

2022 Community Grants Program to Promote Health Equity

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 promote health equity by addressing health disparities among underserved populations in and around Los Angeles County. **Up to ten grants of \$5,000 each are available to support local community organizations in these efforts.**

This year, funding priority will be given to proposals that address issues of:

- 1. Environmental equity and climate change**
- 2. Obesity across the life span**
- 3. Unhealthy alcohol use**

Organizations working to address other important health equity issues are also welcome to apply.

Projects may include, but are not limited to: needs assessment, patient screening and/or navigation, development or adaption of educational materials, virtual and in-person educational experiences, evaluation, and 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 (Ventura, San Bernardino, Riverside, and Orange).

UCLA faculty, staff and students are NOT eligible to apply or receive any funds through this mechanism. However, these individuals are encouraged to support and collaborate with community groups in their applications and projects.

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 11, 2022**. Applications sent after this deadline will not be considered.
2. Recipients will be announced in early April, 2022.

Formatting Guidelines:

1. Complete the application using the outline below using 11pt font size, single-spaced, single-sided, and 1-inch page margins on all sides. Follow the section and page maximums. Only applications that adhere to these guidelines will 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, budget, and letters of support into 1 PDF document, no other document formats will be accepted.
4. Name the PDF file using the following format: “*Your organization name 2022 UCLA Health Equity Grant Proposal*”.

Application Outline:

- I. **Grantee Identification and Description** (200 word maximum)
 1. Lead organization name
 2. Title of proposed project
 3. Lead organization address
 4. Lead organization website address/URL
 5. Lead organization project leader and contact information
 6. Names of any collaborators
 7. Organization description
 - a) Expertise, relevant experience (can include links to previous projects. For example, handouts, videos, social media handles, etc.)
 - b) Description of staff who will be responsible for implementing this proposed project, their roles and relevant qualifications
 - c) Partnerships and collaborations with other non-profit organizations that will enable success of the project

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

- Project title
- Health disparities topic your project will address
- Geographic area to be served
- Purpose of project
- Key activities
- Expected outcomes

III. **Proposal Narrative**

- 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)

Can be Word or Excel, converted into PDF format. Provide a detailed budget and justification. Specify the funds requested for each item and the total amount for each item. 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:

1. Proposals that demonstrate a high level of need in targeted population.
2. Proposals to seed new activities versus support ongoing efforts.
3. Proposals that clearly describe the anticipated impact of the project.
4. Projects that are sustainable and/or lead to a larger effort.
5. Collaborative partnerships between two organizations (Please choose one lead organization and provide a letter of support from the collaborating organization.)

Questions about the application process may be directed to Bernadett Leggis at b.leggis@g.ucla.edu.