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## Request for Proposals

Released 10-5-2020

The Heywood Healthcare Charitable Foundation is pleased to announce the Community Investment Grant Program, made available through (Determination of Need Funding). The Foundation expects to provide annual grant opportunities through 2022, to support a variety of community health initiatives aligned with the Foundation's funding priorities.



## Community Investment Grant Program Request for Proposals

The Heywood Healthcare Charitable Foundation announces the 2020/2021 Community Investment Grant Program. Grants of up to a maximum of \$10,000 will be awarded to organizations providing services within the Heywood Healthcare geography area, to support programs aligned with the Heywood Healthcare Charitable Foundation's Funding Priorities. Funding priorities were identified through the [2018 Heywood Hospital/Athol Hospital Community Health Needs Assessment](#) and are aligned with [Heywood Hospital/Athol Hospital Community Health Improvement Plan](#). The foundation is also interested in supporting projects that address community needs that have emerged or exacerbated as a result of the COVID-19 pandemic. The funding goal supports Heywood Hospital/Athol Hospital Community Benefit mission to *improve the health of our community, with special consideration of disadvantaged populations, by working collaboratively with community partners to increase prevention efforts, address social determinants of health, and improve access to care*. Approximately \$104,000 is available for this funding cycle.

**Priority Health Areas:** Interpersonal Violence and Injuries; Mental Health and Substance Misuse; Wellness and Chronic Disease; Social Determinants

**Program Types:** Direct Clinical Services; Community Clinical Linkages; Total Population or Community Wide Intervention; Access/Coverage Supports; Infrastructure to support Community Benefits collaborations

**Target Populations:** Disadvantaged populations as defined by race/ethnicity, socio-economic status, geography, gender, age, veteran and disability status, among other populations identified as at-risk for health disparities.

Important Dates	
Application Deadline	5:00 pm, Friday, November 6, 2020
Contact Persons	Mary Giannetti, Director of Resource Development mary.giannetti@heywood.org 978-630-5797 Dawn Casavant, Vice President of Development and Executive Director, Heywood Healthcare Charitable Foundation <a href="mailto:Dawn.casavant@heywood.org">Dawn.casavant@heywood.org</a> 978-630-6431
Submission Directions	Please e-mail <b><u>ONE single full submission package, that combines all attachments (pdf format)</u></b> to: <a href="mailto:hhcommunityinvestment@gmail.com">hhcommunityinvestment@gmail.com</a>
Notice of Grant Award	Monday, December 7, 2020
Reporting Requirements	Mid cycle report: Friday, June 19, 2020 Final Report: Friday, October 16, 2020 Reporting template will be provided at a later date
Grant Cycle	December 15, 2020- September 30, 2021

**Eligibility:** Applicant must be a 501c3, non-profit organization. If you do not have 501c3 status, applicants are encouraged to partner with a 501c3 organization as a fiscal agent. Coalitions and community organizations are encouraged to apply. Organizations may submit one proposal per organization, but may be a partner in another proposal. Organizations that received funding previously may apply for FY20 funds for a different project focus. *Continuation grants are not permissible. Requests for capital and equipment will be accepted.*

**Heywood Healthcare Service Area:** Athol, Erving, New Salem, Orange, Petersham, Phillipston, Royalston, Warwick, Wendell, Ashburnham, Gardner, Hubbardston, Templeton, Westminster, Winchendon.

Heywood Healthcare Charitable Foundation  
Community Investment Grant Program

Please limit your responses to a maximum of six pages (not including required attachments). Responses must be single-spaced, 12 pt. font, with one inch margins. ***Please clearly identify in the header: Organization Name, Address, Contact Person, Telephone, and Email.***

1. Provide a brief overview of your organization.
2. Provide a summary of the proposed project, to include program type, health area being addressed, and who will be impacted and how they will benefit, as well as short-term and potential long-term benefits.
3. Provide a thorough description of the issue(s) the proposed project intends to address. (Why is the funding needed)
4. What community/communities and target population will benefit from the project?

List the proposed project's goals and objectives, and identify how success will be measured. (If funded, your project will be evaluated on these measureable goals and objectives).

5. How does the proposed project support the funding priorities of the Heywood Healthcare Charitable Community Investment Grant Program?
6. Is this a discrete project? If so, will there be future impact/benefit? If this is a self-sustaining project, please describe how it will be sustained.
7. Summarize the work-plan (steps necessary to implement the project), building on the template provided. Discuss how your program will take into consideration COVID-19 parameters. Describe how you plan to accomplish proposed project within the 10-month timeframe.

Required attachments: (Please label all attachments)

Project Work-plan (see attached form)  
Program Budget (see attached form)  
Budget Narrative  
Organizational Chart  
Proof of 501c3 Status or affiliated 501c3 fiscal agent  
Letter of Commitment by any Program Partners  
Letters of Support \*Optional and limited to two

Community Investment Grant Program  
Work-plan Template

\*Insert additional rows as needed.

Month	Activity	Descriptions	Person(s) Responsible
Example: May	Create Program Outreach Materials	Program Brochures, Flyers, Access Channel Announcements, etc.	Program Coordinator

## Community Investment Grant Program Budget Worksheet

[illegible]

Heywood Healthcare Charitable Foundation  
Community Investment Grant Program  
Budget Narrative Template

Line Item	Description	Expense Detail	Total Cost
Example: Program Coordinator	Provides oversight and coordination of grant activities	\$20 hr X 5 hrs/wk X 32 weeks = \$3,200	\$3,200
<b>Total</b>			<b>\$</b>