Research Funding Opportunity – Frequently Asked Questions (Full Proposal Stage)

Longitudinal Evaluation of Solutions for Preventing Child and Youth Homelessness and Supporting Upward Mobility

CoLab | July 13, 2025

This document provides supplemental guidance for applicants invited to submit a full proposal for the Longitudinal Evaluation of Solutions for Preventing Child and Youth Homelessness and Supporting Upward Mobility funding opportunity.

For full proposal instructions, please refer to the original Application Guidelines (see pages 11-21).

The information below expands on eligibility, submission requirements, evaluation criteria, and expectations specific to the Full Proposal stage. Please review in full before submitting your proposal.

Table of Contents

Proposal Content & Requirements 1
Budget & Use of Funds 3
Project Implementation Expectations 4
Post-Award Considerations 4

Proposal Content & Requirements

Can the required peer-reviewed manuscript be based on interim findings?
Yes. Manuscripts required to be submitted six months prior to the project end date may be based on interim findings. CoLab understands that final results may not yet be available at that stage, and funded studies will often result in multiple peer-reviewed publications over time.

Are PIs and Co-PIs required to use a specific format to submit information about their capacity and experience? Will a template be provided?
No specific template is provided. PIs and Co-Is should submit brief bios, CVs, or resume summaries (limited to 500 words each in the pitch stage, and up to 3,500 words total in the full proposal stage) that highlight experience with longitudinal evaluations, administrative data, and policy-relevant research.

Is registration in OSF sufficient to meet the study registration requirement?
Yes. What is essential is that the study is registered on an established online trial registry in advance of study implementation.

Where should we describe our most relevant publications? Should they go in Section 7 (Team Member's Capacity & Experience) with citations in the Reference section?
Yes. Relevant publications should be included in Section 7: Team Member's Capacity & Experience. For each team member, you may include a brief summary of key publications, prior research projects, and grants that demonstrate relevant expertise. These citations may also be included in Section 11: References, if referenced elsewhere in the proposal narrative.

CoLab's Proposal Guidelines include a required question about cost-benefit or return on investment (ROI) analysis. Can you clarify what is expected?
CoLab encourages applicants to describe their approach or considerations for cost-benefit or ROI analysis, particularly as part of Section 4: Research Design & Methodology. While a full CB/ROI analysis is not strictly required, applicants should address:

- Whether a CBA/ROI is feasible within the current scope and data access
- If not feasible now, how such an analysis could be conducted in the future if positive outcomes are observed
- Any available cost-related data (e.g., intervention delivery costs, administrative data on service utilization)

We encourage applicants to be transparent about what is feasible within the current budget and scope, and where future work might build upon initial findings.

Can we include hyperlinks to publications in the proposal, or should we use full citations?

You may include hyperlinks as optional references, but please note that reviewers will be reading printed copies and won't have access to clickable links.

For that reason, we recommend including any important information—such as key findings or project outcomes—directly in the proposal text. If you reference publications, you can briefly mention them in the narrative and list full citations in Section 11: References, which does not count toward the word limit.

Budget & Use of Funds

When will the CoLab budget worksheet be provided?

The budget worksheet was emailed to all organizations that were invited to submit full proposals on June 27th.

Are contracts for data purchases required in addition to DSAs?

Contracts are not required but encouraged if they provide further evidence of the research team's relevant data access over and above the DSA(s).

Where in the budget should we categorize administrative data access fees, data infrastructure enhancements (e.g., OCR tools), and labor at data-providing organizations?

These expenses should be included as **direct costs** in the budget under appropriate categories:

- **Administrative data access fees** should be listed under **Data Costs or Services** (often part of consultant/subcontractor lines or a dedicated data cost line if applicable).
- **Data infrastructure enhancements** (e.g., OCR applications or systems improvements) may be included under **Materials & Supplies or Software**, depending on the nature of the item.
- **Labor at data-providing organizations** should be included as **outsourced costs** (e.g., under **sub-awards or subcontracts**), particularly if these are third-party personnel not employed by the applicant.

Please ensure these costs are justified in the **Budget Narrative** (Section 10) and follow CoLab's guidelines for distinguishing direct, indirect, and outsourced costs as outlined in the Indirect Cost Policy

---

Project Implementation Expectations

What is the latest possible start date for funded projects?
There is flexibility in proposed start dates. Projects do not need to start immediately after September 2025 award announcements. Applicants may propose start dates that reflect their data readiness, staffing, and implementation timelines. That said, if the proposed start date is significantly farther out than for other proposed studies, all else equal, this could reduce the proposal's competitiveness relative to other proposals.

We have amended our Data Sharing Agreements (DSAs). Do we need to submit the amendments?
Yes. Please submit both the original DSAs and any amendments so reviewers can fully understand current data access terms.

Post-Award Considerations

When must the manuscript be submitted for peer review?
Per CoLab's Research Funding Requirements, manuscripts should be submitted for peer-reviewed publication at least six months before the project end date unless otherwise agreed with CoLab staff. Submission may be based on interim or partial findings, particularly if final results are not yet available. We expect that CoLab-funded studies will often result in multiple peer-reviewed publications over time, both during and after the grant project period.

The guidelines state that IRB approval is "required before the full evaluation grant award may be made." Can you clarify what this means? Is any portion of the grant awarded prior to IRB approval?
IRB approval must be secured before the full grant agreement is executed and funding is released. CoLab does not release partial or conditional awards in advance of IRB

approval. Applicants should plan their project timeline accordingly, ensuring that the IRB review process is underway in time for timely contracting and project initiation

What does the data and code availability requirement mean—specifically the "within 60 days of academic paper acceptance or three years of completing data collection" language?

This requirement refers to the public availability of data and code used in the funded research. You must make cleaned datasets and replication code available:

- Within 60 days of acceptance of a peer-reviewed publication based on the data, **or**
- Within three years of the end of data collection, whichever comes first.

This policy is designed to promote transparency and reproducibility of funded research, even if publication is delayed.

Are we required to archive data and code? Must we create Restricted Access Files (RAFs), and post them in a public repository like ICPSR? What if some of our data sources can't be shared?

Yes, archiving of data and code is required, but CoLab recognizes that some datasets contain sensitive or restricted-use information. You are expected to:

- Create Restricted Access Files (RAFs) where feasible, and
- Deposit them in a recognized public data repository (such as ICPSR, Harvard Dataverse, or OSF), unless prohibited by legal, ethical, or contractual restrictions.

If certain datasets cannot be shared, your proposal should explain these limitations clearly and outline what can be shared (e.g., metadata, codebooks, replication code). The goal is to enable as much transparency and reusability as possible within the constraints of data privacy and use agreements.

For studies that have already been registered, is trial registration and a pre-analysis plan still required?

If your study has already been registered in an eligible registry (e.g., AEA RCT Registry or clinicaltrials.gov), and that registration includes a pre-analysis plan, you do not need to re-register. However, please ensure that your registration is public, up to date, and

includes all key components (e.g., outcomes, sample, analysis approach). If a study was registered but lacks a full pre-analysis plan, an addendum or update may be necessary.

If data acquisition takes longer than anticipated, would a No-Cost Extension (NCE) be possible?

Yes. CoLab understands that data access timelines are variable and may be affected by external factors such as staffing constraints at data agencies. While timelines should be realistic and well justified, No-Cost Extensions (NCEs) may be considered later in the project if justified by delays that are outside the research team's control. Approval is not guaranteed and will depend on project progress and communication with CoLab staff.

Should our project timeline include time for CoLab to review drafts of public-facing deliverables?

Yes. The project timeline should include adequate time for CoLab's review of draft public-facing deliverables, including interim reports, final reports, and manuscripts. While timelines may vary by product, plan for at least 2–4 weeks of review time before publication or public release.

For Long-Term Outcomes Evaluation reporting, is a public-facing interim report required?

No. For the long-term outcomes follow-up phase, a public-facing interim report is not required. However, the main evaluation period (typically the initial 3–4 years) does require submission of public-facing results (e.g., working paper, journal manuscript, or similar product) as outlined in the Research Funding Requirements. Additional long-term findings may be reported through subsequent follow-up activities if funded.

In "Table 2. Reporting Requirements by Grant and Report Type," do we need to submit deliverables for all rows, or only the row for Long-Term Outcomes Evaluation?

You only need to submit deliverables that correspond to the type of grant you are receiving. If your project is funded for a Long-Term Outcomes Evaluation, then you are responsible for the deliverables listed in that specific row of Table 2. You do not need to submit products listed under other categories (e.g., Retrospective Analysis) unless they apply to your project's structure.

For a Long-Term Outcomes Evaluation, does that mean we owe one interim report and one final report? Is there suggested timing for the interim report?

Yes. Projects funded as Long-Term Outcomes Evaluations are expected to submit:

- One interim report, and
- One final report or manuscript.

While exact timing will depend on your project timeline, a reasonable approach is to submit the interim report at the midpoint of your grant period (e.g., year 2 of a 4-year grant). You are encouraged to outline proposed timing in your workplan and timeline attachment. CoLab will review and may suggest adjustments post-award based on project milestones and data availability.

What does "potentially public" mean in Table 2?

"Potentially public" means that the product (e.g., interim or final report) may be made public by the research team or CoLab, particularly if it contains findings of broad interest. While not all deliverables are automatically public-facing, applicants should write them with the understanding that they may be shared externally, depending on content, relevance, and dissemination plans. Final decisions about public release will be made in consultation with the research team.

For the "Continuous Sharing and Learning" section, can we propose an alternative approach if monthly or quarterly reporting would burden data partners? Should we explain this in the proposal?

Yes. Continuous sharing and learning activities are strongly encouraged but not mandatory. CoLab understands that some data or implementation partners already conduct performance reporting or may prefer to limit data sharing burdens.

You are welcome to propose an alternative version of continuous learning that adds value to community partners without creating unnecessary burden. This could include periodic synthesis memos, community briefings, or thematic updates. If regular reporting is not feasible, briefly explain the constraints and your rationale in your proposal. CoLab values thoughtful, context-sensitive approaches that support shared learning and policy relevance.