectively
Application Overview
Application Submission

• Submit Data Challenge Applications via email to 500citieschallenge@urban.org

• The deadline for applications is 5pm EST on or before Friday, February 2nd
Application Overview

Data Challenge Applications should be submitted as 2 PDF files

PDF #1
Proposal Documents
Save file as “Your Org. Name_Proposal Documents”
Ex: Urban Institute_Proposal Documents

PDF #2
Supporting Documents
Save file as “Your Org. Name_Supporting Documents”
Ex: Urban Institute_Supporting Documents
Application Components

PDF #1: Proposal Documents

- Application Form
- Cover Letter
- Project Narrative
- Budget
- Budget Narrative
Application Form

Applicants must complete the 500 Cities Data Challenge Application form, which your organization should have received from the Urban Institute attached to your invitation.

Red Fields = Required information
Cover Letter

• One page, single-spaced, Times New Roman size 12 font
• Submitted on the applying organization’s letterhead
• Introduces your organization, your proposal and the total amount requested
• Confirms ability to fulfill the proposal’s requirements
Project Narrative

The Project Narrative must include:

Problem Statement
- Research Question/Challenge of Focus
- Use of the 500 Cities Dataset
- Relevance to fostering a Culture of Health

Approach
- Approach to the concept, design and execution of the project

Project Timeline
- Milestones and measures for success
- Project must end no later than March 31, 2019

The Project Narrative should be no longer than 5 pages
The Proposal Documents PDF must also include a Budget of project expenditures and a corresponding Budget Narrative.

**Budget**

- Line items **must** include:
  - Personnel Costs
  - Fringe Benefits
  - Purchased Services*
  - Other Direct Costs*
  - Indirect Costs

**Budget Narrative**

- If such costs are a part of your budget, please include the following in your narrative:
  - Personnel
  - Fringe Benefits
  - Purchased Services
  - Indirect Cost

*Must be individually itemized (i.e. network/computer expenses, researcher rent, etc.), not grouped together in one line.
Application Components

PDF #2: Supporting Documents

Organizational Qualifications
Organizations capabilities, including any relevant project experience that demonstrates success in implementing a similar project

References
Names, titles and contact details for at least two (2) references which the Urban Institute may contact to aid its evaluation of your qualifications

Disclosures/Declarations
Disclose any potential conflicts of interests between you/your organization and this CFP.
What We’re Looking For
External Review Process

Application will be reviewed by an expert panel of external reviewers

- February 03 – 27: Complete Data Challenge Applications will be reviewed by a panel of experts according to selection criteria.

- February 28: The Urban Institute will notify applicants of their award status.

Three overarching categories of criteria:

- Project Alignment with Data Challenge Goals
- Overall Quality of Application
- Feasibility
Project Alignment with Data Challenge Goals

- Innovative Application of 500 Cities Data
- Cross-Sector
- Replicable/Open Approach
- Methodology/Instrumentation
- Improves Health Outcomes
Overall Quality of Application

- Project Implementation
- General Professionalism and Proofreading
Feasibility

- Budget/Budget Narrative
- Timeline
- Organization’s Background and Expertise
- Staff Capacity
Strong Applications Will...

- Utilize the 500 Cities dataset as an integral and central component of the proposed project
- Clearly define the project’s target geography/community
- Discuss in detail the impact your project can have on the target community
- Be feasible within the given timeline and budget
Data Challenge
Timeline and Recap
Recap

• Submit all data challenge applications, broken out into two PDFs, via email to 500citieschallenge@urban.org by 5PM EST on Friday, February 2nd, 2018.

Key Dates

• **February 02**: Data Challenge Applications must be submitted by 5 PM on or before Friday, February 02.

• **February 03 – 27**: Complete Data Challenge Applications will be reviewed by a panel of experts according to selection criteria.

• **February 28**: The Urban Institute will notify applicants of their award status.

• **April 01**: Grants will be distributed starting April 01.
Questions?
Additional Questions

• **Questions not addressed on this webinar** will be included in the FAQs found on the 500 Cities Data Challenge website, 500cities.urban.org

• **Additional Questions**: Please thoroughly review the Full Proposal Submissions Guidelines and additional resources available in the “Key Materials” section of the 500 Cities Data Challenge website. If your question is still not answered, email 500citieschallenge@urban.org
Thank you for attending the webinar, we look forward to receiving your proposals!