



# Jeffress Trust Awards Program in Research Advancing Health Equity

A PROGRAM OF THE THOMAS F. AND KATE MILLER JEFFRESS MEMORIAL TRUST

OFFICE HOURS: Tuesday, February 3, 2026

APPLICATION DEADLINE: Wednesday, February 25, 2026 at 12 PM Eastern



# Program Staff Introductions



**HEALTH  
RESOURCES  
IN ACTION**

- ◊ Kimberly Lezak, Ph.D., Managing Director
- ◊ Felicia Chen, Grants Officer
- ◊ Lindsey Williams, Senior Grants Officer
- ◊ Morenike Akinwolere, Grants Coordinator

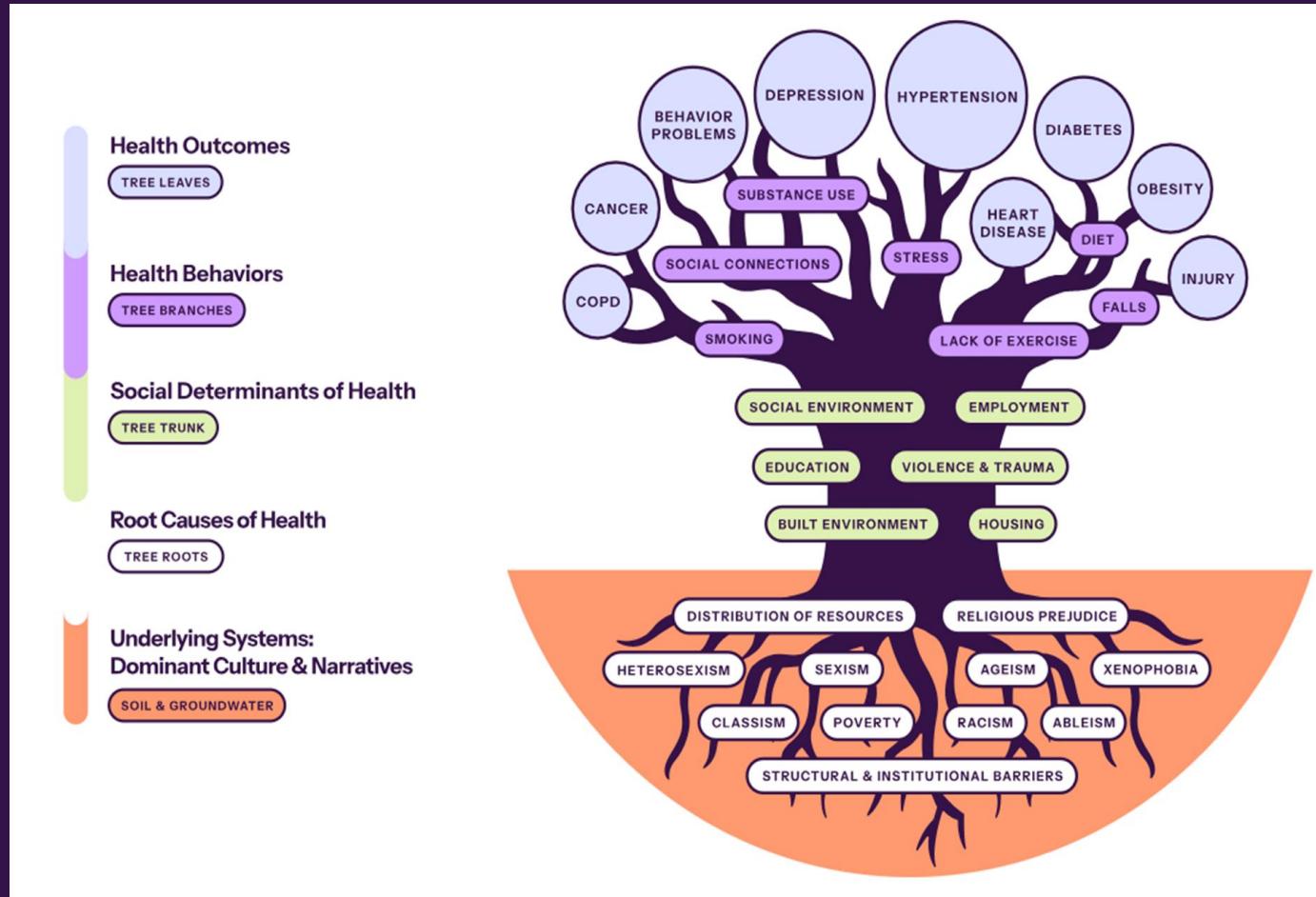
# Agenda

- ◊ Program Overview – Research Scope & Root Causes
- ◊ Program Design & Eligibility
- ◊ Application Requirements
- ◊ Application Submission
- ◊ Review Criteria
- ◊ Application Tips and Pitfalls to Avoid
- ◊ Questions

# Program Overview

- ◊ Jeffress Memorial Trust was founded in 1981 by Robert M. Jeffress in memory of his parents and is guided by the mission to benefit the people of Virginia
- ◊ 2026 grant cycle will support research that addresses the root causes of health inequities within the state of Virginia
- ◊ The Jeffress Trust recognizes that inequities have an impact on one's ability to lead a healthy life.

*To achieve health equity, it is necessary to remove obstacles to health – such as racial discrimination, poverty, and deep power imbalances – and their consequences, including lack of access to good jobs with fair pay, quality education and housing, safe environments, and health care (source: Human Impact Partners).*



# Root Causes of Health

# Partnership/Collaborative Establishment Award

- ◊ Award Period: June 30, 2026 – June 29, 2028
- ◊ Funding Amount: \$150,000 over two (2) years
- ◊ Designed to support the development and establishment of collaborative efforts upon which to carry out future research activities to advance health equity
- ◊ Recipients will be eligible to apply for Research Awards during their second year of funding
- ◊ Application Deadline: Wednesday, February 25, 2026 at 12 PM Eastern

# Research Award

- ◊ Award Period: June 30, 2026 – June 29, 2029
- ◊ Funding Amount: \$600,000 over three (3) years
- ◊ Designed to support research activities that will expand and support advancing health equity
- ◊ Application Deadline: Wednesday, February 25, 2026 at 12 PM Eastern

All Research Award applicants must be previously funded Partnership/Collaborative Establishment Awardees.

# Eligibility

## Applicants

- ◊ Virginia-based non-profit 501(c)(3) organizations and municipalities
- ◊ New and established partnerships
- ◊ Community-based organizations, advocacy organizations, faith-based institutions, neighborhood committees, local municipalities, academic institutions, hospitals including safety net institutions, and non-profit research organizations
- ◊ Encourage but not require that lead/primary contact organization to be a community-based organization (CBO). *Includes: social service agencies, non-profit organizations, and formal and informal community groups (neighborhood groups or recreational or special-interest clubs)*



## Research Focus

- ◊ Advancing health equity in the state of Virginia

## Research Topics

- ◊ Policy, Systems, and Environmental change strategies (PSE strategies) Analysis
- ◊ Program/Practice Analysis
- ◊ General Research

# Application Attachments

- A. Organization & Collaborator(s) Profile (template)
- B. Project Proposal
  - Background and Significance
  - Goals, Aims, and Objectives
  - Potential Impact
  - Research Design & Methods (Research Program Applicants ONLY)
- C. Project Timeline and Milestones (template)
- D. Applicant/Key Personnel Resumes/CVs or Biosketches
- E. Appendix (if applicable)
- F. Budget Form D & E (Excel templates)
- G. Letters of Partnership (including one letter of commitment)
- H. Updated Jeffress Trust Progress Report (Research Program Applicants ONLY)

# New online system: HRiA Award Manager – Key Changes

## **1. Individual Attachments rather than one PDF upload**

## **2. Using the Invitations feature**

Role Name	Permissions/Requirements
Authorized Institutional Representative (pre-award)	Required to Certify application
Institutional Officer (post-award)	Required to submit ACH if funded
Collaborator (grant writing staff; project personnel/co-investigator)	Has edit access

# Invitations Feature – Request ASAP!

2025-1214 TWIN SUNS FOUNDATION

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Submission Manager > Grant



#### Authorized Institutional Representative

You are **required** to invite an Authorized Institutional Representative who must "Accept" the invitation and complete the "Certification" tab prior to your submission.

- Biomedical research applicants - The Authorized Institutional Representative is responsible for research oversight and is often in the Office of Sponsored Programs. This person signs off on the application to ensure that you and the institution have met the eligibility requirements.
- Community-based organization applicants - The Authorized Institutional Representative may be the Chief Executive Officer/Executive Director or other senior leader and signs off on the application to ensure that the lead applicant and project team have met the eligibility requirements.

#### Collaborator/Multi-PI

Users added as this role will be able to make changes to the application but will not be able to submit.

- Collaborators: Collaborators include anyone who will help you write/edit this grant. This may include grantwriting/pre-award staff and/or project personnel.
- Multi-PI: If you are applying for a biomedical grant, please refer to the Program Guidelines for further information on use of these roles, as some HRIA grant programs do not recognize a multi-PI.

Prefix	First Name	Last Name	Email	Role	Status
	Test	Test AIR3	LCarver+TESTAIR3@hria.org	Authorized Institutional Representative	Accepted



[Save](#) [Invite](#)



# Budget Guidance

- Funds do not need to be equally distributed across each year of funding
- Only 15% of the total project costs are allowed to be used towards indirect costs (Rent, Telephone/Fax/Internet)
- Be sure to include time in your budget for:
  - Capacity building
  - Reporting requirements

Lead Applicant Name:		Budget Summary	
Project Title:		Organization:	
Project Start Date:	06/30/2022	Project End Date:	06/29/202X
		Maximum Indirect Allowable	15%
PLEASE NOTE: Budget Summary Page is Auto Populated by BUDGET tabs 2, 3, and 4			
BUDGET YEARS	YEAR 1	YEAR 2	YEAR 3
PERSONNEL COSTS			
SALARY	\$ -	\$ -	\$ -
FRINGE	\$ -	\$ -	\$ -
SUBTOTAL PERSONNEL	\$ -	\$ -	\$ -
SUBTOTAL NON-EMPLOYEE COMPENSATION			
SUBTOTAL CONSULTANT COSTS	\$ -	\$ -	\$ -
SUBTOTAL OPERATING COSTS	\$ -	\$ -	\$ -
SUBTOTAL EQUIPMENT/SUPPLIES	\$ -	\$ -	\$ -
SUBTOTAL SUBCONTRACTS	\$ -	\$ -	\$ -
SUBTOTAL DIRECT COSTS			
SUBTOTAL INDIRECT COSTS			
TOTAL COSTS	\$ -	\$ -	\$ -
TOTAL AWARD AMOUNT			\$ -

# Review Criteria

- ◊ **Addressing Inequities:** Whether the approach addresses a population experiencing higher rates of health inequities.
- ◊ **Impact:** Whether the intended immediate and long-term outcomes address root causes of health inequities as much as possible and social determinants of health.
- ◊ **Community-Led:** Whether the approach actively engages community members in implementing an approach. Letters speaking to meaningful relationships between the lead organization and the local population are welcomed.
- ◊ **Partnerships:** Whether partners with clear roles and responsibilities are included to enhance the initiative.
- ◊ **Feasibility:** Likelihood of success and ability of organizations to carry out approach.
- ◊ **Sustainability:** Likelihood of long-term impact beyond the grant cycle inclusive of changes in policies, systems, programs, and capacity of partner organizations.

Domain	Priority
Advancing Health Equity	1
Community Engagement	2
Partnership & Collaboration	3
Research Activities	4
Readiness & Feasibility	5

## Review Criteria & Priority

# Reviewer Comments

## Impact & Significance

“More information is needed regarding how the current approach is driving inequities, and how the proposed approach will advance health equity”; “The work really didn’t focus enough on the root causes or really the health equity”; “How does this work operationalize equity”; “Why is it thought this approach will be successful?”

## Community Engagement

“The community/families/patients don’t seem to have been involved in the development of XXXX”; “Have the investigators thought through language/access/time barriers?”; “The budget reflects the time intensive nature of the community involvement”

## Partnership & Collaboration

“A statement from the collaborator would be helpful; particularly regarding how their role will support the work”; “Partnership across different sectors is a real strength for this approach”; “The applicant team thought through the power imbalance that has perpetuated inequities and is shifting the decision making to the population affected by this work”

## Readiness & Feasibility

“The budget is reflective of the staffing needed to complete the work; and shows appropriate level of support for engaged communities”; “The letters support the ongoing collaborations/relationships between organizations putting forward the work”

# Common pitfalls to avoid

- No statement regarding health equity
- Community engagement is not present
- Link between problem and the proposed project is unclear
- The research design does not align with the problem and is not action oriented
- Budget and feasibility
- The project team does not align with the tasks at hand
- No clear statement of problem and/or poorly linked to the background
- Overlap in funding

# Application Tips

- Make sure your proposal reflects the review criteria and program goals
- Tell the story and provide explicit reasons and statements regarding why your approach is promising.
- Recruit the right team: Include appropriate collaborations and/or shared leadership if it benefits the project
- Be realistic (in timeline, budgets, etc.)
- Avoid jargon and abbreviations
- Be concise and clear (make it easy to read!)
- Point out pitfalls and include contingencies
- Seek feedback internally, externally, and across disciplines

# Questions?

[JeffressAwards@hria.org](mailto:JeffressAwards@hria.org)

