CWP Impact Awards: Enabling Thriving Communities

Concept Form Questions

Note: This document is for reference only. All concepts must be submitted using the online proposal form available here.

Section 1. General Information

For which award category are you applying? (dropdown)
- Category A (up to $100,000 over two years)
- Category B (between $100,00 and $250,000 over two to three years)

Project Title:

Total Funds Requested:

Project Duration (in months):

Section 2: Project Leads

Proposed projects must include a minimum of two faculty and/or researchers from distinct Columbia units (i.e., schools, institutes, departments, or centers) as part of the project leadership. At least one proposal lead must be eligible to serve as a Principal Investigator per Columbia University guidelines. Please indicate the Columbia University leads below.

Columbia University Project Lead #1
- Name
- Title
- Primary Columbia University unit
- Email address
- Phone number

Columbia University Project Lead #2 (must be affiliated with a different Columbia unit than Lead #1)
- Name
- Title
- Primary Columbia University unit
- Email address
- Phone number
Columbia University Project Lead #3 (optional)

- Name
- Title
- Primary Columbia University unit
- Email address
- Phone number

Primary External Partner Organization
CWP emphasizes collaboration with partners beyond Columbia University. Proposed projects are required to include at least one external partner. Please indicate the primary external partner and corresponding point of contact below.

- Name of Organization
- Name of Primary Point of Contact
- Title of Primary Point of Contact
- Email address
- Phone number

List of Additional External Partner Organization(s) (optional)

Section 3: Project Concept

Summary Statement (word limit: 150)
High-level summary of project goals, key activities, and anticipated results.

Statement of Need/Background (word limit: 250)
Description of the issue or challenge that the project aims to address. Include demographic and geographic information, a summary of demand, and an explanation of the importance of the issue.

Project Summary (word limit: 750)
Summary of the project that addresses the following:

- Goal statement: Goals are broad statements that explain the long-term effects of the project.
- Objectives: Specific, concrete, measurable steps that will lead to the accomplishment of the project goal.
- Brief description of the proposed intervention.
- Brief summary of key activities.
- Project leads and partners: Description of who is leading the proposed project, specifying the experience of the proposed team, collaborating partners/institutions, and key roles and responsibilities.
- Community engagement: Description of the target population or community for the intervention, and how individuals and/or organizations from this population will be engaged in the design and implementation of the project.
- Sustainability: Description of how activities and/or the intended impact will continue after the end of the project.
Outcomes and Impact (word limit: 150)
Description of the project’s intended impact and the pathways to achieving that impact (including outputs and outcomes). Outputs are the immediate results of activities (e.g., number of workshops organized, number of people trained, etc.) and outcomes are the changes your project will achieve in the medium- or long-term. Often, outcomes are changes in knowledge, attitudes, behaviors, or enabling environments.

Monitoring and Evaluation Approach (word limit: 250)
Summary of the plan to monitor and evaluate the project. This should answer the following questions:
● Who will monitor the project and how?
● How will you use the monitoring data?
● What will be your approach for evaluating the project’s outcomes and impact?
● How will you adhere to ethical standards for monitoring and evaluation?
● What are potential ways in which the information collected through monitoring and evaluation will be managed and shared?
● If a monitoring and evaluation plan has not yet been developed, include a brief description of how the plan will be developed and who will be responsible.

Budget (word limit: 150)
Brief narrative summary of the total amount of funds required to implement the proposed project, including key cost drivers (i.e., key line items/primary costs associated with the project).