**Wake Forest**

**Clinical and Translational Science Institute**

**Program in Community Engagement**

**Community-engaged Research Fellowship**

**Statement of Purpose:**

The Community-engaged Research Fellowship supports representatives from community organizations and Wake Forest School of Medicine (WFSM) researchers who are interested in learning more about community-engaged research. The goal of the Fellowship is to nurture existing, and/or facilitate the establishment of, a community-engaged research partnership through trust building, skills development, and co-learning. The community partner will learn about research design, proposal development, and skills that might enhance operations and build organizational capacity (e.g., program development and evaluation). The WFSM research partner will learn how community organizations prioritize, function, and overcome obstacles and how community-engaged research can be implemented in community settings. To facilitate collaboration and support the partnership, both the community partner and the WFSM research partner will have access to PCE resources and expertise.

**Community-engaged Research Fellowship Application**

**Community Partner Information**

**Community Partner Name and Affiliation:**

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**Name of Community Organization:**

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1. **Please describe how partnership with a WFSM researcher will enhance your organization’s capacity and operations.**

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1. **Please describe your plan for balancing your current work load and community-engaged research**

**fellowship activities.**

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1. **In collaboration with your WFSM partner, and based on your response to Question #1, please describe what you would like to learn from this experience; please list 3 primary learning objectives.**

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1. **In collaboration with your WFSM partner, please list the activities that you will undertake to achieve your learning objectives identified in Question #2.**

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1. **In collaboration with your academic partner, please list the “product(s)” that will result from this fellowship experience (e.g., new skills learned, proposals submitted, and manuscripts submitted).**

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**Academic Partner Information**

**Academic Partner Name and WFSM Department Affiliation:**

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1. **Please describe how partnership with a community organization will enhance your capacity and research.**

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**Evaluation**

**Quarterly Evaluations (4)**

There will be an ongoing evaluation process that will assess the fellowship experience in relation to established learning objectives. The community and academic partners will meet as a team with the Wake Forest CTSI Program in Community-engaged Research Fellowship Committee quarterly to reviews and monitor progress to reaching objectives and resolve issues or concerns.

**Final Outcome Evaluation (1**)

The community and WFSM partners will complete one final written report at the end of the project that will outline process, outcomes, and next steps. The purpose of this report is to reflect on the fellowship experience and synthesize successes, challenges, and recommendations. The report, inclusive of the collaborative efforts of both experiences, should be composed of three parts:

Section 1: Narrative Evaluation

Reflect on the objectives you set out for your collaboration. In hindsight, do you think these were meaningful objectives? Why or why not? How well did you achieve these objectives? How do you know? How did your objectives change during the fellowship? Please elaborate, outlining why and how they changed and illustrating how you met new goals. What do you think were your main accomplishments during the Fellowship? How can you utilize any of the accomplishments to address a current health problem in the community?

Section 2: Self-reflection

Each partner will provide insights into the impact of the fellowship.Reflect on what you have learned about research and community. What significant discoveries have you made about your technical, research, and professional skills, your interpersonal skills, your values, and your interests? What are your strengths and weaknesses and how might you strengthen these areas in order to address the learning objectives you identified?

Section 3: Fellowship Process

Provide general comments about both the process and content of the experience. Were there experiences that generated unanticipated learning? If so, please describe what they were, and how this will affect how you can promote your work and organization. Were there significant problems or obstacles to the successful completion of your Internship? Please describe the problem and analyze the source or cause. What solution (s) did you attempt, and with what success?

**Schedule of work**

Hours per week: \_\_\_\_\_\_\_\_\_\_ Days per week: \_\_\_\_\_\_\_\_\_\_