



*A Health Equity Foundation*

## **REQUEST FOR APPLICATIONS**

### **Community Leaders in Health Equity 6.0**

**APPLICATION DEADLINE:**

Applications are due on or before Feb. 21, 2020.

**FUNDING NOTIFICATION:**

Applicants will be notified of the status of their application by March 23, 2020.

# COMMUNITY LEADERS IN HEALTH EQUITY 6.0 REQUEST FOR APPLICATIONS (RFA) INSTRUCTIONS

## **About The Colorado Trust**

The Colorado Trust is a foundation committed to advancing the health and well-being of all Coloradans.

The Trust is dedicated to ensuring all Coloradans have the opportunity to thrive. We partner with people and organizations across Colorado that are working to make positive changes in their communities. We provide funding and other resources so that all people have the power to make decisions that improve their lives and the lives of their neighbors.

The Trust believes local and statewide policies should have a positive impact on people's well-being. We provide grants and support to organizations that advocate for policies that ensure all Coloradans live healthier lives.

We work side by side with grantees and community members to ensure grants are solution-based and effective.

## **Vision**

All Coloradans have fair and equal opportunities to lead healthy, productive lives regardless of race, ethnicity, income or where we live.

## **About the Community Leaders in Health Equity 6.0**

The Community Leaders in Health Equity (CLHE) track is comprised of an 18-month intensive, coordinated equity and health equity curriculum for 12-14 participants per region (see map on page 7), recruited and supported by seven grantee organizations.

This program aims to achieve the following goals:

- 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.
- Give the group of leaders a set of tools to be able to better apply and act upon this knowledge to support and implement health equity changes in their communities.

A few notes:

- There will be one (1) CLHE grantee per region (see map on page 7). 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 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 and will be given priority consideration over single organizations.
- There will be a [webinar](#) for those interested in applying for a CLHE grant on Tuesday Jan. 21, 2020 from 1:30-3 p.m. MST. Participation is strongly encouraged, but if you are unable

to attend, the webinar will be recorded and made available for later viewing. More information about how to access the webinar can be found at the end of this RFA.

### **Purpose of this RFA**

The grant period is April 2020 to December 2021. Details—including information on available funding, grant criteria, responsibilities of grantees, important dates to consider and how to apply—can be found below.

### **Community Leaders in Health Equity 6.0**

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 The Colorado Trust's seven grantmaking strategy regions (see map on page 7) 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 memoranda of understanding 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 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 12-14 people to participate in the 18-month equity and health equity curriculum. All 12-14 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, and 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 12-14 participants identified at this time. Grantees will receive specific instruction, guidance and support in recruiting their group.**

Each grantee will assign two point people (at least one of whom must be paid staff) who will have primary responsibility for supporting their group of 12-14 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 other locations across the state)
- Quarterly daylong regional trainings
- midpoint assignments
- Two projects (one community-based and one personal).

Community Leaders in Health Equity grantees will be responsible for recruiting and supporting their 12-14 participants. Program grants of up to \$75,000 will be made by The Trust to cover the expenses of supporting 12-14 CLHE participants.

All grantees will receive an initial \$20,000 upon signing of the contract (April 15, 2020). The remaining funds will be dispersed in two installments following the submission and approval of a participant roster, program budget and budget narrative, all of which are due on June 30, 2020. The remaining two payments will be made by or in August 2020 and January 2021.

### **Responsibilities of Community Leaders in Health Equity grantees**

- Assign two point people who will:
  - Attend a two-day introductory workshop for grantees in Denver on **April 28-29, 2020**. During this workshop, point people will receive instruction and technical assistance to equip them in recruiting and supporting their group of 12-14 participants.
  - Maintain routine contact with Transformative Alliances via phone/video/email, regular check-ins, etc.
  - Participate in the entire curriculum (including the introductory grantee workshop, all convenings, day-long trainings, and midpoint assignments) to best equip them to support their group.
  - Convene participants for all midpoint assignments in locations with the necessary space, technology and participant accommodations as needed.
- Recruit and provide in-depth support (including check-ins, transportation, child care, interpretation, etc.) for a group of 12-14 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 Community Leaders in Health Equity**

Jan. 21, 2020	Pre-application webinar for new CLHE applicants
Feb. 21, 2020	New CLHE grantee application deadline
March 23, 2020	Notify accepted applicants
<b>April 28-29, 2020</b>	<b>2-Day CLHE introductory and participant recruitment workshop for grantees in Denver</b>
May - June 2020	Grantees recruit CLHE participants
<b>June 30, 2020</b>	<b>Deadline</b> for grantees to submit participant rosters/budgets and have participants/grantee point people register for the kickoff convening
July 10, 2020	Grantees register all participants for kickoff convening (details TBA)
<b>Aug. 5-8, 2020</b>	<b>4-day CLHE kickoff convening in Denver</b>
In between	Participant midpoint assignment with peers (hosted by grantees)

<b>Sept. 12 - Oct. 10, 2020</b>	<b>Regional daylong trainings (Saturdays) (each grantee and their participants will attend only <u>one</u> of the four Saturdays)</b>
In between	Participant midpoint assignment with peers (hosted by grantees)
<b>Nov. 5-7, 2020</b>	<b>3-day CLHE convening in regional hub</b>
In between	Participant midpoint assignment with peers (hosted by grantees)
<b>Dec. 5 &amp; 12, 2020</b>	<b>Regional daylong trainings</b>
<b>Jan. 9 &amp; 16, 2021</b>	<b>Regional daylong trainings</b>
In between	Participant midpoint assignment with peers (hosted by grantees)
<b>Feb. 4-6, 2021</b>	<b>3-day CLHE convening in regional hub</b>
In between	Participant midpoint assignment with peers (hosted by grantees)
<b>March 6-27, 2021</b>	<b>Regional daylong trainings (Saturdays) (each grantee and their participants will attend only <u>one</u> of the four Saturdays)</b>
In between	Participant midpoint assignment with peers (hosted by grantees)
<b>May 6-8, 2021</b>	<b>3-day CLHE convening in regional hub</b>
In between	Participant midpoint assignment with peers (hosted by grantees)
<b>June 5-26, 2021</b>	<b>Regional daylong trainings (Saturdays) (each grantee and their participants will attend only <u>one</u> of the four Saturdays)</b>
In between	Participant Midpoint Assignment with peers (hosted by grantees)
<b>Aug. 5-7, 2021</b>	<b>3-day CLHE convening in regional hub</b>
In between	Participant midpoint assignment with peers (hosted by grantees)
<b>Sept. 11 - Oct. 2, 2021</b>	<b>Regional daylong trainings (Saturdays) (each grantee and their participants will attend only <u>one</u> of the four Saturdays)</b>
In between	Participant midpoint assignment with peers (hosted by grantees)
<b>Nov. 4-6, 2021</b>	<b>3-Day closing convening in Denver (with graduation)</b>
November - December 2021	Post-CLHE evaluation period

### **Grant review criteria**

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

- Willingness and ability to recruit and support a group of up to 12-14 community members, with an emphasis on priority groups, to participate in an 18-month intensive curriculum
- Willingness and ability to host gatherings of group participants for midpoint assignments
- Willingness to work closely with Transformative Alliances, including frequent check-ins (weekly to bi-weekly)
- Willingness and ability to host three community-based Health Equity Learning Series (HELS) events.

### **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 6.0 structure. The evaluator for this project will be IMPAQ International. All grantees and participants are required to participate in evaluation activities, which may include:

- Participating in occasional telephone interviews and/or focus groups.
- Completing short surveys following events to provide feedback.

### **Use of CLHE funds and budget**

This is a program grant; thus, a budget will be required of all grantees. However, budget and budget narratives will not be due until June 30, 2020, after training provided during the grantee workshop on April 28-29, 2020. 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 related to the CLHE participants. Allowed expenses include (but are not limited to) staff time necessary to attend the initial grantee workshop and oversee the project; travel costs for the CLHE participants and staff to attend the in-person convenings and workshops; space/facility rental for events, print materials, outreach and event marketing, food and beverage, translation, interpretation and child care.

The Trust will not approve capital expenses. If you are unclear about allowable expenses, please contact Gwyn Barley at (303) 539-3106 or [gwyn@coloradotrust.org](mailto:gwyn@coloradotrust.org).

### **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
- Federally recognized Indigenous tribes in Colorado
- 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 CLHE grant if the grant does not duplicate what currently is being funded under your existing Trust grant. Former HELS and CLHE grantees are welcome to apply.

### **What The Trust does not fund**

The Trust does not make grants for political campaigns; voter registration drives; operating deficits or retirement of debt; capital campaigns; or clinical and medical research studies.

### **Questions or assistance related to this application**

Please contact Gwyn Barley at (303) 539-3106 or [gwyn@coloradotrust.org](mailto: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 Feb. 21, 2020.

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. We recommend using the Chrome web browser to submit a registration. If you experience issues while using the portal, please contact Michele Chader at [michele@coloradotrust.org](mailto:michele@coloradotrust.org) or (303) 539-3107.

Please visit The 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 March 23, 2020.

The questions you will be required to answer after getting into the online portal are on pages 8-9.

**Webinar for Community Leaders in Health Equity**

Tuesday, Jan. 21, 2020

1:30-3 p.m. MST

ZOOM Webinar: <https://coloradotrust.zoom.us/j/674941898>

Meeting ID: 674 941 898

Password: CLHE\_2020

One tap mobile

+16699006833,,674941898# US (San Jose)

+16468769923,,674941898# US (New York)

Dial by your location

+1 669 900 6833 US (San Jose)

+1 646 876 9923 US (New York)

Meeting ID: 674 941 898

Find your local number: <https://coloradotrust.zoom.us/j/674941898>

# 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.

### **Community Leaders in Health Equity RFA questions**

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

Yes  No

1. If you are a previous HELS grantee, please indicate what grant round(s) you participated in: (check off all that apply)
  - HELS 1.0 (2014)
  - HELS 2.0 (2015)
  - HELS 4.0 (2016-17)
  - HELS 5.0 Traditional Track (2017-19)
  - HELS 5.0 Community Leaders in Health Equity Track (2017-19)
2. What region does your organization reside in?
3. 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 to one another of each organization in the collaborative.
4. 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?
5. How do health inequities play out in your community or region, and who is most impacted? Additionally, what do you believe are the root causes of these health inequities in your community?
6. Why are you interested in supporting a group of community members in participating in the CLHE program? How do you hope it would benefit participants and your organization(s)?
7. 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, LGBQ people, immigrants and refugees, people with low incomes, non-Christians, elders and young adults/young people, non-native English speakers, etc.
8. During the two-day introductory grantee workshop (scheduled for Tuesday, April 28, 2020 and Wednesday, April 29, 2020), grantees will receive support in thinking about how to recruit and retain participants in the CLHE program. Grantees will then have two months to finalize their roster of 12-14 participants. Do you have any specific people or groups in mind as potential participants? Please describe your preliminary ideas (knowing that this may change).

9. We require grantees to have two point people who are assigned the work of supporting participants throughout the program (which includes participating in all parts of the curriculum themselves). At least one point person must be paid staff. These positions are essential to the success of the program, and require a significant amount of time, energy and commitment. Please describe who you are considering for this position and why. Specifically address their capacity to conduct this work throughout the grant period. See section “Responsibilities of Community Leaders in Health Equity grantees” for a list of point person responsibilities.
  
10. What creative ideas do you have for providing accessible space for people with disabilities, quality child care, food that fits the community, reliable audio and visual equipment, and a welcoming environment, for community based HELS events?

Please complete these application questions online at The Trust’s [grant portal](#). Thank you.