



Request for Proposals

Released 9.23.19

The Heywood Healthcare Charitable Foundation is pleased to announce the Community Investment Grant Program, made available through (Determination of Need Funding). The Foundation expects to provide annual grant opportunities through 2021, to support a variety of community health initiatives aligned with the Foundation's funding priorities.



Community Investment Grant Program
Request for Proposals

Grant Parameters:

The Heywood Healthcare Charitable Foundation announces the 2019/2020 Community Investment Grant Program. Grants of up to a maximum of \$10,000 will be awarded to organizations providing services within the Heywood Healthcare geography area, to support programs aligned with the Heywood Healthcare Charitable Foundation's Funding Priorities. Funding priorities were identified through the [2018 Heywood Hospital/Athol Hospital Community Health Needs Assessment](#) and are aligned with [Heywood Hospital/Athol Hospital Community Health Improvement Plan](#). The funding goal supports Heywood Hospital/Athol Hospital Community Benefit mission to *improve the health of our community, with special consideration of disadvantaged populations, by working collaboratively with community partners to increase prevention efforts, address social determinants of health, and improve access to care*. Approximately \$104,000 is available for this funding cycle.

Priority Health Areas: Interpersonal Violence and Injuries; Mental Health and Substance Misuse; Wellness and Chronic Disease; Social Determinants

Program Types: Direct Clinical Services; Community Clinical Linkages; Total Population or Community Wide Intervention; Access/Coverage Supports; Infrastructure to support Community Benefits collaborations

Target Populations: Disadvantaged populations as defined by race/ethnicity, socio-economic status, geography, gender, age, veteran and disability status, among other populations identified as at-risk for health disparities.

| Important Dates | |
|------------------------|---|
| Application Deadline | 5:00 pm, Friday, October 25, 2019 |
| Contact Persons | Mary Giannetti, Director of Resource Development mary.giannetti@heywood.org 978-630-5797 Dawn Casavant, Vice President of Development and Executive Director, Heywood Healthcare Charitable Foundation Dawn.casavant@heywood.org 978-630-6431 |
| Submission Directions | Please e-mail <u>ONE single full submission package, that includes all attachments (pdf format)</u> to: hhcommunityinvestment@gmail.com <i>*Proposals not submitted in this format will not be accepted.</i> |
| Notice of Grant Award | Monday, November 25, 2019 |
| Reporting Requirements | Mid cycle report: Friday, June 19, 2020 Final Report: Friday, October 16, 2020 Reporting template will be provided at a later date |
| Grant Cycle | December 1, 2019- September 30, 2020 |

Eligibility: Applicant must be a 501c3, non-profit organization. If you do not have 501c3 status, applicants are encouraged to partner with a 501c3 organization as a fiscal agent. Coalitions and community organizations are encouraged to apply. Organizations may submit one proposal per organization, but may be a partner in another proposal. Organizations that received funding previously may apply for FY20 funds for a different project focus. *Continuation grants are not permissible. Requests for capital and equipment will be accepted.*

Heywood Healthcare Service Area: Athol, Erving, New Salem, Orange, Petersham, Phillipston, Royalston, Warwick, Wendell, Ashburnham, Gardner, Hubbardston, Templeton, Westminster, Winchendon.

Heywood Healthcare Charitable Foundation
Community Investment Grant Program

Please limit your responses to a maximum of six pages (not including required attachments). Responses must be single-spaced, 12 pt. font, with one inch margins. ***Please clearly identify in the header: Organization Name, Address, Contact Person, Telephone, and Email.***

1. Provide a brief overview of your organization.
2. Provide a summary of the proposed project, to include program type, health area being addressed, and who will be impacted and how they will benefit, as well as short-term and potential long-term benefits.
3. Provide a thorough description of the issue(s) the proposed project intends to address. (Why is the funding needed)
4. What community/communities and target population will benefit from the project?
5. List the proposed project's goals and objectives, and identify how success will be measured. (If funded, your project will be evaluated on these measureable goals and objectives)
6. How does the proposed project support the funding priorities of the Heywood Healthcare Charitable Community Investment Grant Program?
7. Is this a discrete project? If so, will there be future impact/benefit? If this is a self-sustaining project, please describe how it will be sustained.
8. Summarize the work-plan (steps necessary to implement the project), building on the template provided. Describing how you plan to accomplish proposed project within the 10 month timeframe.

Required attachments: (Please label all attachments)

Project Work-plan (see attached form)
Program Budget (see attached form)
Budget Narrative
Organizational Chart
Proof of 501c3 Status or affiliated 501c3 fiscal agent
Letter of Commitment by any Program Partners
Letters of Support *Optional and limited to two

Heywood Healthcare Charitable Foundation
Community Investment Grant Program
Work-plan Template

*Insert additional rows as needed.

[illegible]

Heywood Healthcare Charitable Foundation
Community Investment Grant Program
Budget Worksheet

[illegible]

Heywood Healthcare Charitable Foundation
Community Investment Grant Program
Budget Narrative Template

| Line Item | Description | Expense Detail | Total Cost |
|---------------------------------|---|---|------------|
| Example: Program Coordinator | Provides oversight and coordination of grant activities | \$20 hr X 5 hrs/wk X 32 weeks = \$3,200 | \$3,200 |
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