



Request for Proposals

Opportunity to Host a Virtual “Injury-Free Academy” on Shared Risk and Protective Factors

One award is available to virtually implement an adapted version of North Carolina’s Injury-Free Academy on Using a Shared Risk and Protective Factors Approach to Prevent Injury and Violence

Eligible applicants include state and territorial health agencies, tribes and tribal organizations, hospitals/health care organizations, academic institutions, community-based organizations, businesses, and not-for-profit organizations with statewide reach to recruit and support multisector teams spanning across the host site. All applicants must be US based.

Deadline to respond: December 11, 2026

ABOUT THE SAFE STATES ALLIANCE & UNIVERSITY OF NORTH CAROLINA INJURY PREVENTION RESEARCH CENTER

This opportunity is jointly hosted by Safe States Alliance (Safe States) and the University of North Carolina’s Injury Prevention Research Center (UNC IPRC). Safe States is a national non-profit 501(c)(3) organization and professional association whose mission is to strengthen the practice of injury and violence prevention (IVP). The Safe States Alliance is the only national association of public health injury and violence prevention professionals representing all U.S. states and territories. Safe States members primarily work in state and local health departments, hospitals, universities, and non-profit organizational settings. Learn more about the Safe States Alliance at safestates.org.

UNC IPRC is one of Centers for Disease Control and Prevention’s (CDC) 11 [Injury Control Research Centers](#) whose mission is to advance injury and violence prevention through conducting interdisciplinary research, engaging in strategic partnerships, and training the next generation of injury researchers and practitioners. UNC IPRC conducts applied research that translates into life-saving tools and strategies and leverages experts in injury and violence prevention to help practitioners and policy-makers make decisions based on evidence. Learn more about the University of North Carolina’s Injury Prevention Research Center at iprc.unc.edu.

Using Shared Risk and Protective Factor Approaches to Prevent Injury and Violence

Shared risk and protective factor (SRPF) approaches are efforts to improve multiple population health and quality-of-life outcomes by aligning multi-sector interventions that positively impact the social drivers of health. More broadly, there are three defining characteristics of SRPF approaches:

1. An SRPF approach improves **multiple population-level outcomes**.
2. An SRPF approach impacts the **drivers of injury/violence in positive ways**.
3. An SRPF approach engages partners across **multiple disciplines and sectors**.

These approaches are of critical importance in the injury and violence prevention field due to the many overlapping risk and protective factors affecting multiple injury and violence outcomes simultaneously.

The Injury-Free NC Academy Model

[The Injury-Free NC Academy](#) is a training program developed in 2012 through a partnership between the North Carolina Department of Health and Human Services' Injury and Violence Prevention Branch (IVPB) and the UNC IPRC to train practitioners across North Carolina in fundamentals of injury and violence prevention. Each year, the Academy invites multidisciplinary teams of practitioners to participate in multi-day sessions, focusing on using a public health approach to prevent injury and violence. These sessions equip participants with the knowledge and skills to implement and sustain evidence-based practices in their communities. Didactic content is paired with application-based activities, and each team receives hands-on support through coaching and technical assistance.

The SRPF Academy is a derivative of the Injury-Free NC Academy, training injury and violence practitioners on how to use a SRPF approach to prevent multiple forms of injury and violence. The Academy focuses on *primary prevention* strategies (e.g., strategies that prevent violence from occurring) with emphasis on the community or societal level of the socio-ecological framework. These types of interventions are often referred to as “upstream interventions” because they prevent violence on a population scale. The SRPF approach also encourages new partnerships and alignment between organizations that want to address the root causes of violence and allows them to leverage their resources/funding streams to achieve these goals. By attending the SRPF Academy, multidisciplinary teams learn how to utilize the SRPF framework and related tools to help them advance their work.

The primary audience of the SRPF Academy is local and regional multidisciplinary teams focused on injury and/or violence prevention who would like to adopt a relevant, evidence-based strategy to address shared risk and protective factors. As this Academy is designed for primary prevention strategies, applicants should have experience with primary prevention that goes beyond awareness raising.

The virtual form of the SRPF Academy consists of five online training sessions that are typically delivered over the course of several months, including time in between sessions for teams to apply what they've learned. Each team is assigned a coach to provide support throughout the Academy and reinforce its training concepts. One of the coaches serves as a Lead Coach, whose responsibility is to guide and support the other coaches. By the end of the Academy, teams will have a detailed action plan for applying the SRPF framework in their work.

Is my organization ready for the SRPF Academy?

The strongest proposals will demonstrate existing familiarity with SRPFs, although prior implementation of SRPF programming is not required. Additionally, applications should demonstrate:

- ☐ Leadership support for participation in the SRPF Academy
- ☐ Leadership and organizational support for ongoing implementation of SRPF strategies
- ☐ A strong plan for sustaining SRPF efforts
- ☐ A focus on primary prevention
- ☐ A cohesive team with each member having the ability to attend all trainings without being on-call or stepping out for extended meetings
- ☐ Ability to recruit at least three local or regional multidisciplinary teams
- ☐ Existing resources to leverage as part of the effort (e.g., existing staff, funding, strategic plans, etc.)
- ☐ Ability to recruit subject matter experts

This Opportunity

Safe States and UNC IPRC are pleased to offer partnership to a new site to pilot the Injury-Free Academy model in a virtual setting. Safe States and UNC IPRC will work with the selected site to identify participants, plan logistics, and implement the pre-designed curriculum. The pilot structure will include five virtual training sessions, each of which contains about four hours of training content.

The awardee will be provided with a detailed implementation manual and will work with the Academy Advisory Team (which includes members who have delivered the SRPF Academy in North Carolina) to implement the SRPF Academy with fidelity. The Advisory Team will provide an orientation and ongoing technical assistance to the awardee, and will conduct an evaluation to assess the effectiveness of the virtual pilot.

ROLES AND RESPONSIBILITIES

To support this project, the host site will:

- Attend Orientation on February 1, 2027;
- Finalize their timeline (e.g., session dates, recruitment deadline, etc.) by February 15, 2027;
- Coordinate and oversee recruitment of participating teams by disseminating application materials, promoting the opportunity statewide, and selecting 3-7 multidisciplinary teams to participate in the Academy. Each team should have a minimum of 4 members and ideally no more than 6;
- Serve as primary contact with participant teams;
- Participate in bi-weekly meetings with the Advisory Team;
- Identify and coordinate with injury and violence prevention practitioners whose work aligns with the Academy to serve as subject matter expert (SME) presenters and/or coaches for participating teams. One of the coaches should serve as a Lead Coach to provide guidance and support to the others.;
- Schedule and facilitate at least one meeting with coaches prior to the start of the Academy, to discuss roles and responsibilities. The Advisory Team will attend as well to provide support.;
- Develop and disseminate meeting materials (e.g., session agendas, meeting invites) in advance of each session;
- Participate in the Academy throughout the duration of the project (*February – September 2027*). This includes hosting all five virtual sessions;
- Administer pre- and post-session assessments to participants using existing data collection materials;
- Submit a minimum of quarterly reports of activities and invoices to Safe States using provided templates;
- Complete two questionnaires and one focus group as part of the pilot's evaluation; and
- Submit a final report that discusses team accomplishments, next steps, etc. using a provided template. Please note that this document is separate from the quarterly reports.

The Advisory Team (Safe States and UNC IPRC) will:

- Provide overall project management;
- Provide implementation manual and evaluation guide, including sample agendas, slide templates, facilitator's agendas, etc.
- Support host site with curriculum implementation;
- Provide orientation and ongoing technical assistance to host site throughout the duration of the project period;
- Review and provide feedback on quarterly reports;
- Evaluate process and outcome measures of pilot Academy; and
- Provide access to videoconferencing services (Zoom or Teams).

For your reference, below is a *suggested* timeline for the activities for which the host site is responsible.

Host Site Activity	Suggested Timeline
Plan the Academy by: ● Attending orientation on February 1, 2027 ● Reviewing curriculum materials and revising them as needed ● Identifying and inviting experts in injury/violence prevention to serve as presenters and/or team coaches ● Selecting five session dates, spaced ~3 weeks apart. Plan for each session to last up to five hours (including a lunch break). These dates should be included in your project timeline, which is due February 15, 2027	Feb 2027
Recruit participating teams by: ● Developing and disseminating application materials ● Reviewing team applications ● Selecting and notifying Academy teams	Mar - Apr 2027
Prepare for Academy launch by: ● Confirming roles and responsibilities with all coaches and SMEs ● Matching and introducing each team to a coach ● Sending calendar invites for all five sessions to participants and the Advisory Team ● Holding at least one meeting with coaches and SMEs to discuss the overall Academy, learning objectives, etc.	May 2027
Facilitate the Academy by: ● Hosting five virtual training sessions using the SRPF Academy curriculum materials ● Sending meeting reminders and agendas in advance of each session ● Meeting with coaches and SMEs prior to each session to practice, troubleshoot any issues, finalize the flow of the day, etc. ● Ensuring that coaches check in with teams between sessions to answer any questions, provide support, etc.	June - Aug 2027
Support evaluation of this pilot by: ● Completing two online questionnaires (one at the beginning of the pilot and one at the end) ● Participating in a midpoint focus group	These activities will occur throughout the entire project period.

Please note that the project's timeline is fixed due to grant funding periods and is not flexible.

TERM OF CONTRACT, FEE SCHEDULE, & INVOICING

The term of the funding opportunity is for up to 8 months (*February 2027 - September 2027*), and the award will be a cost-reimbursement grant. The selected applicant will submit at least quarterly programmatic reports and invoices that align with their approved budget. Payment will be made within 60 days of receipt. Safe States will serve as the fiscal agent for this award, and an invoicing and payment schedule will be determined in collaboration with the selected grantee as a part of the award process.

The budget proposal should be submitted using CDC's budget guidelines found [here](#). Expenses should be itemized according to the following categories: personnel, fringe benefits, consultant costs, supplies, contractual, other, and indirect costs if applicable. A copy of the applicant's indirect rate agreement should be included with the budget proposal if applicable. Applicants should submit a budget using a template excel budget that can be downloaded [here](#). The *Budget Narrative* tab in the excel budget template should provide the required details of each category found in the CDC budget guidelines.

Unapproved expenses in this award opportunity include: research, clinical care, lobbying, food, and the purchase of equipment, furniture, extra supplies to be used after the grant award ends, or giveaways or branded promotional items. All work must be completed during the period of performance, and all expenses must occur during the budget period.

The funds available to implement an adapted version of North Carolina's Injury-Free Academy on Using a Shared Risk and Protective Factors Approach to Prevent Violence are made available through a cooperative agreement from the Centers for Disease Control and Prevention Award #5 NU49CE000001-04, CFDA 93.136 . The list of guidelines that will be passed through to the awarded applicant from the concerned federal agency (CDC) can be found on the *Federal Subrecipient Guidance* tab of the [Excel budget template](#).

AWARD AMOUNT

The total award available for this opportunity is \$40,000, inclusive of all expenses. Work completed and expenses incurred after September 17, 2027, will not be reimbursable.

PROPOSAL ELEMENTS & SELECTION CRITERIA

Please submit a proposal that includes all seven (7) sections outlined below. The **narrative must be double-spaced and include section titles, one-inch margins, and Arial 11-point font**. The entire narrative should **not exceed a total of five (5) pages, excluding budget, letters of support, and Lead Coach resume**.

Please note that if you plan to outsource work to another organization that you will need to provide details about both your and their organizational context and readiness. You will also need to describe your and the other organization's responsibilities in the budget justification.

A proposal in response to this opportunity must include the following elements:

1. Organizational Context (30 Points)

- a. Provide a summary of your organization, including ways in which your organization has statewide reach.
- b. Describe your experience with primary prevention and community-level work beyond awareness raising.
- c. Describe how adapting and implementing the SRPF Academy would be supportive to your local communities.

2. Organizational Readiness (40 Points)

- a. Provide a brief description of your organization's ability to recruit at least three local or regional multidisciplinary teams. What organizations/coalitions/community groups are you already partnering with? How will you leverage your existing partnerships to ensure success?
- b. What existing resources could your organization and any partnering organizations leverage as part of the effort (e.g., existing staff, funding, strategic plans, etc.)?
- c. How will you ensure teams' full participation throughout the entire training series? What steps will you take if attendance declines?
- d. Who have you selected as a Lead Coach for this Academy? Why do you think they would be a good fit?
- e. How will you select subject matter experts? What criteria will you use?

3. Overall Benefit & Sustainability (20 Points)

- a. Have you contacted any partners about the Academy and, if so, how are they involved in the preparation for this project?
- b. How are you going to share this work and lessons learned with your partners who were not part of this Academy?

4. Budget (10 Points)¹

- a. A budget is required as part of this application. Safe States will serve as the fiscal agent for this subrecipient award. Safe States will manage subcontracts with subject matter experts and coaches.
- b. Complete the budget spreadsheet² template to include the following categories: direct labor, fringe rate, consultant/contractors, materials/supplies, travel, other expenses, and indirect rate (if applicable). Purchasing "giveaways," incentive items, branded supplies, food, and equipment are **NOT** approved expenses. The budget should include a clear and detailed narrative justification for all expenses. The template can be accessed and downloaded [here](#). Applicants should follow the federal budgeting guidelines found [here](#).
- c. Virtual teams have had success in the past by compensating the team members for their participation with a small consulting fee. It is recommended that applicants build compensation for participants into their budget.

5. **Lead Coach Resume:** must be submitted with the application.

6. **Organizational letter of support** (on agency letterhead; PDF): must be submitted with the application. The letter should include confirmation that the direct supervisor or agency leadership agrees to and supports the applicant's participation in *Piloting the Injury-Free Academy Model Virtually*.

7. **Lead Coach letter of support** (PDF): The second letter should be from the Lead Coach indicating that they understand, and are committed to, the responsibilities of the position.

Reviewers from Safe States, the UNC Injury Prevention Research Center, and the North Carolina Department of Health and Human Services' Injury & Violence Prevention Branch will evaluate and score applications based on their quality and adherence to the proposal elements described above. All applicants will be notified of their proposal in late January 2027.

¹ Budget revisions may be submitted during the awarded applicant's funding cycle if the reallocation of funds is consistent with the RFP, original proposal and award notice, and Safe States' requirements for how the funds may be used. Budget revisions must be submitted **BEFORE** funds are expended.

² Applicants must submit a budget file for submission using the required budget template. [The budget template can be accessed here](#) or by contacting info@SafeStates.org.

APPLICATION SUBMISSION

Applications will be accepted through December 11, 2026 at 11:59 PM EST.

Submit your proposal to go.unc.edu/IFA26

Questions about this opportunity can be submitted to InjuryFreeAcademy@unc.edu.

OFFICE HOURS

All prospective applicants are encouraged to attend one of the following office hours sessions with Q&A:

- Friday, October 23, 1:00-2:00 PM ET ([join meeting](#))
- Monday, November 23, 2:00-3:00 PM ET ([join meeting](#))

Please note that the meetings are in Eastern time.

Frequently Asked Questions (FAQ)

If you would like more information about this opportunity, please review our [FAQ](#).

ORIENTATION

Awardees must attend an orientation session, which will take place on Monday, February 1st from 1:00-3:00pm ET.

Applicants are encouraged to hold this time on their calendar in case they are selected.