



Request for Proposal

2018 Grant Opportunity

Improving Conditions of Community Health in Jeffco

Introduction

Community First Foundation (the Foundation) is pleased to announce a grant opportunity to support nonprofit organizations/government entities working to improve conditions of community health of Jefferson County (Jeffco) residents. This grant opportunity aims to support a wide-range of organizations providing services or support to Jeffco residents. Areas of service or support could include food security, early childhood development, arts and culture or access to health care and affordable housing, to name a few.

This grant opportunity is open to any eligible organization that did not receive a grant award from the 2017 *Improving Conditions of Community Health in Jeffco* grant opportunity from Community First Foundation.

Eligibility

Organizations wishing to apply for the 2018 grant opportunity must meet the following criteria:

- ❑ **Did not receive a grant award from the 2017 Improving Conditions of Health in Jeffco grant opportunity.** If your organization received a grant award from the 2017 *Improving Conditions of Community Health in Jeffco* grant opportunity, then you are not eligible to apply for this grant opportunity.
- ❑ **Services to Jeffco residents.** Organizations must already be providing services or support to Jeffco residents. Funding requests can be made to support or expand existing work in Jeffco. Organizations do not need to be headquartered in Jeffco in order to apply.
- ❑ **Registered 501(c)(3) nonprofit or government equivalent.** Eligible applicants must be recognized by the IRS as tax exempt under Section 501(c)(3), government equivalent or fiscally sponsored by a 501(c)(3) nonprofit entity. The following are not eligible for grants from Community First Foundation:
 - Individuals
 - For-profit organizations
 - Fundraising events
 - Private foundations
 - Other foundations or nonprofits that distribute money to recipients of its own selection

- Endowments
 - Organizations that practice discrimination of any kind
 - Organizations that do not have fiscal responsibility for the proposed project
- **Addressing conditions of community health.** Grant proposals must align with one or more of the conditions of community health detailed below (economic stability, education, social and community context, health and health care, neighborhood and built environment).
- **Willing to share data.** The Foundation intends to use the information about the organizations that apply to inform a broader collective impact approach that is in development in Jeffco. Applicants must be willing to allow the Foundation to use or share information contained in the grant application to inform community-level data initiatives and establish a network that will be accessible to a public audience.

Background and Overview

The Foundation has strong roots and a special relationship with Jefferson County as a result of [our history](#) with Lutheran Medical Center. To honor our heritage, we look for funding opportunities to make a positive impact in the quality of life in Jefferson County and build a stronger community.

The Foundation is committed to being a trusted and value-added partner in advancing healthy communities in Jeffco. The Foundation recognizes that improving quality of life is complex and depends on various conditions at the community level that affect individual health. These conditions are often referred to as “social determinants of health” and include economic stability, education, social and community context, health and health care and neighborhood and built environment. These social determinants of health are designed to classify ways to create social and physical environments at the population-level that promote good health for all.¹



The Foundation has adopted the term “conditions of community health” to better reflect the integral role of community in addressing these health factors. The nonprofit sector’s contribution to these conditions of community health are significant. Community First Foundation is committed to supporting this work in Jeffco over the next year by providing this grant opportunity.

¹ Healthy People 2020 Approach to Determinants of Health: <https://www.healthypeople.gov/2020/topics-objectives/topic/social-determinants-of-health>

Conditions of Community Health Framework for 2018 Grant Opportunity

The Foundation’s framework for the Improving Conditions of Community Health in Jeffco grant opportunity will guide us in selecting grant recipients. It is modeled after the [Healthy People 2020’s social determinants of health framework](#), which we believe captures the areas many nonprofits are already working to improve the Jeffco community’s health. Table 1 below lists examples of key components, which help clarify the types of activities that many nonprofits engage in to improve conditions of community health.

Table 1: Conditions of Community Health Framework

Conditions of Community Health	Key Components
Economic Stability	Poverty
	Employment
	Food Security
	Housing Security
Education	High School Graduation
	Enrollment in Higher Education
	Language and Literacy
	Early Childhood Education and Development
Social and Community Context	Social Cohesion
	Civic Participation
	Discrimination
	Incarceration
Health and Health Care	Access to Health Care
	Access to Primary Care
	Health Literacy
	Mental Health
Neighborhood and Built Environment	Access to Healthy Foods
	Quality of Housing
	Crime and Violence
	Environmental Conditions

The conditions of community health are often accompanied by population-level indicators that provide a barometer on how we are doing as a community to improve the ways people live, learn, work, play, grow and age. We evaluate our progress toward improving conditions of community health through population-level indicators, such as life expectancy and birth weight.

Grant Opportunity and Requirements

This grant opportunity will support nonprofit organizations and government entities whose work is improving the Jeffco community in any of the areas defined by the Conditions of Community Health Framework. Each application will be rated on the following criteria:

- **Track-Record**
 - The organization’s Jeffco effort demonstrates strong, existing impact in one or more conditions of community health with clear organizational capacity to achieve impact.
- **Best practices or evidence-informed practices**
 - The organization applies the best available evidence from research and/or evidence built from program evaluation to inform and implement its Jeffco effort.
- **Goal-Oriented**
 - The organization can articulate clear, measurable and plausible program and performance goals for its Jeffco effort.

Available Funds and Award Amounts

Grant funds will be made available through an open, competitive grant opportunity with individual grant awards ranging from \$5,000 to \$25,000. This grant is a one-time opportunity with the grant period lasting 12 months, from September 2018 through September 2019.

The Foundation’s intent is to support or offset a portion of the costs organizations incur through their work in Jeffco. Applicants should consider the combination of operating and program expenses used to support Jeffco residents. If selected to receive funding, the Foundation will determine the specific grant award amount in the range of \$5,000 to \$25,000.

Application Procedures

Qualified applicants are encouraged to submit an online application for the Improving Conditions of Community Health in Jeffco grant program through the Foundation’s online application portal at app.smarterselect.com/programs/49639-Community-First-Foundation

For reference, a copy of the application questions are included at the end of this document.

Deadline to Apply

Organizations that meet eligibility requirements may submit applications no later than **5:00 p.m. MDT on Thursday, April 26, 2018.**

Key Dates

March 19, 2018	Grant opportunity announcement
April 26, 2018	Deadline for application
Aug. 2018	Grantees notified
Sept. 2018-Sept. 2019	Grant period
Oct. 2019	Final reports due

Additional Information

If you have questions about your organization's eligibility, or programmatic and budget questions, please contact Jennifer Griffis, program associate, at jgriffis@CommunityFirstFoundation.org or 720.898.5907.

If you have any technical questions about the online application, such as creating an account or uploading an attachment, please contact Paul Mulligan, grants administration manager, at pmulligan@CommunityFirstFoundation.org or 720.898.5918.

About Community First Foundation

Since 1975, Community First Foundation has been helping generous donors and innovative nonprofits come together to improve the quality of life and create positive change in Jefferson County, the Denver metropolitan area and beyond. We serve as a connector, partner, collaborator and resource to fuel the power of community for the greater good. We are proud to use our energy, leadership and trusted stewardship of financial resources to energize giving across our state, strengthen nonprofits, support donors and find new ways to address community needs. For more information, visit CommunityFirstFoundation.org.

Copy of Application Questions (reference only)

Note, to submit an online application please follow the application procedures on page 4. A copy of the application questions can be found below, to serve as a reference for prospective applicants.

1. Applicant Overview

Applicant Information

1. Grant Contact Prefix *
 - Dr.
 - Mr.
 - Mrs.
 - Ms.
 - Other _____
2. Grant Contact First Name *
3. Grant Contact Last Name *
4. Grant Contact Job Title *
5. Grant Contact Phone Number *
6. Grant Contact Email Address *
7. CEO/Executive Director Prefix *
 - Dr.
 - Mr.
 - Mrs.
 - Ms.
 - Other _____
8. CEO/Executive Director First Name *
9. CEO/Executive Director Last Name *
10. CEO/Executive Director Job Title *

- 11. CEO/Executive Director Phone Number *
- 12. CEO/Executive Director Email Address *

Organization Information

- 13. Organization Legal Name *
- 14. Organization DBA (Doing Business As) or Trade Name. Only complete if different than Organization Legal Name.
- 15. Organization Address *
- 16. Organization City *
- 17. Organization State *
 - Colorado
 - Other _____
- 18. Organization Zip Code *
- 19. Organization County *
 - Adams
 - Arapahoe
 - Boulder
 - Broomfield
 - Denver
 - Douglas
 - Jefferson
 - Other _____
- 20. Organization Website *
- 21. Organization Classification/Status *
 - 501(c)(3)
 - Government Equivalent
 - Operating under fiscal sponsorship of a 501(c)(3) nonprofit organization
 - If operating under fiscal sponsorship of a 501(c)(3) nonprofit organization, provide name of fiscal sponsor.
 - If operating under fiscal sponsorship of a 501(c)(3) nonprofit organization, attach a copy of the fiscal sponsorship agreement.
- 22. EIN (Employer Identification Number)
Note: If program/organization is operating under fiscal sponsorship, provide fiscal sponsor's EIN. *
- 23. Organizational Background – Provide a brief background of the organization requesting funding. * (Maximum Number of Words: 500)

2. Organizational Information

This section of the application is related to information about your organization as a whole. Organizational Financials: Provide your organization's financial details. Asset size and budget amounts should match those presented in the financial attachments.

- 24. Total Asset Size *
- 25. Total Operating Expense for Last Fiscal Year *
- 26. Total Operating Revenue for Last Fiscal Year *
- 27. Has your agency been funded by a Colorado Foundation in the last 6 months? *

- Yes (If yes, please list funder name(s), date of grant award(s), and grant amount(s).)
 - No
28. Our organization's most consistent funding source is: *
- Business/Corporate
 - Events (include event sponsorships)
 - Fees/Earned Income
 - Foundation grants
 - Government contracts
 - Government grants (federal, state, county, local)
 - Individual contributions
 - In-kind contributions
 - Workplace giving campaigns
 - Other _____
29. Does your board engage in fundraising? *
- Yes (If yes, what percentage of the board contributes financially to the organization?)
 - No

Organizational Attachments

- 30. Year-to-date financial statements (current fiscal year, budget vs. actual). *
- 31. Audited financial statement or IRS Tax Form 990 for prior fiscal year. If 990 or audit is not complete for prior fiscal year, provide an unaudited statement of activities and balance sheet. *
- 32. Audited financial statement or IRS Tax Form 990 for next most recent prior fiscal year. *
- 33. Board of Directors List (include each board member's current title and organization). *
- 34. Proof of the organization's tax exempt status such as 501(c)(3) letter, government information letter, or other supporting documentation. *

3. Jefferson County Effort Information

Work in Jefferson County

The remainder of the application must be specific to your work in Jefferson County, whether it be a program or project or the full scope of your organization's work. If you provide a region-wide or state-wide program/project, please carve out the scope of work you expect to accomplish for the population you are serving in Jefferson County.

Jefferson County Effort Summary

- 35. Provide a brief program/project description of the Jefferson County effort for which you are requesting funding (i.e., how it works, how it meets Jefferson County residents' needs, and why the effort is designed the way it is (e.g., existing proven model, research, evidence/practice-informed). * (Maximum Number of Words: 500)
- 36. Service Area: Please list the geographic boundary where you serve the highest concentration of clients in Jefferson County (Required: List Jefferson County cities in which you serve the highest concentration of clients. Desired, but optional: List Jefferson County zip codes or neighborhoods in which you serve the highest concentration of clients.) * (Maximum Number of Words: 250)

37. Constituents Served: How many unduplicated Jefferson County constituents (residents) did this effort serve in the previous year? *

Conditions of community health affect nearly everyone residing in Jefferson County. Community First Foundation has adopted the Healthy People 2020 framework to classify these conditions of community health into the areas of: (1) Economic Stability, (2) Education, (3) Social and Community Context, (4) Health and Health Care, and (5) Neighborhood and Built Environment. You can learn more about social determinants of health here: <https://www.healthypeople.gov/2020/topics-objectives/topic/social-determinants-of-health>

38. Condition of Community Health: Select which condition of community health your Jefferson County effort most closely aligns with. *

- Economic Stability
- Education
- Health and Health Care
- Neighborhood and Built Environment
- Social and Community Context

39. Key Component: Select which key components of the condition of community health your Jefferson County effort most closely aligns with. *

Evaluation and Anticipated Impact

The next three questions relate to the anticipated impact of your Jefferson County effort. Our intention with this section of the application is to capture what your organization expects to achieve during the grant period (from September 2018 to September 2019) specific to your Jefferson County effort. If funded, Community First Foundation will build the performance measures you provide into the grant agreement as the deliverables you expect to achieve during the grant period. Community First Foundation does not expect your performance measures to match this exact timeframe, but should overlap. For example, your organization may set annual goals on a calendar year basis, so you may choose to prorate your total 2019 goals and report on the first nine months. Please use your own judgment on what you believe is reasonable to report out as you establish your performance measures.

The performance measures you set must be specific to your work in Jefferson County and include only your Jefferson County reach.

Community First Foundation adopted the Results-Based Accountability framework for measuring the performance of our grants. The Results-Based Accountability guide is a helpful tool in establishing clear performance measures and can be found here: <https://clearimpact.com/results-based-accountability>. Example performance measures can be found here: <https://clearimpact.com/results-based-accountability/example-performance-measures-can-use-program-service/>

Performance Measures: Please describe what your organization anticipates it will achieve by the end of your 2019 program year by answering the following performance measure questions using the future tense.

40. Performance Measure Question 1: What will we do? For the timeframe of the next program year, list output measures such as # clients served, # activities performed, etc.

Suggested format for answer: "By the end of [insert last program month] 2019, our organization will ... in Jefferson County." * (Maximum Number of Words: 250)

41. Performance Measure Question 2: How well will we do it? For the timeframe of the next program year, list process measures and/or quality measures such as % timely actions, % complete actions, client-to-staff ratio, staff turnover rate, unit cost, satisfaction rate, etc.

Suggested format for answer: "By the end of [insert last program month] 2019, our organization will ... in Jefferson County." * (Maximum Number of Words: 250)

42. Performance Measure Question 3: Is anyone better off? For the timeframe of the next program year, list outcome measures such as # and % of clients who showed improvement in skills/knowledge, attitude, behavior or circumstance.

Suggested format for answer: "By the end of [insert last program month] 2019, our organization will ... in Jefferson County." * (Maximum Number of Words: 250)

43. Optional Additional Information (use this section to include any additional information) (Maximum Number of Words: 250)

Attachments Related to Jefferson County Effort

44. Budget (include revenue and expense) for Jefferson County effort that Community First Foundation grant dollars would fund. The budget should consider the combination of operating and program expenses used to support Jefferson County residents. *
45. Budget narrative for Jefferson County effort that Community First Foundation grant dollars would fund. *
46. Evaluation strategy for the program(s) or service(s) that Community First Foundation grant dollars would fund. This attachment can be a narrative or visual model (e.g., theory of change model, logic model, Results Based Accountability model, or other evaluation framework). *
47. Key staff of Jefferson County effort (include short bios of your organization's executive director/CEO and project/program director, and any other key staff). *

*Required