

2021 Community Grants Program To Address Cancer Disparities

REQUEST FOR PROPOSALS:

The UCLA Kaiser Permanente Center for Health Equity, in collaboration with the UCLA Jonsson Comprehensive Cancer Center and Doctora Monica Salinas, invite the submission of proposals for projects to address and improve disparities in cancer and related diseases among underserved populations in and around Los Angeles County.

Up to ten grants of \$5,000 each are available to support local community-based organizations working in the following areas:

- 1. HPV vaccination**
- 2. Colorectal cancer**
- 3. Liver disease**
- 4. Lung cancer**
- 5. Gastric cancer**
- 6. Vaping and e-cigarettes**
- 7. Cancer survivorship**

Projects may include but are not limited to: screening and early detection initiatives; needs assessments; patient navigation; development or adaption of educational materials; virtual educational experiences; other evidence-based interventions.

Eligibility requirements:

- 501(c)(3) organization, including community and faith-based organizations, advocacy groups, coalitions, neighborhood associations, safety net clinics or other service providers.
- Located in Los Angeles County or surrounding counties.
- UCLA faculty members, staff and students are NOT eligible to apply or receive any funds through this mechanism. However, they may assist community groups in their applications.

Submission Procedures:

1. **Submit completed application package electronically, with your organization name in the subject line, to healthequity@ph.ucla.edu by 5:00pm PST on February 12, 2021. Applications sent after this deadline will not be considered.**
2. Recipients will be announced in early April, 2021.

Formatting Guidelines:

1. Complete the application using the outline below. Use 11pt font size, single-spacing, and 1 inch page margins on all sides. Follow the section and page limits. Applications that fail to adhere to these guidelines will NOT be considered.
2. Collect 2 external letters demonstrating community support for your project, preferably from organizations who will contribute to the project, or whose constituents will be served by it.
3. Combine the application, including the one-year budget, with the letters of support into one PDF document. No other document formats will be accepted. (Instructions on how to do this will be provided at the informational session, see below.)
4. Use your organization name in the title of the PDF (for example, "People Helping People 2021 UCLA Health Equity Grant Proposal").

Application Outline:

1. ***Grantee Identification and Description*** (200 word maximum)
 1. Lead organization name
 2. Title of proposed project
 3. Lead organization address
 4. Lead organization project leader and contact information
 5. Names of any collaborators
 6. Organization description
 - a) Expertise, relevant prior experience
 - b) Partnerships and collaborations with other non-profit organizations that will enable success of the project
 - c) Number of paid staff, resources, etc.

II. **Project Summary** (350 word maximum)

- Project title
- Cancer or cancer-related topic your project will address: HPV vaccination, colorectal cancer, liver disease, lung cancer, gastric cancer, vaping and e-cigarettes, cancer survivorship
- Geographic area to be served
- Purpose of project
- Key activities
- Expected outcomes

III. **Proposal Narrative** (2 page maximum)

- a. **Problem and Need** (300 word maximum) Include the target population, including the estimated numbers of individuals to be served, and provide statistics to describe the evidence of risk/need in your service area.
- b. **Goals and objectives** (200 word maximum) Describe the specific aims for the project.
- c. **Project Activities** (400 word maximum) Describe the specific activities, collaborations, and outcomes needed to complete the project. Include the role of the lead organization and collaborating organizations.
- d. **Impact** (200 word maximum) Describe how you plan to measure your project's impact, or evaluate your accomplishments.
- e. **Sustainability** (200 word maximum) Describe how the project will lead to a larger or continuing effort.

IV. **Budget** (1 page maximum)

Provide a detailed one-year budget and justification. The budget may be completed in Word or Excel, then converted into PDF format.

Allowable costs include:

- Personnel costs: Salaries if requested, must include hourly rate and total number of hours estimated.
- Supplies: Printed materials and other supplies needed to complete the project.
- Travel: Local travel costs directly related to the project.
- Additional costs associated with the project should be justified.

Priority will be given to:

- Proposals that demonstrate a high level of need in targeted population.
- Proposals to seed new activities versus support ongoing efforts.
- Anticipated impact of the project.
- Projects that are sustainable and/or lead to a larger effort.
- Collaborative partnerships between two organizations (Please choose one lead organization.)

Questions? Join an informational session at **11:00am on Thursday, January 14th** to learn more about the formatting guidelines, submission procedure, and application scoring/selection process. To register to attend, email Bernadett Leggis at b.leggis@g.ucla.edu.

Questions about the application process may be directed to Sylvia Lopez, syl.lopez@ucla.edu, or Bernadett Leggis at b.leggis@g.ucla.edu.