

HEALTHY BEGINNINGS+ HEALTHY COMMUNITIES

DRAFT REQUEST FOR PARTNERSHIPS COMMUNITY BASED PARTNERSHIPS

DRAFT RFP – RELEASE DATE: July 8, 2015

FINAL RFP – RELEASE DATE: AUGUST 17, 2015

DUE DATE FOR APPLICATIONS – OCTOBER 9, 2015; 12NOON PST

FUNDING DECISION – DECEMBER 2015

SEE COMPLETE TIMELINE ON PAGE 9

BACKGROUND

Northwest Health Foundation (NWHF) is releasing a draft Request for Partnerships (RFP) so that Organizing Grant Communities can assess their interest in applying for a Community Based Partnership (CBP). We are also seeking input and feedback on the draft RFP before the release of the final RFP in mid August 2015.

To learn more about the HB+HC Initiative, please visit: <http://www.northwesthealth.org/hbhc/about>

If you have questions or feedback, please reach out to your NWHF Community Engagement Officer: Michael Reyes at michael@northwesthealth.org or 971-230-1291, or Jen Matheson at jen@northwesthealth.org or 971-230-1292.

ORGANIZING GRANTS

In late 2014, NWHF selected 25 self-identified communities from our region (Oregon and SW Washington) for a one-year Organizing Grant in 2015. Communities are strengthening their working relationships between organizations and leaders, involving community members in developing priorities, and building common understanding to improve outcomes in early life.

Through the HB+HC gatherings we began to build our relationships, learn more about topics in early life, policy and advocacy, and health transformation. We learned about some of the different perspectives in our region and considered how we will measure our readiness and capacity to build power together.

For more about HB+HC Organizing Grants [click here](#).

NEXT STEP – COMMUNITY BASED PARTNERSHIPS

HEALTHY BEGINNINGS+HEALTHY COMMUNITIES INITIATIVE WILL HELP COMMUNITIES BUILD POWER FOR BETTER CHILDHOODS

NWHF will establish long-term partnerships with, and provide funding for, up to ten self-identifying communities that want to increase their ability to lead, influence and cooperate in efforts that improve health for children and families. These will be known as Community Based Partnerships (CBP).

OUR 2020 OBJECTIVES

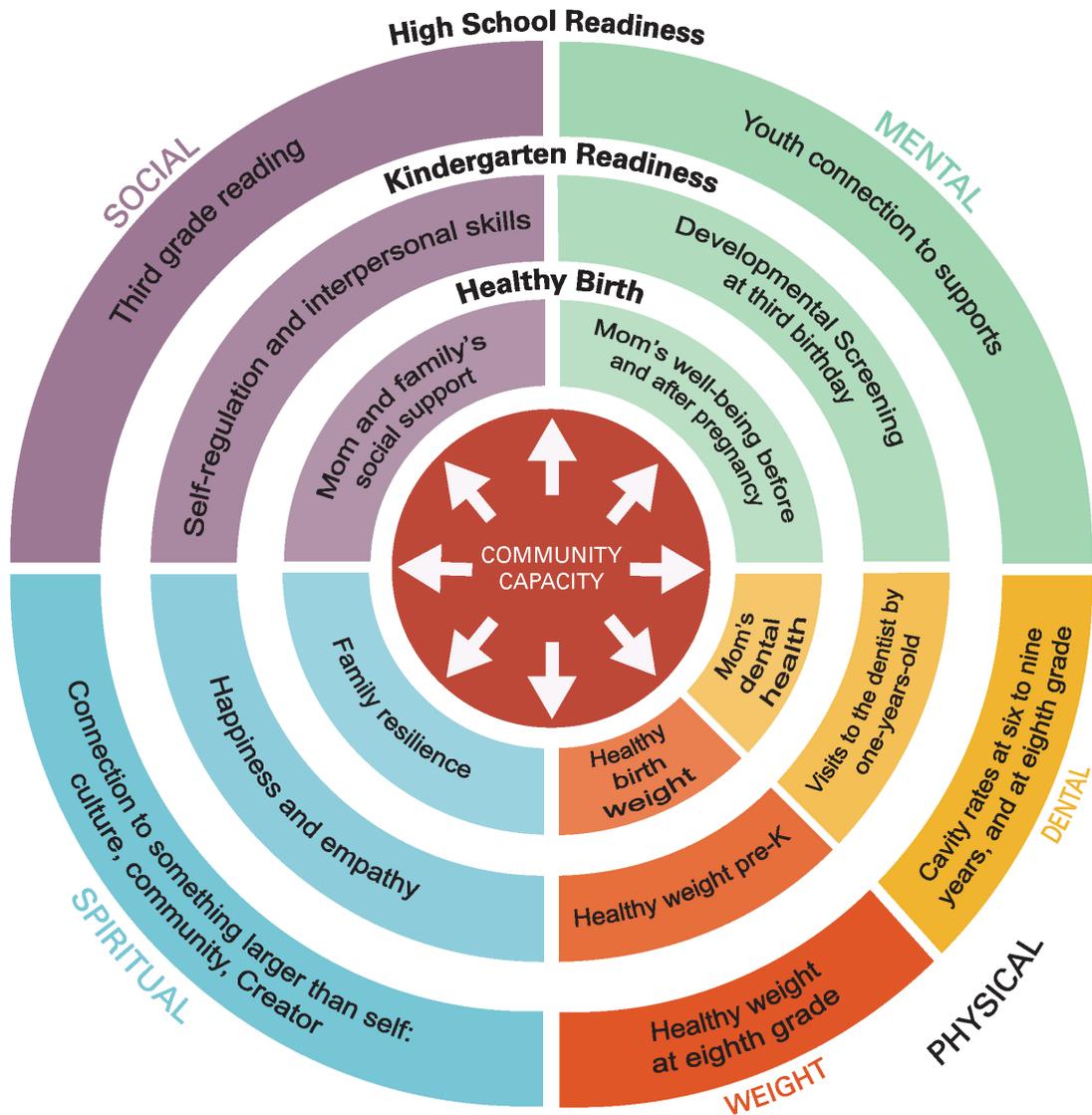
What we will do together:

- **Improve health in early life.** Demonstrate equitable outcomes that can be achieved through community engagement and collaborative action.
- **Strengthen a movement.** Build strong alliances and practical skills to work across differences and multicultural communities to achieve common goals.
- **Lead.** Strengthen and connect leaders to grow power and resources for health.
- **Make it important.** Work to make these community experiences important for institutions, elected officials and stakeholders.
- **Tell our stories.** Share the visions and experiences of resilient communities confronting health inequities.

MEASURING OUR IMPACT

Northwest Health Foundation will measure progress in two key areas: community capacity to

pursue Healthy Beginnings+Healthy Communities, as well as positive improvements in health using the HB+HC Health Compass.



COMMUNITY CAPACITY TO PURSUE HEALTHY BEGINNINGS

NWHF’s best investments support communities to build lasting capacity to address today’s challenges and tomorrow’s opportunities. Our role at Northwest Health Foundation is to equip communities in developing the power and accessing the resources they need to take a seat at the decision-making table.

We will measure community capacity in these ways:

- Engaged, connected leaders and the systems to support resilient communities.
- Shared analysis that informs community-specific and region-wide action in Oregon and SW Washington.
- Strong, respectful relationships that withstand setbacks.
- Shared knowledge and understanding of the supports and barriers to healthy childhood outcomes.

Specific measures for community capacity will be determined with the Community-Based Partnerships cohort.

NWHF will support Community-Based Partnerships by:

- Establishing five-year funding relationships beginning in 2016 to build power and community capacity to address outcomes in early life.
- Bringing partner communities together to build relationships, learn from and support each other, as well as to build a regional strategy and measures of success for Healthy Beginnings+Healthy Communities.
- Developing a regional communications narrative that includes data, stories and opportunities for leadership engagement.
- Offering peer-driven and other technical assistance for building the civic engagement and advocacy capacity to advance Healthy Beginnings+Healthy Communities objectives.
- Strengthening the infrastructure that connects and engages communities and community leaders to build a regional movement for equity.
- Working with partners to attract additional funding and other resources to support Healthy Beginnings+Healthy Communities' efforts.

FUNDED PARTNER GATHERINGS

A minimum of \$4,000 annually must support sending multiple representatives to at least two regional gatherings of funded partners in 2016. The gatherings will focus on relationship building, exposure to essential concepts about early life and health, policy, advocacy, leadership development and other objectives to be identified by CBPs.

FUNDING STRUCTURE

NWHF seeks to support up to ten Community Based Partnerships (CBPs) with a minimum total investment of \$800,000 in year one (January-December 2016). Annual support will range from \$50,000-\$150,000 per CBP, for a total investment of up to \$250,000-\$750,000 per CBP over five years (dependent on progress).

Whether a community requests \$50,000, \$150,000 or some amount in between, they will need to justify expenses for project activities in the budget narrative. NWHF will review budgets with applicant communities.

An applicant must be an existing HB+HC Organizing Grant Community. If the Lead Organization or partners have changed since the initial application, please address that in your response to the Application Questions.

This RFP is the application for year one of the Community Based Partnerships. Community Based Partners and NWHF will jointly determine participation in successive years. Funding levels in future years of CBP, however, will be determined by NWHF based on the participation and progress of communities as demonstrated through reports, site visits and gatherings. There will be an annual application process.

We understand the grant amount may not be sufficient to achieve all the desired outcomes. NWHF encourages communities to leverage additional resources beyond this grant initiative to implement the proposed activities.

ELIGIBILITY AND REVIEW CRITERIA

Required Eligibility Criteria

- Identify a Lead Organization, with legal incorporation as a nonprofit organization, tribe or public agency, that will submit a proposal, receive the funds and submit reports.
- The Lead Organization must be a tax-exempt organization engaging communities in Oregon or Southwest Washington (including Clark, Skamania, Wahkiakum, Cowlitz or Pacific Counties) or acting under fiscal sponsorship of a tax-exempt organization.
- Lead Organizations must read the Statement of Non-discrimination below and add their name and title to confirm their acceptance. Partner organizations must be able to agree to the Statement of Non-discrimination: *I certify that our organization does not discriminate in*

its leadership, staffing, or service on the basis of race, creed, religion, color, sex, marital status, political opinion, familial status, national origin, age, gender, mental or physical disability, disability status, sexual orientation, military status, gender identity or source of income.

Strong proposals will demonstrate the following qualities:

- **LEADERSHIP:** Your CBP should be led by and engage the communities whose health you seek to impact and whose capacity you intend to strengthen. Community members—including parents, families, youth, elders, etc.—should be developing strategies and priorities with organizational partners.
- **EARLY LIFE:** The efforts of your CBP must improve outcomes for better childhoods.
- **BUILDING POWER:** Your CBP should be committed to building power for better health through community organizing, leadership engagement, advocacy, policy and civic engagement.
- **REGIONAL PERSPECTIVES:** Your CBP should exhibit a desire to work with other partnerships throughout Oregon and Southwest Washington for a healthier region. Your CBP should add value to the HB+HC Community Based Partnerships cohort with needed strengths and perspectives.
- **PARTNERSHIPS:** Your CBP should engage multiple entities that you identify as essential for working toward Healthy Beginnings+Healthy Communities. Key partners might include health systems, schools and school districts, business, governmental and other nonprofit partners. These partners do not have to be formal grant partners.
- **EQUITY:** Your CBP should reflect Northwest Health Foundation’s equity priorities of race and ethnicity (including immigrant and refugee status), disability and/or geography.
- **MOMENTUM:** Your CBP should be able to show that you have made progress towards the capacity-building goals funded by the Organizing Grants.

HOW TO APPLY

Communities are encouraged to contact their NWHF Community Engagement Officer to discuss their intention to apply for a Community Based Partnership grant. Contact Michael Reyes at michael@northwesthealth.org or 971-230-1291, or Jen Matheson at jen@northwesthealth.org or 971-230-1292.

STEP ONE: SET UP ACCOUNTS FOR ONLINE GRANT PORTAL

The Primary Contact for the Lead Organization should have an account for NWHF's online grant portal. If you want to change the primary contact or add additional users to the application, individuals can set up an account here: (Note: link will be provided with Final RFP)

New users that are interested in applying should establish an account to apply no later than Monday, October 5, 2015 at 12 noon PST: (Note: link will be provided with Final RFP)

If you have questions about the online grant portal please contact Grant Administrator Fannie Black at fannie@northwesthealth.org or 503-505-5702.

STEP TWO: COMPLETE THE ONLINE APPLICATION AND PREPARE YOUR BUDGET

Link to the online grant application: (Note: link will be provided with Final RFP)

The online application will ask for organizational details; key contact information; budget; self-identified demographics of the communities to be engaged/served; names and roles of those engaged in designing the effort; and the board leadership or leadership of your community collaborative/coalition.

Please respond to the **Application Questions** listed below. Responses will be submitted through the online grant portal.

Please complete the provided **HB+HC Partner List** template available at: (Note: link will be provided with Final RFP) (see Application Question #3). The partner list will be uploaded into the "Attachment" Section of the online Application. See Step Three below.

Please complete the provided **Budget** template available at (Note: link will be provided with Final RFP). The completed project budget will be uploaded into the "Attachment" Section of the online Application. See Step Three below.

In the budget please indicate that no less than \$4,000 of funds are dedicated for travel, lodging and other costs associated with sending at least two representatives to both gatherings in March 2016 and Fall 2016. Any unspent funds can be used for program related costs.

Please prepare and submit a **Budget Narrative**, providing an explanation and justification for expenses related to project activities. The Budget Narrative will be uploaded into the "Attachment" Section of the online Application. See Step Three below.

The Healthy Beginnings+Healthy Communities Organizing Grants are to support project activities. This could include existing personnel, overhead and expenses to support work related to organizing, community engagement, advocacy, outreach and other related activities.

STEP THREE: UPLOAD ATTACHMENTS AND SUBMIT THE APPLICATION

Please see the Attachments tab to upload your documents.

- Upload HB+HC Partner List.
- Upload your Budget
- Upload your Budget Narrative.
- Upload your most recent audited financials. If you do not have audited financials, please contact your Community Engagement Officer.
- Upload letters of support or commitment from partner organizations and communities. Please scan all letters into one PDF and ensure the PDF file name includes your project number and the words "letters of support." (e.g. 15_Letters of Support.pdf)

You must complete all required tabs to submit your application. Qualified organizations must complete and submit their Application by Friday, October 9, 2015 at 12 noon PST. We cannot accept any late applications. NWHF encourages all interested organizations to speak with our team before submitting an application.

APPLICATION QUESTIONS

The online application includes the following questions. Each question will have a character limit. Note: We will provide character limits with the final RFP. We anticipate responses to the questions to be about 6-8 pages total.

YOUR COMMUNITY, PARTNERS AND LEADERS

1. Please describe the identity of the community that you seek to build power with to improve outcomes in early life.
2. Who is your lead organization, and has this changed since your initial application? Why is this the right organization to lead this effort? If it has changed, why?
3. Help us understand the structure of your coalition/collaborative. List your partners, their roles and why they are the right partner(s) – i.e. their unique contribution and perspective.

See example of this in the HB+HC Partner List template, link here: (Note: link will be provided with Final RFP). Have you uploaded your Partner List? (Yes/No)

4. How are community members, such as parents, youth, elders and families leading, developing and influencing your HB+HC community's priorities and strategies?
5. How does your community's identity and leadership align with the NWHF's equity priorities? These include race and ethnicity (including immigrant and refugee status), disability and geography. Learn more here: <http://www.northwesthealth.org/about/equity/>

YOUR WORK—CURRENT

You provided an Interim Report in late June 2015. Please use this next section to update us on what you have done since that report.

6. What has your community done together during the Organizing Grant year?
7. What has your community done to demonstrate your willingness to do community organizing, leadership development, advocacy, policy and/or civic engagement?
8. How have you aligned with efforts around early life, education and health care transformation locally, in your region, in your state, or in the NWHF region (Oregon and SW Washington)?

YOUR WORK—FUTURE

9. How will this first year of HB+HC Community Based Partnerships build your capacity to improve outcomes in early life?
10. What are your proposed activities in year one of the Community Based Partnerships?
11. What are the strengths and challenges you anticipate over this period?

WORKING TOGETHER REGIONALLY

12. How will your community's participation in the HB+HC CBP cohort help you improve outcomes in early life?
13. Have you built any new alliances with other HB+HC communities during the Organizing Grant year?
14. What would be your community's unique contribution to a cohort of HB+HC communities building power for better childhoods?
15. What are the types of support your community could gain from other CBPs or from NWHF?
16. What would be important for you to learn or gain from the gatherings of funded partners?

FEEDBACK

17. What about this application process could be improved, from your perspective?

GATHERINGS AND BUDGET

18. REMINDER: There are two required funded partner gatherings in 2016. Did you set aside the recommended funds within your budget for travel, lodging and other costs? (Yes or No)

OTHER QUESTIONS

19. Have you confirmed that all your collaborative partners have read and affirm the Statement of Non Discrimination? (Yes or No)

TIMELINE AND NEXT STEPS

- JULY 8, 2015: Draft Community Based Partnership RFP released.
- AUGUST 17, 2015: Final Community Based Partnership RFP released.
- OCTOBER 9, 2015: Application submitted by Friday, **October 9, 2015 at 12 noon PST.**
- DECEMBER 2015: Awards Announced
- JANUARY 2016: YEAR 1 Community Based Partnerships Grant Period begins
- WEEK OF MARCH 7, 2016: Gathering of Funded Partners. All applicants are asked to tentatively hold these dates; gatherings will typically be three days. *Please note: these dates may change in the final draft of the RFP.*
- SUMMER 2016: Interim Report and Application for YEAR 2 of Community Based Partnerships.
- FALL 2016: Gathering of Funded Partners. Dates to be announced.
- JANUARY 2016: YEAR 2 of Community Based Partnerships, interim report due January 30, 2016

GRANT MONITORING AND REPORTING REQUIREMENTS

Funded organizations will be required to submit interim and final reports, which include responding to narrative questions and a financial report. Communities may receive a site visit during the project period.