2017 Community Implementation Funding

Frequently Asked Questions (FAQ)

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Q: **How should I complete the FTE% section we want fund 100%? Should we put 100% FTE?**

A: No. FTE is a percentage of the staff's total time that will be spent on the project. If the staff member will be spending 10% of their time on this specific project you want funded. Please indicate .10 or 10%.

Q: **Can provide some information on what range the funding amounts will be in or if there is a range for how much we can request for our project?**

A: We anticipate funding projects between $ 3,000 - $ 35,000. However, we do not want to discourage applicants who request a higher amount. If your project is funded, the actual funding amount may be less than what was requested.

Q: **Can you talk more about applying for projects that involve collaborations? Should organizations apply separately for projects they are collaborating on or would you first encourage submitting joint applications?**

A: We leave that up to the applicants to decide, especially, if both organizations want to have separate fiscal sponsors. Though it you do decide to apply separately, we would recommend that each of the applications should include a mention of the collaborating organization and describe the nature of the collaboration and activities.

Q: **Are there any resources you would recommend to find out more about regional transportation initiatives and campaigns.**

A: Yes, you could start by reviewing the list of Transportation resources under the Healthy Neighborhoods Tab on the Get Healthy website.

Q: **Could you please elaborate on the requirement that Get Healthy will not fund existing programs?**

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A: Get Healthy will only fund an existing program or initiative if it is being expanded or the scope and nature of the project is being changed in some way.

Q: **Please describe a project that is more advocacy-based.**

A: Being a public agency, Get Healthy cannot fund direct advocacy related work. However, an action-focused research project that includes research and then follow-up activities based on research findings would be an acceptable project. An example of such a project funded in 2014 was a youth-led action research project that lead to a recommendations and findings report and an engagement with local decision-makers to increase safety around transit, walking, and biking.

Q: **Why does Get healthy only fund year-long projects, especially since many of the policy related outcomes take longer than a year to achieve.**

A: In the past, we have given out funding for a few 2 year-long projects. However, Get Healthy Funding should be seen as a resource to help organizations and group pilot/start up a great idea or initiative they might have in mind. In essence, its aim is to help create a spark where by which, organizations can show project success and inspire other funding organizations to help carry the work further.

Q: **When you refer to school-based programs, does that include preschool (3-4 yr olds) or 0-5s?**

A: Absolutely, we are very interested in early childhood education, overall health and opportunities for 0-5 year olds.

Q: **I am considering a project that benefits walking and it will indirectly benefit seniors, low income, and other vulnerable populations. How directly must the project benefit these populations for me to check those boxes?**

A: Yes, the project must have a focus on vulnerable populations of which are listed in the community implementation funding document. We would welcome projects that in addition to supporting vulnerable populations have broader impacts as well.

Q: **We have a program that is an existing program in its template but it is a new program every year in content and presentation. Would this program be considered?**

A: We are interested in supporting new programs. However, if there is a structure that did not previously focus on place-based prevention, equity, or one of the four priorities and the content is brand-

new and it fits into an existing framework (example: youth engagement), we would certainly consider that project.

Q: **Would community-based research projects be considered for funding? It would be a new part of work aimed at changing environmental conditions and policy advocacy, etc.**

A: Absolutely, we are interested in supporting research or action research that engages the community and has a specific outcome related to the four priorities we would like to advance. If you look at the RFP, it does indicate the types of funding efforts we will support which are: community education, collaboration and partnership, city and regional planning processes, action-focused research, promotional systems change, and technical assistance to advance solutions locally.

Q: **Under the "Healthy Schools" objective, would your organization consider a project requesting funding for a portion of the time of instructional assistants that would help a school support reading in k-2 grades?**

A: This sounds like an existing project or effort, thought we would not be able to fund it. This is a small amount of funding and we look at this as an opportunity to pilot a project, expand on an existing effort or expand to the four priorities of the San Mateo County. We don't have the details of your particular project, but this seems to be focused on individual level education for children. This is not a train-the-trainer model.

Q: **Where does this funding originate? Is this considered government funding?**

A: Yes. It is local government funding. It originates from the County government.   The funding is from the Health Policy and Planning program within the Public Health Policy and Planning division of the San Mateo County Health System and is approved by the Board of Supervisors.

Q: **Can you explain not providing partial funding for project? funding projects with partial funding a little more?**

A: We certainly do support partial funding for projects. We are excited when projects have other resources of funding that they are bringing forth and are advancing. However, we do not provide funding for a project for which the majority (at least 50%) of the additional funding has not already been secured, since it raise questions about the viability and sustainability of the project.

Q: **What should an organization should do to be competitive?**

A: It would be a good idea to coordinate with other groups they're familiar with, that may be interested in the same types of projects, in order to make sure they were not duplicating proposals and/or

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considering collaboration. And, that it's always a good idea to consider the unique strengths or role their organization plays under any of our priority areas and focus on how their proposal will maximize this strength within -what may be -a crowded field.

Q: Can I submit more than one application?

A: Yes you can. Sometimes it can look scattered for an organization to submit multiple applications for different programs, especially if it looks like you are expanding your work just to chase funding. On the other hand, we know and appreciate that many organizations work on multiple issues that intersect with our priorities, and we welcome you to submit multiple applications. It's very unlikely we will fund more than one project from a single organization as the lead.

Q: What should I do if I would like to apply for an area of work that I think a number of other organizations will also be applying for?

A: Consider ways you might be able to collaborate on a project/application, and reach out to them if appropriate. We highly encourage partnerships. Whether you collaborate or apply alone, think about the unique strengths of your organization and build on these in your application.

Q: What kind of projects are you interested in funding within the Healthy Economy priority?

A: This is a relatively new area of work for us. In our RFP and strategic plan we lay out some of the objectives and some opportunities for action that we see. However, we're very excited to hear your ideas about how we can ensure that all San Mateo residents can meet their economic needs.

Q: Can my organization apply for funding for a collaborative project with one or more other organizations? If so, how?

A: Yes, we encourage collaborative applications. You can submit one application listing one organization as the fiscal sponsor and the others as subcontractors. In this case Get Healthy would issue payments to one organization and the sponsoring organization would pass the funds through. Alternatively, several organizations can submit applications to work together that reference their involvement in the project. Get Healthy would issue payments to multiple organizations.

Q: Can County departments apply for funding?
A: No. Only non-profit or other local government organization (excluding San Mateo County departments), including schools and school districts are eligible to apply. Projects that have San Mateo

County Department(s) as primary/lead applicants or include funding request for San Mateo County staff person's salary will not be considered for funding. However, it is acceptable for a County department to be listed as collaborator or partner on a project as long as the other organization is the lead applicant and fiscal sponsor.

Q: Can the Community Implementation Funding be used to match state funding I am applying for?

A: No. The community implementation funding cannot be used to match state funding or funding that has not already been secured.

Q: How will you review a proposal that is contingent on external factors (like other agencies policy decisions or ongoing decision making processes) that will not be resolved by the time we submit an application?

A: You might consider including more than one plan in your proposal that are based on potential outcomes of these external factors. For instance you could have a Plan A for a given outcome, and a Plan B for another outcome. If that is not possible, and the contingency will be resolved by the time funding is awarded, you could also submit two applications that detail the different approaches you would take in different situations—and tell us by when you will know about the contingencies. We would just ask you to withdraw one of the applications when you know about the contingency. Just know that we will be looking at the entire range of applications as a whole, so you might end up competing against yourself a bit if you submit two applications.

Q: Could Get Healthy funding be used to publish books or other publications?

A: Yes. The important thing to consider is whether and how a publication will advance your policy or systems change goals.

Q: Would you be able to fund a coordinator's staff time to coordinate a collaborative or coalition?

A: Yes, we do provide funding for staff time and strongly support collaborative projects.

Q: Can funding be used to implement an ordinance that may be passed after the November elections?

A: Yes, funding can be used for the implementation of any policies, laws or ordinances.

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Q: **Since there is a word limit for each of the questions in the application, can we include web links to provide additional background information on a particular aspect of the project.**

A: Yes, but remember that the reviewer may or not choose to visit the websites mentioned in your application, so be sure to include enough information so that a reviewer can understand your application without following links.

Q: **How should we describe outcomes for projects that will take more than a year to see results?**

A: The impact and success of policy and systems change related work is often not visible in the short-term and may take many years to come to fruition. So progress towards long-term policy and systems change goal(s) can be measured through incremental or short-and intermediate-term outcomes i.e. the changes or interim steps that might be achieved on the way to long-term change. So be sure to describe the milestones that you expect to achieve in the first year, as well as the longer-term outcomes that the project is intended to achieve. For additional information on identifying and including information on outcomes in the application, see the "Assessment Methods for Policy and Systems Change Efforts" document under the "Application Resources" section of the GHSMC website.

Q: **Is a copy of the contract successful applicants will sign available in advance?**

A: Yes, we can share a template of the contract, which includes all the legal requirements and conditions that contracts have to

Q: **What is the average grant award amount?**

A: The funding amount varies anywhere from $5,000 to $35,000, with only 1-2 awards given at the higher levels.

Q: **Is the funding all or nothing? If we request $10,000 and that is too large a request, would you fund at a lower level?**

A: Yes, in that case we will reach out to you to determine if the project or modified version of the project could still be accomplished at the lower funding level.

Q: **Does Get Healthy support pilot projects?**

A: Yes, but be sure to describe how your pilot project will be evaluated and how will it contribute to the long term policy and systems level change.

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Q: **If we are applying for a project that depends on a collaboration of two or more organizations, should each organization submit separate applications?**

A: This is entirely up to you. This year we have added an optional question at the end of the application about collaboration, where you can fill in the details about the partners involved in your project and attach letter(s) of support.. If the work proposed by each organization can stand alone, it might be a good idea to apply separately to give each organization the best chances of being considered for funding.

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