

What to know before you apply for Health First Indiana Community Grant Funding for Marion County

Funding Description

The Marion County Public Health Department (MCPHD) is requesting applications for competitive funding to issue community grants that must include measurable and specific improvement in Marion County in one (1) or more core public health services. The purpose of this Request for Applications (RFA) is to award community grants for the purpose of improving health outcomes and preventing or reducing the prevalence of the health issues related to the core public health services. In awarding the community grants, the MCPHD shall prioritize:

- (1) Directly provided core public health services within MCPHD jurisdictional areas;
- (2) Currently operational local health care providing entities including hospitals, clinics, physicians, pharmacies, and home health agencies;
- (3) Evidence-based practices to achieving desired health outcomes, including the use of behavioral incentives; and
- (4) Initiatives that contract collaboratively with proven outcome-based health improvement providers or services.

MCPHD and the Indiana Department of Health (IDOH) have identified priority core public health service areas, key performance indicators (KPI) and measurable metrics for activities which include but are not limited to:

- Maternal and Child Health
 - Direct or warm referrals/linkages to care and resources
 - Improved birth outcomes through evidence-based programs such as safe sleep, breastfeeding, healthy eating, and physical activities
 - Prenatal Services
 - Education
 - Testing
 - Mental Health/Substance Disorder
 - Immunizations
 - Postpartum Services
 - Mental Health/Substance Disorder
 - Breastfeeding Support and Education
 - Infant Safety
 - Community Assistance
- Chronic Disease Prevention
 - Services that prevent and reduce chronic diseases such as obesity, diabetes, cardiovascular disease, hepatitis C, and cancer.
- Immunizations – Child and Adult
 - Vaccine clinics that meet the vaccination needs of the county and flexibility to meet the unique needs of all residents regardless of insurance status.
- Access to and Linkage to Clinical Care
 - Connect residents to clinical resources such as substance use disorder, health screenings, infectious disease testing and prenatal care.

- Student Health
 - Implement comprehensive strategies to address substance abuse in schools.
 - Provide whole child health including physical, mental and student health and well-being.
 - Enhance vaccination efforts to ensure childhood vaccine requirements are addressed.
 - Support evidence-based education on nutrition and physical activity.
- Trauma and Injury Prevention
 - Deliver harm reduction for substance use, peer recovery and rehabilitation services.
 - Establish trauma and injury prevention initiatives.
 - Educate and promote fall prevention, gun safety, substance abuse, suicide prevention.
- Fatality Prevention Initiatives
 - Identify and implement evidence-based programs or activities for prevention initiatives.
- Tobacco Prevention and Cessation
 - Implement tobacco and vaping prevention and cessation programs addressing youth and young adults.
- Health-Related Areas during Emergencies/Disasters
 - Provide links to public health and public safety delivering equitable access during health-related emergencies/disasters.
- Infectious Disease Prevention and Control
 - Testing
 - Referrals and Treatment
 - Community Outreach
- Lead Case Management and Risk Assessment
 - Testing
 - Home Services
 - Education

Funding Amounts

Funding Levels	Amounts	Approximate Funding Pool
Level A	Less than \$25,000	\$1,000,000
Level B	\$25,001-\$75,000	\$2,000,000
Level C	\$75,001-\$300,000	\$3,000,000
Level D	\$300,001 and above	\$4,000,000

Proposal Requirements

Each proposal must include the following elements:

- ✓ **SMART** Objectives for describing the proposed project:
 - **Specific** - What exactly is going to be accomplished and for whom?
 - **Measurable** - Is it quantifiable and can it be measured?
 - **Attainable/Achievable** - Can the objective be accomplished in the proposed time frame with the resources and support available?
 - **Relevant** - Will this objective influence the desired goal or strategy?
 - **Time bound** - When will this objective be accomplished?

- ✓ Identify the area and population served by the proposal to be delivered within the population served by MCPHD.
- ✓ Identify the promising practices or evidence based programming to prevent or reduce the prevalence of health issues or improve the health and/or behavioral health of Marion County residents.
- ✓ Identify measurable and specific improvement(s) in one or more of the core public health services within a defined cohort. The cohort may be defined by any health, demographic, or geographic criteria, or any combination of these.
- ✓ Description of how the proposal will address/impact health gaps in core public health services.
- ✓ Time frame to achieve the proposed measurable improvement(s).
- ✓ Overall budget summary of project expenditures and attach Itemized breakdown with justifications.

Reporting Requirements

Awardees will be required to submit the following reporting elements:

Awardees will be required to submit four (4) reports in any grant award year comprised of three (3) standard quarterly reports and one (1) final/annual report in accordance with the following timelines and on supplied templates provided by the MCPHD.

- Q 1 report due March 31st
- Q 2 report due June 30th
- Q 3 report due September 30th
- Q 4/Final Report due December 31st

A person awarded a grant shall report de-identified aggregate information concerning the implementation of the core public health services grant and metrics concerning the core public health services to MCPHD as required by IC 16-20-1-12(e).

A Core Public Health Service Key Performance Indicator and Metrics document will be maintained on the Health First Marion County website:

<https://www.marionhealth.org/HFI>

The required metrics for each of the quarterly reports for all awardees will contain information such as:

- What accomplishments occurred during the reporting period?
- De-aggregated demographic data (Numbers, Languages, Project focused sub-topic categories);
- Health barriers addressed by the project during the reporting period;
- Additional metrics defined within the grant proposal itself as applicable; and
- Outcomes of any activity related to the funded project/program
 - Provide any additional gaps or amendment needed to achieve improvement

Award Mechanism

Upon receiving the notification of award, MCPHD will draft a contract reflective of the awarded total, key deadlines, allowable activities, and any relevant administrative reporting to be completed by the awardee. In accordance with Indiana law, all local health departments must post all RFA/Contracts to the public for at least thirty (30) days before they may enter into the final contract with an entity if the agreement is for the provision or administration of core public health services using the Local Public Health Fund. MCPHD will post the perspective RFA and contract template on the [MCPHD website](#). Once the required posting time has been completed and successful awardees are notified, they are expected to return a signed contract within fifteen (15) business days of receipt.

***Awardees must acknowledge that their applications, contract, de-aggregated data, and project progress reports may be shared publicly unless otherwise protected by law.**

Eligibility Information

In accordance with IC 16-46-16-.7(2), eligible applicants include an individual, employer, employer association, nonprofit organization, for-profit organization, institution of higher education, health insurance plan, health ministry, or any combination thereof such as a health coalition providing core public health services in partnership with MCPHD.

Application and Submission Information

Annual Application Process	Date
2025 Community Funding Cycle Opens	October 15 th
Application Due Date	November 18 th 11:59pm
Review Period	November 19 th to December 15 th
Notifications of Award	On or After December 16 th
Grants Issued for Signature Period	On or Before January 1 st
Award Period Begins	January of Award Year
Award Period Ends	December 31 st of Award Year
MCPHD may award additional contracts after the Award Period begins date for priority projects able to be completed and reported in accordance with the annual award period.	

Application Submission sections

- I. General
 - I. Applicants must describe how they are well-suited to administer the core public health services under this award, including how the applicant is positioned to be successful in providing core health services.

- II. Applicants should demonstrate that they understand the purpose of the funding and the challenges associated with the priority area to be funded.
- II. Project Proposal
 - I. Applicants must identify one or more core public health service(s), clearly describe the activities to be funded, and provide specific measurable improvement metrics within the described population. The population may be defined by any covered health issue, demographic, or geographic criteria, or any combination of these. A cohort defined using demographic criteria may include criteria based on employment in a particular industry or having particular job duties.
 - i. Indicate an estimated number of people expected to benefit from the proposed activities.
 - ii. Indicate what cities, towns, unincorporated areas, and/or zip codes are expected to benefit from the proposed activities.
 - II. Applicants must outline the timeframe to achieve the proposed measurable improvement(s) described above. The timeframe in which an initial proposed measurable improvement is achieved may not be more than two years.
 - III. Budget with core public health service justifications.
 - i. Applicant will include a budget for all proposed expenses associated with project activities including the following:
 1. A statement of justification for the requested funding amounts for all activities.

Submission Requirements and Deadlines

To be considered for this competitive funding, a completed application must be received by MCPHD no later than November 18, 2024, at 11:59 p.m. Eastern time. Applications must be submitted to Marion County Public Health Department using the following email: HFI@marionhealth.org. All sections of the application must be fully completed to be considered a viable application submission for consideration. Applications missing any section will not be reviewed. Application submission does not guarantee an award.

Application Review

Review Criteria

The following criteria will be used to review all submitted applications:

- I. Overview and applicant agency description
 - a. Demonstrable expertise and understanding of grant purpose.

- b. Provides a clear description of the agency and the proposed core public health service collaborative effort.
- II. Project proposal
 - a. Clear purpose, scope, deliverables, and timeline of outcome evaluation;
 - b. Appropriate project scaling to population served within Marion County;
 - c. Inclusion and description of partners;
 - d. Use of evidence-based programming;
 - e. Measurable, specific improvement in core public health service(s) on specified population; and
 - f. How project addresses service equity for underserved and underinsured populations.
- III. Budget with core public health service justifications

Review and Selection Process

Eligible and complete applications will be evaluated for merit by MCPHD staff in accordance with the review criteria stated above. Submissions that do not comply with the technical requirements set in the RFA or as otherwise explained herein are considered nonresponsive and will be rejected. The review panel will be comprised of Marion County community members and public health experts. Recommendations for funding awards will be made to the Marion County Public Health Officer.

Additional Information

Award Notices

All applicants will be notified no later than January 1st, regarding award status and amount.

Awardee Responsibilities:

The award recipient will have primary responsibility for the following:

- I. Accomplishing the objectives and completing the deliverables listed in the final contract agreement.
- II. Providing the appropriate documentation for reimbursement.
- III. Providing quarterly and annual progress reports to MCPHD as required in the final contract agreement.

MCPHD Responsibilities:

MCPHD will have the primary responsibility for the following:

- I. Communicate with the awardee point of contact.
- II. Monitor the terms of the agreement.
- III. Disperse funding according to the terms of the contract agreement.
- IV. Provide technical assistance and guidance, as appropriate.
- V. Report as required to the Indiana Department of Health and Health and Hospital Board of Trustees.

PROJECTS/PROGRAMS/ITEMS WHICH WILL BE CONSIDERD FOR FUNDING:

Funds may be used for the following per the State of Indiana (this may not be an exhaustive list):

- Personnel
- Fringe
- Equipment
- Supplies
- Contractual
- Administrative (up to 10% of direct expenses)
- Incentives (ex. Gift Cards) that are specific to educational or a protective public health measure in nature and with prior approval by MCPHD
- Food/Beverages (contingent on being integral to the program/education initiative at hand)
- Growth and Collaboration Efforts
 - Contingent upon overall alignment needs of the specific Core Public Health Service area objective for 2025
- Sustainment of Current Programming
 - Depending on the Core Public Health Service area as well as the project/program in question.
- Other activities or purchases deemed appropriate by MCPHD.

PROJECTS/PROGRAMS/ITEMS WHICH WILL NOT/CANNOT BE FUNDED:

Funds may not be used for the following per the State of Indiana (this may not be an exhaustive list):

- Personal Items
- Items not related to IC 16-46-10-3 (*pursuant to changes made during the 2023 legislative session)
- Alcoholic Beverages
- Duplicate Payments and Overpayments
- Capital expenses not permitted by IC 16-46-10-3(c) (such as vehicles, motorized items, trailers, buildings/structures, renovations, etc.)
- Scholarships
- Donations
- State or Federal Lobbying or any Political Activity
- Food/Beverages (unless integral to the program/education initiative at hand)
- Any unallowable expenditure as determined by the Indiana State Board of Accounts
- Any expenditure not allowed by Indiana State Law
- Incentives (unless educational or a protective public health measure in nature and with prior approval by MCPHD)
- Other activities or purchases deemed inappropriate by MCPHD.

For More Information

Application, FAQ and more may be found on the Health First Marion County

website: <https://marionhealth.org/hfi>

General questions regarding this RFA and application process may be sent to the following email:

hfi@marionhealth.org

MCPHD reserves the right to amend this guidance to provide additional information or correct errors.