



## 2020 Community Health Grants Program

# REQUEST FOR PROPOSAL

### 1. OVERVIEW

The Portage Health Foundation's (PHF) mission is to positively influence a healthier community through enhanced philanthropy and collaboration.

During the past two years, several requests have been made to support repairs, expansions, and upgrades to existing community recreational facilities throughout the four-county community. The Portage Health Foundation recognizes the important role these facilities play in our community's ability to live an active, healthy lifestyle and the overall contribution to quality of life for our citizens. This is the final year of PHF's three-year commitment for funding to improve the area recreational resources and help build healthier and safer communities while increasing access to healthy living.

This call for proposals is specifically addressing Portage Health Foundation's long-term sustainability goals of healthy living. Community Health grants provide support for activities or opportunities that promote healthy lifestyles which improve the overall health of a community.

All Community Health grants must align with the Portage Health Foundation's mission and in this call for proposal shall address **Community Recreational Facilities and Resources.**

### 2. REQUEST FOR PROPOSAL SOLICITATION TIMELINE

January 13, 2020	RFP Publicly Announced
February 3, 2020 3:30pm ET	Letter of Inquiry (LOI) Due*
March 16, 2020 3:30pm ET	Grant Applications Due
April 17, 2020	Grant Awards to be announced

\*Although not required, a Letter of Inquiry (LOI) is strongly encouraged!

All application information and LOI forms can be found at [www.phfgive.org](http://www.phfgive.org)

### **3. ELIGIBILITY**

To be eligible to apply for a grant under this program, the applicant must:

- Be recognized by the Internal Revenue Service as a 501(c)(3) non-profit organization; or a local unit of government.
- Be domiciled (incorporated) in Baraga, Houghton, Keweenaw, and/or Ontonagon counties of Michigan;
- Have a current certified financial audit and/or 990, 990-EZ or 990-N filing and;
- Have the necessary personnel to complete project and reporting requirements and;
- Have a current License to Solicit Charitable Contributions, unless exempt under MCL 400.283.

#### **TO BE CONSIDERED FOR A GRANT, A PROPOSAL MUST:**

- Mobilize strategies that will enhance, expand or create new recreational resources that encourage healthy physical activities;
- Identify a clear path to long-term sustainability. Applicants must demonstrate how the grant activities will be sustained outside the grant period; and/or
- Be part of the overall “recreation plan” developed by the community where the project will be located.

#### **APPLICATION EVALUATION CRITERIA:**

The Portage Health Foundation will evaluate each application on the following criteria:

- Does the proposal have goals/objectives that advance PHF’s mission?
- Does the proposal identify an unmet community need/health risk?
- Does the proposal have measurable goals and objectives?
- Does the proposal have a budget that identifies and covers all necessary expenditures?
- Does the proposal identify a plan for sustainability?
- Is there potential to achieve significant long-term impact by implementing effective models or supporting needed innovation;
- Does the proposal demonstrate collaboration, including leveraging of other resources; and
- Does the proposal have the potential to be replicated in other settings, including opportunities for learning, knowledge dissemination, and to inform public-policy?

The Portage Health Foundation Grants Committee and the Board of Directors have sole responsibility for all grant decisions.

#### **APPLICATIONS EXCLUDED FROM FUNDING CONSIDERATION:**

- Loans;
- Litigation;
- Lobbying activities;
- Organizations that discriminate based on age, race, ethnic origin, religion, sexual orientation, disability, or gender;
- Proposals where granted funds will be used to maintain existing program(s) or solely fill a budget-gap for current services; and;
- Individuals or families and for-profit entities

### **4. GRANT AMOUNT**

The Portage Health Foundation expects to award up to \$100,000.00 towards successful proposals under this round of funding. There is no minimum grant amount and the maximum amount awarded under this RFP will be \$20,000.00.

## 5. APPLICATION PROCESS

Although not required, Portage Health Foundation strongly encourages all interested applicants to submit a [Letter of Inquiry](#) (LOI) prior to submitting a grant application. An LOI helps promote a clear understanding, collaboration, and project outcomes between PHF and grant applicants. Please approach the LOI as an abbreviated grant proposal that PHF can review to determine if a project matches our funding interests and is suitable for formal grant consideration. If an applicant has questions, they are encouraged to contact the PHF office prior to formal submission of the application or refer the PHF's FAQ section on PHF's web page.

All interested parties intending to apply for funding support are encouraged to visit PHF's website ([www.phfgive.org](http://www.phfgive.org)) to download an LOI and/or application.

### **Applications can be mailed to:**

Portage Health Foundation  
400 Quincy St. - PO Box 299  
Hancock, MI 49930

Or submitted via email to:

[info@phfgive.org](mailto:info@phfgive.org)

## 6. GRANTEE OBLIGATIONS

If awarded, applicants must agree to:

- Identify the Portage Health Foundation (and partners if required) as the source of funding in any program communications;
- Set specific outcomes for the proposed program, monitor progress toward achieving expected outcomes, and report progress on a regular basis to the Portage Health Foundation;
- Participate in any data collection and evaluation activities conducted by the Portage Health Foundation and/or its partners; and
- Participate in grantee gatherings and other activities that support dissemination of knowledge.

## 7. ACKNOWLEDGEMENTS

We would like to thank all the community organizations and municipal leaders who have provided counsel, input, and patience as we have worked to develop this funding opportunity.

**You make the difference. Together we make it possible.**

The Portage Health Foundation is a 501(c)(3) charitable organization that receives and contributes charitable donations which support the health needs of the community through enhanced philanthropy and community collaboration throughout Baraga, Houghton, Keweenaw and Ontonagon counties.