



REQUEST FOR APPLICATIONS

Health Equity Learning Series 5.0

APPLICATION DEADLINE:

Applications are due on or before October 31, 2017.

FUNDING NOTIFICATION:

Applicants will be notified of the status of their application by December 15, 2017.

HEALTH EQUITY LEARNING SERIES 5.0

REQUEST FOR APPLICATIONS (RFA)

INSTRUCTIONS

Grantmaking at The Colorado Trust

The Colorado Trust is a private, statewide health foundation that was created in 1985 with the proceeds from the sale of the PSL Healthcare Corporation. Dedicated to advancing the health and well-being of the people of Colorado, The Trust's long-term vision is that all Coloradans have fair and equal opportunities to lead healthy, productive lives regardless of race, ethnicity, income or where we live.

Through our grantmaking, The Trust supports local and statewide efforts to advance health equity opportunities for Coloradans. We strive to engage communities in all aspects of our health equity work as we develop and evaluate grant strategies that reduce disparities and improve the social determinants of health.

About the Health Equity Learning Series 5.0

This year, unlike past iterations, the Health Equity Learning Series (HELS 5.0) has two distinct tracks. Applicants are welcome to apply for one or both tracks.

Track 1: Traditional HELS

Similar to previous years, the main emphasis of the Traditional HELS track is a series of four health equity talks given by health equity, health field and/or community experts. Each speaker will give a talk to a live audience in Denver, which will be video-recorded and then shown as part of facilitated workshop events in grantee communities in the months following the live talk.

HELS speakers are experts in their fields. They will direct their talks toward a broad audience and present content related to equity issues (including sexual orientation, disability, gender and gender identity, race, class, immigration, religion, etc.) that may or may not be familiar to the community members attending facilitated workshop events. Facilitators will provide additional context and activities to help participants engage with the speakers' talks.

The Traditional HELS track aims to:

- Provide new perspectives about social determinants of health, their relationship to issues of equity more broadly, and solutions to advance equity in communities.
- Create a forum through which participants can learn and discuss these issues with other community members and the help of a trained facilitator.
- Encourage participants to act upon what they learn from the series.

Track 2: Community Leaders in Health Equity

The Community Leaders in Health Equity (CLHE) track is comprised of both the Traditional HELS speaker series and an 18-month intensive, coordinated equity and health equity curriculum for 12 participants per region (see map on page 13), recruited and supported by grantee organizations. Detailed information regarding the requirements for this track can be found starting on page 8 in this RFA.

This track aims to achieve the goals listed above for Traditional HELS, as well as:

- Use the lens of health equity to support the growth of a group of individuals with strong ties in the community and an existing interest in equity, to gain a deeper, meaningful analysis of power, privilege and oppression as it relates to their communities and themselves.
- Train the group of leaders to be able to better apply and act upon this knowledge to support and implement health equity changes in their communities.

A few notes for both tracks:

- There will be one (1) CLHE grantee and two (2) Traditional HELS grantees per region (see map on page 13). Region assignments are based upon where the activities will take place (i.e., in which community events will be held and/or from which community participants will be recruited). Grantees with mailing addresses in one region but on-the-ground work in another region will be considered according to the region in which the activities will take place, regardless of mailing address.
- Applicants for the Traditional HELS track must be single organizations. However, applicants for the CLHE track may apply as a single organization or as a collaborative group of organizations from the same region (with one organization as lead). Collaborative groups are strongly encouraged to apply for this track, and will be given priority consideration over single organizations.
- The same organization can choose whether to apply only for one track or both. If an organization applies for both, first consideration will be given to the CLHE track (and that organization will only be considered for Traditional HELS if not awarded the CLHE grant).
- For organizations that apply to the CLHE track as part of a collaborative group, and also want to be considered for the Traditional HELS track as a single organization (if their collaborative group is not awarded the CLHE grant), they must submit two separate applications: one as a collaborative for the CLHE track and one as a single organization for the Traditional HELS track.
- There will be webinars for those interested in applying to one or both tracks on Thursday Oct. 5, 2017. The webinar for the Traditional HELS track will be from 11 a.m. – noon, and the webinar for the CLHE track will be from 1:30 – 3:30 p.m. Participation is strongly encouraged, but if you are unable to attend, both webinars will be recorded and made available for later viewing. More information about how to access these webinars can be found at the end of this RFA.

Purpose of this RFA

Grant periods are January 2018 through December 2019. Details about both the Traditional HELS (Track 1) and the CLHE (Track 2)—including information on available funding, grant criteria, responsibilities of grantees, important dates to consider and how to apply—can be found below.

Potential grantees may apply to both tracks or a single track using the same application process (more on this below).

Track 1 – Traditional HELS

The Trust has contracted with Transformative Alliances, LLC, a community-focused, equity-based training and facilitation firm to provide facilitation to grantee communities. Each grantee will work with a facilitator to arrange facilitated workshop events in their communities, which include a video screening of each speaker's presentation, discussion of the talk, and additional workshop content. These events will be three hours long to allow adequate time for context-based activities, video screening, and robust discussion to make connections and explore local relevance.

Available funding and grant criteria for Track 1 – Traditional HELS

The Trust has committed funds to support communities throughout Colorado to host four Health Equity Learning Series facilitated workshop and video screening events in their communities, each following a live event in Denver. The four live events in Denver have not yet been scheduled, but will likely take place between May 2018 and June 2019. Speakers and the dates of the live events will be announced as soon as possible.

Program grants of up to \$10,500 will be made by The Trust to cover the screening of all four events, including costs of appropriate and accessible meeting space, food and beverages, child care when needed, quality interpretation, and marketing the events in the community. Community events must be three hours long, to ensure time for rich and thoughtful dialogue, context-based workshop activities, and screening the event video.

All grantees in Track 1 will receive \$3,000 upon signing of the contract. The remaining funds will be dispersed following the submission of a program budget by March 15, 2018. Subsequent disbursements are contingent upon the requirements of the grant being met.

Responsibilities of Track 1 – Traditional HELS grantees:

- Assign one or two primary point people who will maintain contact and communication with Transformative Alliances in preparation for, and follow-up after, each event. Point people must also attend each facilitated workshop event in their communities
- Attend an introductory convening for grantees in Denver on **Jan. 31, 2018**. Lodging will be provided
- Serve as the responsible party for organizing local venues to host the facilitated workshop events, which includes advertising and recruiting participants; assuring adequate technology for each event (internet access, computers, projectors, audio speakers, etc.); assuring adequate accommodations for each event (ADA accessibility, prayer space if needed, breastfeeding space, etc.); providing quality interpretation and child care if needed; providing meals and beverages, etc.
- Community events must be three hours long. Grantees should take this into consideration when securing a location for the event
- When language interpretation is necessary, one professional interpreter will be provided by Transformative Alliances. A second, local interpreter must be secured and compensated for by the grantee. These local interpreters will have the opportunity to strengthen interpretation and language justice skills through their work with the professional interpreter
- Participate in evaluation interviews and provide feedback on the events and facilitation.
- Communicate with The Trust and Transformative Alliances as needed regarding the events.

Responsibilities of facilitators:

Transformative Alliances, LLC has been selected as the facilitation firm. Each grantee community will have a facilitator from Transformative Alliances with whom to work. The facilitator is responsible for:

- Working with the grantee primary contact(s) to find a date for each facilitated workshop event
- Working with the grantee primary contact(s) to establish the focus and goals for the event
- Leading the facilitated workshop events and guiding participants in community-relevant dialogue.

Important dates for Track 1 – Traditional HELS grantees

- **Thursday, Oct. 5, 2017 (11 a.m. – noon) – Pre-Application Webinar.** There will be a pre-application [webinar](#) for those interested in applying for Track 1 – Traditional HELS. This will be an opportunity to hear more about this program as well as ask questions. Potential applicants are strongly encouraged to attend. No registration is required. The password to enter the webinar is “HELS5.0”
- **Tuesday, Oct. 31, 2017** – Applications due to The Colorado Trust
- **Friday, Dec. 15, 2017** – Notification of awards made by The Colorado Trust
- **Monday, Jan. 15, 2018** – Base payment of \$3,000 will be dispersed to grantees
- **Wednesday, Jan. 31, 2018** - Required grantee introductory workshop in Denver. Primary point person(s) must attend. Information from this workshop will help to inform your program budget, participant recruitment practices, venue selection, etc.
- **Thursday, March 15, 2018** – Program budget due to The Colorado Trust
- **Friday, April 13, 2018** – Second payment dispersed to grantees (1/3 of remaining amount in approved budget)
- **Monday, Oct. 15, 2018** – Third payment dispersed to grantees (1/3 of remaining amount in approved budget)
- **Monday, April 15, 2019** – Fourth payment dispersed to grantees (1/3 of remaining amount in approved budget)
- **Tuesday, Dec. 31, 2019** – Final narrative and final financial due (any unspent grant funds over \$500 are returned to The Trust)

Grant review criteria

There will be two Traditional HELS grantees selected per region, for a total of 14 grantees. Please see map on page 13 for the seven regions. Applications will be reviewed based upon the degree to which the following criteria are met:

- Interest in and readiness to promote health equity
- Willingness and ability to conduct outreach in the community to bring together a diverse group of community members for the four events
- Willingness to work with and maintain contact with the facilitator from Transformative Alliances
- Ability to secure an appropriate facility, services and equipment for each event
- Willingness to devote three hours to each event
- Willingness to provide quality child care and simultaneous interpretation when needed

Tracking progress and evaluation

The Trust is committed to research, evaluation and strategic learning in order to maximize the effectiveness of our grant strategies. Evaluation helps The Trust and its partners not only understand the impact of our efforts, respond to changing environments and learn what worked, what didn't and how we can improve; it also helps us to craft future strategies. Many of the past

evaluation findings have informed the HELS 5.0 structure. The evaluator for this project will be selected via a competitive process in early 2018. All grantees are required to participate in evaluation activities, which may include such things as:

- Participating in occasional telephone interviews
- Identifying community members to be interviewed
- Completing short surveys following events to provide feedback.

Use of Health Equity Learning Series Funds and Budget

This is a program grant; thus, a budget will be required of all grantees. However, budgets will not be due until March 15, 2018, after training provided during the grantee workshop on Jan. 31, 2018. Following this workshop, grantees will have a better idea of how to budget funds and what is required for successful completion of this grant.

Funding is intended to support costs incurred by organizations that serve as community dialogue hosts, including participation in the four events and activities associated with these events. Allowed expenses include (but are not limited to) staff time, space/facility rental for events, print materials, community outreach and event marketing, food and beverages, translation, interpretation, child care, staff travel to convenings and more.

The Trust will not approve capital expenses. If you are unclear about allowable expenses, please contact The Trust (see information on next page).

Eligibility

The Trust is seeking applications for the Traditional HELS track from a variety of organizations and groups. The following types of organizations are eligible to apply for grants:

- Nonprofit organizations that are exempt under Section 501(c)(3) of the Internal Revenue Code and are classified as “not a private foundation” under Section 509(a)
- A nonprofit 501(c)(3) organization acting as a fiscal sponsor for a sponsored project
- Government and public agencies.

Eligibility requirements for current grantees

If you are a current grantee of The Trust, you are eligible to apply for a HELS 5.0 grant if the grant does not duplicate what currently is being funded under your existing Trust grant. Former HELS grantees are welcome to apply.

What The Colorado Trust does not fund

The Trust does not make grants for political campaigns, voter registration drives, operating deficits or retirement of debt.

Questions or assistance related to this application

Please contact Gwyn Barley at 303-837-1200 or gwyn@coloradotrust.org. The Trust is committed to answering your questions in a timely manner.

Application submission instructions

All applications must be submitted by 5 p.m. MDT on Oct. 31, 2017.

Please note: *The Trust uses an online portal for grant applications called FLUXX.* You will need to set up a registration for your organization and obtain a password prior to accessing the application. Registering users must use one of the following web browsers to submit a registration:

- Chrome
- Safari
- Opera
- Firefox
- Internet Explorer 8 or better (not recommended)

Other browsers are not supported and will not work.

Please visit [The Colorado Trust Grant Portal](#) to register. It may take several days for you to receive your password information following your registration. Please do not wait until the last minute to register.

Applicants will be notified of the status of their application by Dec. 15, 2017.

The questions you will be required to answer after getting into the online portal are on pages 14-16. You must respond to the questions via the online portal.

Webinar for Track 1 – Traditional HELS

Thursday, Oct. 5, 2017 (11 a.m. – noon): https://zoom.us/j/908923977?pwd=YPW1i5F_U30

No registration is required. The password to enter webinar is HELS5.0

Track 2 – Community Leaders in Health Equity

The Community Leaders in Health Equity (CLHE) track is an addition to the responsibilities of the Traditional HELS track. Grantees in this group will participate in all of the Track 1 – Traditional HELS activities listed above, as well as this additional component designed to develop community capacity to lead health equity dialogues and efforts in the community.

The Trust has contracted with Transformative Alliances, LLC, to design and implement a coordinated 18-month equity and health equity curriculum for community members. One grantee in each of Colorado's seven regions (see map on page 13) will be selected for this track.

Grantees for this track may be a single organization or a collaborative group of organizations from the same region. Collaborative groups are strongly encouraged to apply and will be given priority consideration.

Organizations applying as part of a collaborative will need to indicate which organization will serve as lead and primary contact (this organization will also receive all funds and then disburse according to MOUs agreed upon by the organizations in the collaborative). Additionally, while these organizations need to be in the same region, they do not need to be located or operating in the same county or town; this is entirely up to the collaborative to determine.

For collaborative applicants, all requirements indicated in this section (as well as the Traditional HELS requirements) would be shared among the organizations in the collaborative using whatever ratio or division of labor the collaborative decides upon. Thus, the term “grantee” used here can mean either a single organization or a collaborative group.

In the CLHE track, each grantee will recruit and support 12 people to participate in the 18-month equity and health equity curriculum. All 12 participants must come from the same region, but they can be from different communities within that region. The participant group should also reflect a prioritization of people of color, immigrants/refugees/asylees, people who are living in poverty or have low incomes, women, lesbian/gay/bisexual/queer people, people who are transgender or gender non-conforming, or people with disabilities. There will be other requirements regarding the composition of the participant group that each grantee will receive training and technical assistance around during the introductory grantee convening (see below for more details).

Applicants do not need to have their group of 12 participants identified at this time. Grantees will receive specific instruction, guidance and support in recruiting their group.

Each grantee will also assign two point people who will have primary responsibility for supporting their group of 12 participants through the curriculum. These two point people will participate in the entire curriculum alongside the grantee's participant group.

The curriculum will provide participants with a foundational framework for understanding equity and health equity, with specific exploration of systems of oppression based on race, class, gender, sexual orientation, national origin, citizenship status and language. It will involve quarterly in-person convenings (some in Denver, some in regional hub points), quarterly day-long regional trainings, mid-point assignments that each group of 12 participants will do together, as well as two projects (one community-based and one personal).

Available funding and grant criteria for Track 2 – Community Leaders in Health Equity

In addition to hosting the HELS events (details and requirements outlined in the Track 1 – Traditional HELS section of this RFA), grantees in Track 2 - Community Leaders in Health Equity will be responsible for recruiting and supporting their 12-member group. Program grants of up to

\$58,500 will be made by The Trust to cover the expenses related to the four speaker events described in the Track 1 – Traditional HELS section above, as well as for supporting 12 CLHE participants.

All grantees in Track 2 will receive \$23,500 upon signing of the contract. The remaining funds will be dispersed following the submission of a program budget on March 15, 2018.

Responsibilities of Track 2 – Community Leaders in Health Equity grantees:

- All responsibilities outlined in the description of Track 1 – Traditional HELS above.
- Assign two primary point people who will:
 - Attend a two-day introductory convening for grantees in Denver on **Jan. 30-31, 2018**. During this convening, point people will receive instruction and technical assistance to equip them in recruiting and supporting their group of 12 participants
 - Maintain routine contact with Transformative Alliances via phone/email, periodic check-ins, etc.
 - Participate in the entire curriculum (including all convenings, day-long trainings, and mid-point assignments) to best equip them to support their group
 - Convene participants for all mid-point assignments in locations with the necessary space, technology and participant accommodations as needed
 - Host four HELS events in communities in their region; two will be facilitated by Transformative Alliances, and two will be facilitated by members of their participant group with prior instruction and support
- Recruit and provide in-depth support (including check-ins, transportation, child care, interpretation, etc.) for a group of 12 participants from communities in their region to participate in the 18-month curriculum
- Participate in evaluation interviews and provide feedback on the facilitation
- Communicate with The Trust and Transformative Alliances as needed regarding all events and aspects of the curriculum.

Important dates for Track 2 – Community Leaders in Health Equity

- **Thursday, Oct. 5, 2017 (1:30-3:30 p.m.) – Pre-Application Webinar.** There will be a pre-application [webinar](#) for those interested in applying for Track 2 – Community Leaders in Health Equity. All interested applicants are encouraged to participate in this webinar to fully understand the program as well as to have an opportunity to ask questions. No registration is required. The password to enter the webinar is “HELS5.0”
- **Tuesday, Oct. 31, 2017** – Applications due to The Colorado Trust
- **Friday, Dec. 15, 2017** – Notification of awards made by The Colorado Trust
- **Monday, Jan. 15, 2018** – Base payment of \$23,500 will be dispersed to grantees
- **Tuesday, Jan. 30, 2018 – Wednesday, Jan. 31, 2018** – Required grantee introductory workshop in Denver. Two primary point people representing each grantee must attend. Information from this workshop will help to inform your program budget, group participant recruitment and support, etc.
- **Thursday, March 15, 2018** – Program budget due to The Colorado Trust
- **Friday, April 13, 2018** – Second payment dispersed to grantees (1/3 remaining amount in approved budget)
- **Friday, Sept. 14, 2018** – Budget-to-actual reports due
- **Monday, Oct. 15, 2018** – Third payment dispersed to grantees (1/3 remaining adjusted amount in approved budget)
- **Friday, March 15, 2019** – Budget-to-actual reports due

- **Monday, April 15, 2019** – Fourth payment dispersed to grantees (1/3 remaining adjusted amount in approved budget)
- **Tuesday, December 31, 2019** – Final narrative and final financial due

Important dates for the CLHE curriculum

- **Wednesday, April 25 – Saturday, April 28, 2018** – Kickoff convening in Denver
- **May 2018 (Exact date TBD by grantee)** – Participant mid-point assignment with peers (hosted by grantee in region)
- **One Saturday in June 2018 (TBD, in negotiation with other regions)** – Regional day-long trainings (trainers will travel to regional hub points)
- **July 2018 (Exact date TBD by grantee)** – Participant mid-point assignment with peers (hosted by grantee in region)
- **Thursday, Aug. 2 – Saturday, Aug. 4, 2018** – Convening in regional hub (exact location TBD)
- **Late August 2018 (Exact date TBD by grantee)** – Participant mid-point assignment with peers (hosted by grantee in region)
- **One Saturday in September 2018 (TBD, in negotiation with other regions)** – Regional day-long trainings (trainers will travel to regional hub points)
- **October 2018 (Exact date TBD by grantee)** – Participant mid-point assignment with peers (hosted by grantee in region)
- **Thursday, Nov. 8 – Saturday, Nov. 10, 2018** – Convening in regional hub (exact location TBD)
- **Mid November – Mid December 2018 (Exact date TBD by grantee)** – Participant mid-point assignment with peers (hosted by grantee in region)
- **One Saturday (12/8/18, 12/15/18, 1/12/19 or 1/19/19 – TBD in negotiation with other regions)** – Regional day-long trainings (trainers will travel to regional hub points)
- **Late January 2019 (Exact date TBD by grantee)** – Participant mid-point assignment with peers (hosted by grantee in region)
- **Thursday, Feb. 7 – Saturday, Feb. 9, 2019** – Convening in regional hub (exact location TBD)
- **Late February 2019 (Exact date TBD by grantee)** – Participant mid-point assignment with peers (hosted by grantee in region)
- **One Saturday in March 2019 (TBD, in negotiation with other regions)** – Regional day-long trainings (trainers will travel to regional hub points)
- **April 2019 (Exact date TBD by grantee)** – Participant mid-point assignment with peers (hosted by grantee in region)
- **Thursday, May 2 – Saturday, May 4, 2019** – Convening in regional hub (exact location TBD)
- **Late May 2019 (Exact date TBD by grantee)** – Participant mid-point assignment with peers (hosted by grantee in region)
- **One Saturday in June 2019 (TBD, in negotiation with other regions)** – Regional day-long trainings (trainers will travel to regional hub points)
- **July 2019 (Exact date TBD by grantee)** – Participant mid-point assignment with peers (hosted by grantee in region)
- **Thursday, Aug. 1 – Saturday, Aug. 3, 2019** – Closing convening with graduation in Denver

Grant review criteria

There will be one CLHE grantee selected per region, for a total of 7 grantees. Please see map on page 13 for the seven regions. Applications will be reviewed based upon the degree to which the following criteria are met:

- Grant review criteria listed above for Track 1 – Traditional HELS applicants
- Willingness and ability to recruit and support a group of up to 12 community members to participate in an 18-month intensive curriculum
- Willingness and ability to host gatherings of group participants for mid-point assignments
- Willingness to work closely with Transformative Alliances.

Tracking progress and evaluation

The Trust is committed to research, evaluation and strategic learning in order to maximize the effectiveness of our grant strategies. Evaluation helps The Trust and its partners not only understand the impact of our efforts, respond to changing environments and learn what worked, what didn't and how we can improve; it also helps us to craft future strategies. Many of the past evaluation findings have informed the HELS 5.0 structure. The evaluator for this project will be selected via a competitive process in early 2018. All grantees are required to participate in evaluation activities, which may include such things as:

- Participating in occasional telephone interviews
- Identifying community members to be interviewed
- Completing short surveys following events to provide feedback
- A separate evaluation component will be part of the CLHE curriculum for participants.

Use of HELS funds and budget

This is a program grant; thus, a budget will be required of all grantees. However, budgets will not be due until March 15, 2018, after training provided during the grantee workshop on Jan. 30-31, 2018. Following this workshop, grantees will have a better idea of how to budget funds and what is required for successful completion of this grant.

Funding is intended to support not only costs incurred by organizations that serve as community dialogue hosts as described above under Track 1 – Traditional HELS, but also to support costs related to the CLHE participants.

Allowed expenses include (but are not limited to) staff time necessary to oversee the project; travel costs for the CLHE participants to attend the in-person convenings and workshops; space/facility rental for events, print materials, outreach and event marketing, food and beverages, translation, interpretation and child care.

The Trust will not approve capital expenses. If you are unclear about allowable expenses, please contact The Trust (see information on next page).

Eligibility

The Trust is seeking applications for the CLHE track from a variety of organizations and groups. The following types of organizations are eligible to apply for grants:

- Nonprofit organizations that are exempt under Section 501(c)(3) of the Internal Revenue Code and are classified as “not a private foundation” under Section 509(a)
- A nonprofit 501(c)(3) organization acting as a fiscal sponsor for a sponsored project
- Government and public agencies.

The Trust strongly encourages collaboration among organizations or groups within a region and welcomes collaborative group applications.

Eligibility requirements for current grantees

If you are a current grantee of The Trust, you are eligible to apply for a HELS 5.0 grant if the grant does not duplicate what currently is being funded under your existing Trust grant. Former HELS grantees are welcome to apply.

What The Colorado Trust does not fund

The Trust does not make grants for political campaigns, voter registration drives, operating deficits or retirement of debt.

Questions or assistance related to this application

Please contact Gwyn Barley at 303-837-1200 or gwyn@coloradotrust.org. The Trust is committed to answering your questions in a timely manner.

Application submission instructions

All applications must be submitted by 5 p.m. MDT on Oct. 31, 2017.

Please note: ***The Trust uses an online portal for grant applications called FLUXX.*** You will need to set up a registration and obtain a password prior to accessing the application. Registering users must use one of the following web browsers to submit a registration:

- Chrome
- Safari
- Opera
- Firefox
- Internet Explorer 8 or better (not recommended)

Other browsers are not supported and will not work.

Please visit [The Colorado Trust's Grant Portal](#) to register. It may take several days for you to receive your password information following your registration. Please do not wait until the last minute to register.

Applicants will be notified of the status of their application by Dec. 15, 2017.

The questions you will be required to answer after getting into the online portal are on pages 14-16.

Webinar for Track 2 – Community Leaders in Health Equity

Thursday, Oct. 5, 2017 (1:30-3:30 p.m.): https://zoom.us/j/214767927?pwd=YPW1i5F_U30

No registration is required. The password to enter webinar is “HEL5.0”

The Colorado Trust



Below you will find the questions that you'll be required to answer once you [register](#) and receive a login to the online portal. You will answer the questions in a Word document and upload it into the grant portal.

NOTE: *The Track 2 – Community Health Leaders in Health Equity grant application requires completing both sections of this application.*

Track 1 – Traditional HELS

This grant requires that you:

- Participate in a day-long introductory HELS convening in Denver on Wednesday, Jan. 31, 2018
- Conduct outreach for HELS events (including adapting and distributing template flyers and devising any other outreach materials)
- Host four HELS events that are each three hours in length, and conducted by a facilitator from Transformative Alliances
- Work and maintain regular contact with a Transformative Alliances facilitator
- Arrange accessible locations and events for people with disabilities
- Provide quality child care, simultaneous interpretation and translation when needed
- Provide beverages, meals and snacks for event participants
- Participate in evaluation and reporting

Do you fully understand and agree to all of the requirements of this grant?

☐ Yes ☐ No

1. If you are a previous HELS grantee, please indicate what grant round(s) you participated in:

☐ HELS 1.0

☐ HELS 2.0

☐ HELS 4.0

2. What region does your organization reside in? (Note: refer to the map of The Trust's regional distribution in RFA)

3. Which towns or cities will you host HELS events in?

4. How do health inequities play out in your community, and who is most impacted? Additionally, what would you define as the root causes of these health inequities in your community?

5. Why are you interested in hosting this series in your community? How would it benefit event participants and your organization?

6. Audiences that come from a range of social identities (relating to class, sexual orientation, race, gender and gender identity, immigration, disability, religion, age, etc.) enrich the dialogue about health equity and better reflect the range of people most impacted by health inequities. How will you reach and secure the participation of a broad range of people from different marginalized/oppressed communities? How will you reach other community stakeholders?

7. What creative ideas do you have for providing accessible space for people with disabilities, quality child care and interpretation, food that fits the community, reliable audio and visual equipment, a welcoming environment, etc.?

➤ **Stop here if you are only applying for the Traditional Health Equity Learning Series grant or continue if you are applying for the Community Leaders in Health Equity grant**

Track 2 – Community Leaders in Health Equity

Please read the RFA thoroughly. The CLHE grant includes all the requirements of the Track 1 – Traditional HELS grant, as well as the following additional requirements:

- Participate in a two-day introductory HELS convening in Denver on Tuesday, Jan 30 and Wednesday, Jan. 31, 2018
- Recruit and provide in-depth support for a group of 12 participants from communities in your region to participate in the 18-month curriculum. In-depth support includes regular check-ins, transportation, stipends to offset economic harm, the commitments listed above, etc.
- Assign two primary point people who will:
 - Attend and participate in the entire curriculum to best equip them to support their group. This includes all convenings, day-long trainings, and mid-point assignments.
 - Convene participants for all mid-point assignments in locations with the necessary space, technology and participant accommodations as needed
 - Maintain sustained contact with the 12 group members
- Work and maintain routine contact with a Transformative Alliances facilitator and other point people
- Participate in evaluation and reporting.

Do you fully understand and agree to all of the requirements of this grant?

☐ Yes ☐ No

1. If you are applying as a collaborative group of organizations, please name the organizations participating in the collaborative effort by indicating which one will serve as the point/lead organization/grantee. Describe the relationship of each organization in the collaborative to one another.
2. Tell us about the ways you practice equity work within your organization. How does your organization(s) see itself as part of a larger movement toward creating equity and health equity?
3. Why are you interested in supporting a group of community members in participating in the CLHE track? How do you hope it would benefit participants and your organization(s)?
4. What strategies will you use to recruit people to be in the CLHE program? How will you ensure that you have a representative pool of participants? In particular, please consider traditionally marginalized groups such as people of color, women, transgender and gender non-conforming people, people with disabilities, LGBTQ people, immigrants and refugees, people with low incomes, non-Christians, elders and young adults/young people, non-native English speakers, etc.

5. During the two-day introductory grantee convening (scheduled for Tuesday, Jan. 30, 2018 and Wednesday, Jan. 31, 2018), grantees will receive support in thinking about how to recruit and retain participants in the CLHE track. Grantees will then have two months to finalize their roster of 12 participants. Do you have any specific people or groups in mind as potential participants? Please describe your preliminary ideas (knowing that this may change).
6. What is your plan for staffing the CLHE track and the HELS events/community dialogues?
7. If your CLHE application is declined, would you like to be considered for the Traditional HELS grant? Yes ☐ No ☐

Upload completed application to [The Colorado Trust Grant Portal](#).