

**Funding Opportunity Announcement:
PACE Center for Applied Housing Research Mini-Grants**

INTRODUCTION

A major housing shortage and affordability crisis is threatening the delicate balance between the 3 E's of community sustainability – Equity, Economy, and the Environment – in San Francisco and throughout California. Housing advocates are focused on addressing the 3 P's in achieving housing justice: Protection of tenants, Preservation of existing affordable housing, and the Production of new affordable housing.

The growing housing policy and advocacy momentum recently culminated in the California state legislature passing a [housing package](#) that will provide funding for new affordable housing, improve the approval and streamlining process and increase accountability, and incentivize cities to build affordable housing. As this legislation rolls out, public officials find themselves struggling to identify effective policy tools and indicators of success, and develop consistent definitions of key terms to allow for comparison across jurisdictions.

These mini-grants are intended to support faculty-led applied research projects that will generate new knowledge to address pressing affordable housing issues in the Bay Area (at the state, regional, or local levels). Faculty who receive these grant awards will be required to submit a working paper (7 – 10 pages) summarizing their project and the key findings and implications for the field. Working papers will be made available on the PACE website and upon request by interested parties.

About CAHR: Generously supported with seed funding from Merritt Community Capital Corporation – an Oakland-based nonprofit intermediary that organizes tax syndication for low-income housing developers – PACE's nascent Center for Applied Housing Research (CAHR) seeks to expand faculty research on housing to make PACE a central hub where students, policy makers, practitioners, and other housing leaders can come together to examine and understand housing in the Bay Area and beyond.

Grant opportunity: Up to \$5,000 maximum budget per grant proposal. A total of \$15,000 will be awarded. Funds are available for the 2018-19 academic year (July 1, 2018 – June 30, 2019).

Eligibility: Tenured and tenure-track faculty are eligible to apply. Faculty on sabbatical leave during the application or award period may apply. Faculty participating in the early retirement program (FERP) are not eligible for this grant program.

PROPOSAL FORMAT

For award consideration, submit the following:

- *Cover page [use template provided with this RFP]*
- *Narrative*
- *Statement of previous and current award support*
- *Budget page with budget justification [use template provided with this RFP]*
- *Current CV [may be abbreviated]*

Narrative: The narrative portion of the proposal must **not exceed two pages (8.5 x 11", single-spaced, minimum 11 font, one-inch margins all around)** not including references. Narrative must address:

A. Significance to the affordable housing field

Provide a context that will help reviewers understand the significance of your work within the affordable housing field. Be specific in explaining the applied nature of this research, i.e. its immediate relevance to affordable housing policy and practice in California [whether statewide, regional, or local]. When applicable, briefly identify collaborators and their roles. If you are requesting support for work that contributes to a larger project, please help reviewers understand both the larger project and the work you are intending to accomplish with this award.

B. Specific goals and methods

Using an outline form, list project goals as (a), (b), (c), etc. Each goal should have a corresponding method that indicates how the goal will be accomplished. If applicable, highlight the goals and methods that apply to the particular portion of the work you propose to accomplish with this award. When proposals involve collaboration, summarize the roles and efforts of each collaborator in this section.

C. Timeline and chances of successful completion

Provide a timeline for the work you propose to accomplish within the grant period. Explain how the results will be disseminated to both scholarly and practitioner audiences. Identify personnel, and/or institutional resources and/or collaborative arrangements that will enhance the project's success.

D. Budget rationale

Describe how the funding will support the project. For existing or continuing projects, discuss how this award will be distinct from existing or past research support. Clearly justify areas of overlap with current or past research support.

Statement of previous and current award support:

- State all current and pending support related to the proposed project.
- Current (active) support: Project title; project period; funding agency; \$ amount for award
- Pending support: Project title; project period; funding agency; \$ amount requested

Budget page with budget justification: Use the budget template provided at the end of this RFP.

Budget proposal

You may use all or some of the categories in the template on the following page. You may add categories as appropriate for your project. Total budget cannot exceed \$5,000 per project.

Budget justification

Provide a detailed justification for each budget item. For new projects, describe your budget using categories such as personnel and operations. For existing or continuing projects, clearly justify areas of overlap with current or past research support. How will this funding move an existing project forward? How will this award be distinct from existing or past research support for this project?

Current CV: May be abbreviated

APPLICATION DEADLINE

Submit proposal in **one pdf file** to the [PAHR CAHR Proposal Submission Portal](#) by **Monday, April 2, 2018, at 11:59 pm**

QUESTIONS?

Email Dr. Ayse Pamuk (pamuk@sfsu.edu) or Dr. Jennifer Shea (jshea@sfsu.edu) with questions.

REVIEW CRITERIA AND RANKING

Reviewers will be asked to rank applications based on merit as determined by the following criteria. Proposal criteria 1, 2 & 3 will each be worth 1/3 of the total. Item 4 must be included for the application to be considered complete.

1. Significance to the affordable housing field as a scholarly discipline
2. Potential to impact affordable housing policy and practice [i.e., methodological breakthrough, definitional/conceptual clarity, actionable program/policy recommendations]
3. Specific goals and rigorous methods, chances of completion within 12-month period
4. Clear budget rationale and justification [yes/no]

CONFLICT OF INTEREST DISCLOSURE

If the applicant has a previous relationship with Merritt Community Capital, that needs to be disclosed at the time of application.

PROCESS AND TIMELINE FOR REVIEW

The PACE CAHR Grant Review Committee will review and rank proposals

Announcement of awards will be made by May 2018.

COVER PAGE

APPLICATION FOR PACE CENTER FOR APPLIED HOUSING RESEARCH MINI-GRANTS

APPLICATIONS DUE: April 2, 2018, 11:59 pm

<input type="checkbox"/> Mini-Grant up to \$5,000	Amount Requested \$	
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Name(s):

Tenured?	Rank (as of Spring 2018):	Semester and Year started SF State T/T appointment:
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Department(s):		
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College(s):		
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Email(s):

Title of Project:

Please note that you must submit your working paper (7 – 10 pages) by September 1, 2019 to jshea@sfsu.edu and pamuk@sfsu.edu.

Does the proposed project require approval by Committee for the Protection of Human Subjects?

YES _____ NO _____

If yes or uncertain, please submit a copy of your proposal to the Committee for review now.

Please refer to the guidelines found at <http://research.sfsu.edu/protocol>

Does the proposed project require approval by University Animal Care and Use Committee?

YES _____ NO _____

If yes or uncertain, please submit a copy of your proposal to the Committee for review now.

Please refer to the guidelines found at <http://research.sfsu.edu/protocol>

ENDORSEMENTS BY DEPARTMENT CHAIR AND COLLEGE DEAN

I acknowledge this proposal. I verify that the Department/College support listed above and on any budget page is correct.

Signature	Signature
Department Chair	College Dean
Date:	Date:

PROPOSAL BUDGET TEMPLATE		Notes
I. Information		
Title of Proposal		
Name(s)		
Email Address		
II. Budget		
1. Personnel		
Faculty Pay	\$	<i>Intersession pay only. RRT is not allowable.</i>
Student Assistants	\$	<i>Student Assistants: Rates range from \$10.50 to \$17.78/hr depending on nature of tasks, complexity of responsibilities, and specialized knowledge/skills required.</i>
Other Personnel	\$	
Subtotal Personnel		
2. Operations		
Transportation	\$	<i><u>Travel</u>: Transportation may include airfare, transit costs, taxis, mileage, travel insurance. Must comply with University travel policy.</i>
Lodging	\$	<i><u>Lodging</u> (must conform to University cap on nightly rate). Multiply room charge x number of days</i>
Supplies and Equipment	\$	<i><u>Supplies and Equipment</u>: may include equipment necessary for the conduct of your project; printing, postage, office/laboratory supplies</i>
Subtotal Operations		
	\$	
3. Other		
Subtotal Other		
Grand Total	\$	Total not to exceed \$5,000.