



Request for Proposals

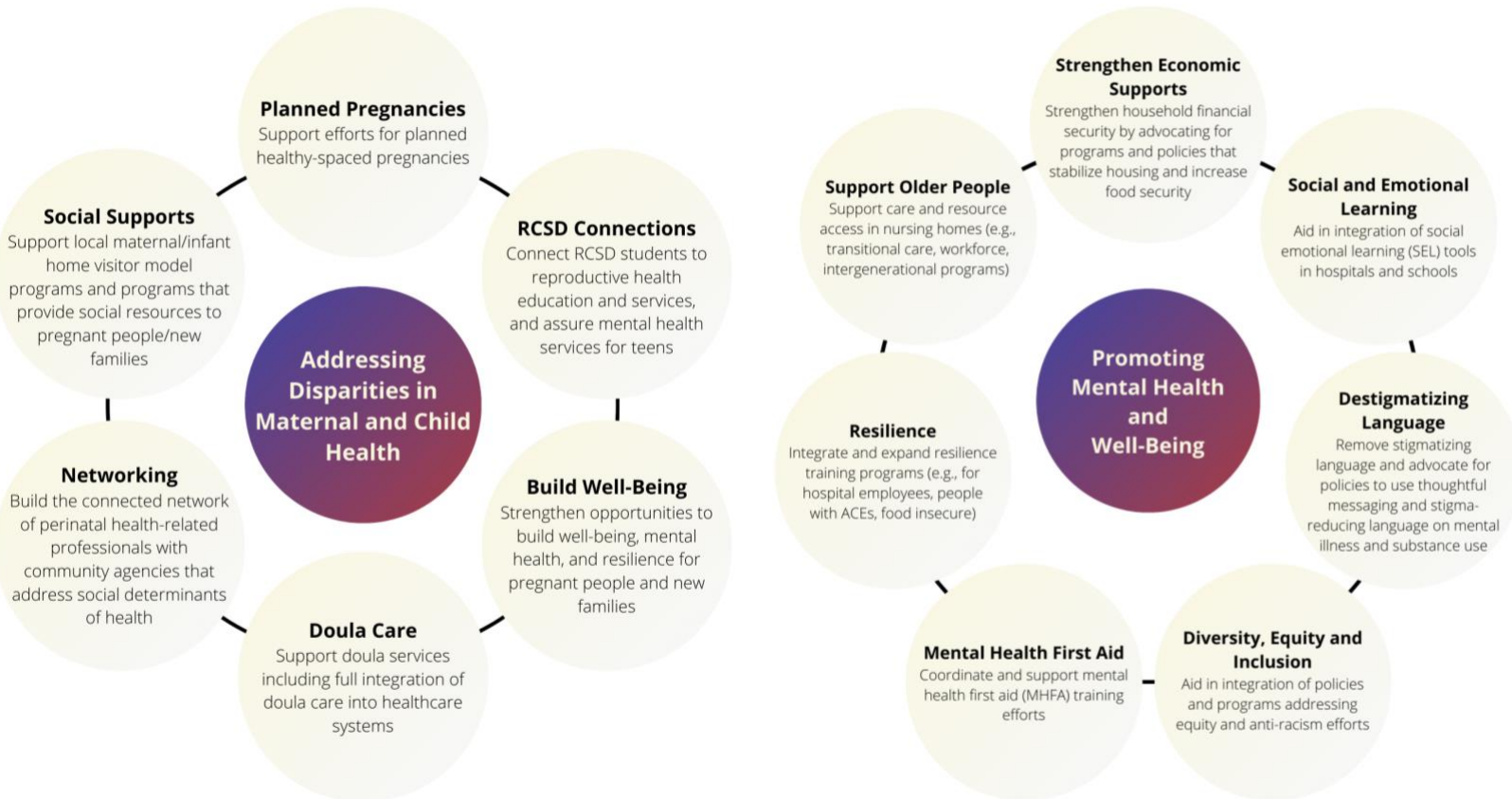
2022 Community Health Improvement Workgroup Mini-Grant Fund

I. About the CHI-W

The Community Health Improvement Workgroup (CHI-W) is a collaborative group of leaders from University of Rochester (UR) Medicine including Strong and Highland, Rochester Regional Health including Rochester General and Unity, the Monroe County Department of Public Health, and several community agencies that meets monthly to advance the health of the people of Monroe County. The CHI-W works to complete a Community Health Needs Assessment every three years and creates and implements a Community Health Improvement Plan (CHIP) to address high level priorities for Monroe County, NY.

II. Background and Expectations

The 2022-2024 CHIP is focused on two priority areas: (1) Addressing Disparities in Maternal and Child Health and (2) Promoting Mental Health and Well-Being, as outlined by the [NYS Prevention Agenda](#). These priority areas breakdown into the following areas of action.



The CHI-W has created a Mini-Grant Fund to support those who have expertise in these areas. The CHI-W Mini-Grant funding supports projects that align with the CHIP priority areas and will advance the goals in the areas of action in Monroe County.

III. Eligibility and Review Criteria

This CHIW Mini-Grant process will fund small-scale local, city-wide, or county-wide ongoing or new initiatives that are short-term (one year in duration maximum) and address the goals of the 2022-2024 Monroe County CHIP. Reporting requirements will not be burdensome; however, project leaders will report successes to the CHIW on a periodic basis both through brief written reports and by attending CHIW meetings quarterly.

The CHIW will consider proposals from existing nonprofit (501[c][3]) and for-profit organizations with significant ability to impact Monroe County. Applicant organizations must show that proposed projects align with the 2022-2024 CHIP priority areas and areas of action.

The CHIW is committed to a fair and transparent proposal review process. Project applications will be reviewed by CHIW members at the monthly meeting following the application deadline. Reviewers will use the scoring criteria below as a guide when selecting proposals.

Scoring Criteria:

- The experience, potential, and readiness of the applicant to complete the project successfully.
- Information on how the initiative aligns with the 2022-2024 CHIP priority areas and areas of action.
- A concise but complete description of the project including goals, objectives, and actions planned to achieve the goals.
- A clear articulation of need and a focus on populations that have been historically marginalized or made vulnerable in Monroe County.
- A timeline for successful completion, a description of how the project will measure success, and an approximation of how many persons in the population(s) of focus that will be impacted.

IV. Budget

Projects will be assessed for the appropriateness of budget as it relates to the proposed scope of work and timeline. \$10,000 total is available for funding. Funding requests can vary to a maximum of \$10,000 for the one-year period starting January 2023 and ending December 2023. If funds are not used within this time frame, the awardee will lose rights to any remaining unspent funds.

V. Application Process

CHIW Mini-Grant Fund applicants are required to complete a brief proposal form. This form will require the following information:

- Project Title
- Requested Grant Amount
- Timeframe to Accomplish
- Organization Name
- Organization Description (350 words max)
- Contact Information
- 2022-2024 CHIP Priority Areas Addressed
- 2022-2024 CHIP Areas of Action Addressed
- Project Description (1000 words max)
- Reporting Metrics (350 words max)
- Region(s) Served
- Population(s) of Focus
- Grant Budget



All questions should be emailed to Dan Green, CHIW Coordinator: Daniel.Green@URMC.Rochester.edu