



**Frequently Asked Questions (FAQ)
BHC Collaborative for Family Resiliency
Building Trauma Resiliency Grants**

Q: Is it required to complete the Letter of Intent (LOI) to get the grant?

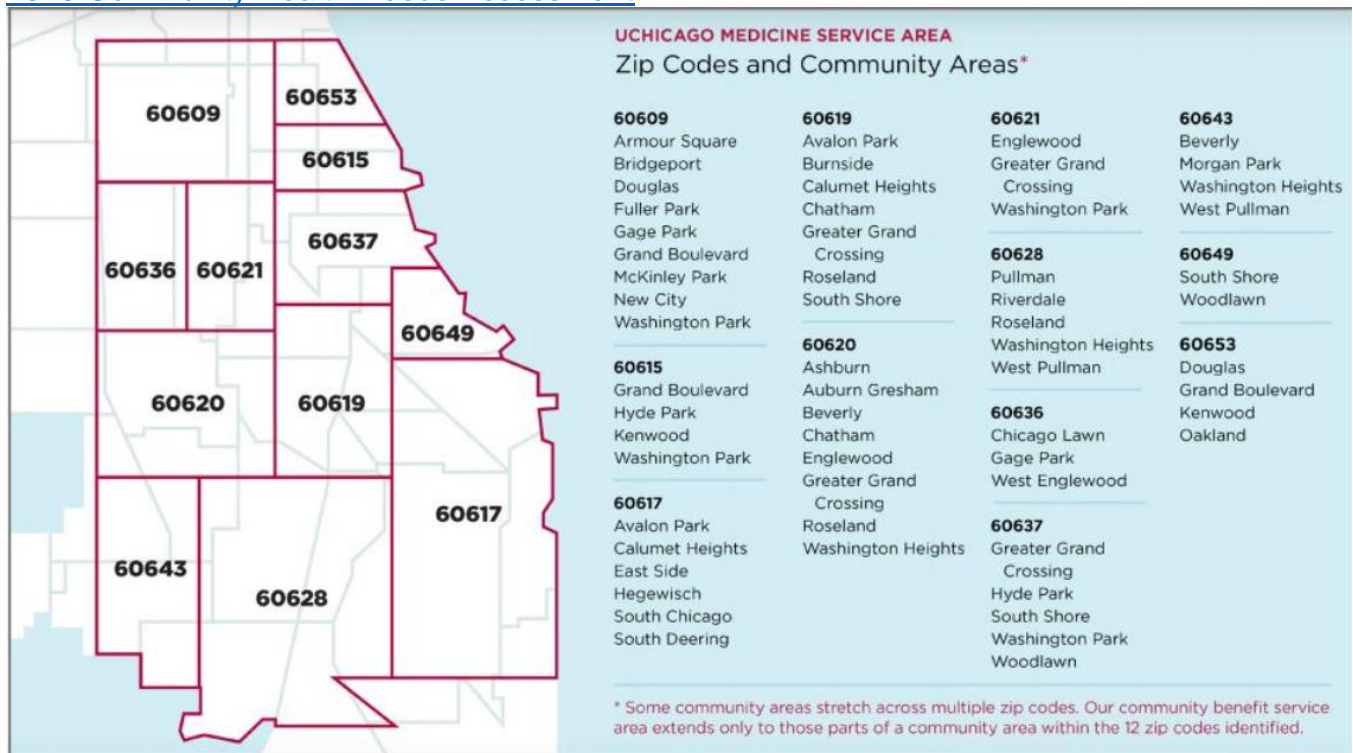
Yes. An LOI is due by **Tuesday, February 25, 2020 5PM CST** to be eligible to complete the full RFP. The RFP must include the name of the organization, a contact person (name, title, phone), and a short description of the proposed program. **The LOI cannot be longer than 1 page.**

Q: What is the website address where the Request for Proposals (RFP) is located?

<https://www.uchicagomedicine.org/about-us/community/grants-sponsorships>

Q: Where is the map of UChicago Medicine’s community area located?

The map is provided below for your convenience. It is also located on p.15 of the [2018-2019 Community Health Needs Assessment](#).



Q: What is the target audience for the grants? Is it prioritizing youth, adults or a specific age?

The target audiences are children, age 21 and younger, and families in the 12-zip UCM service area that are directly affected by experiences of violence and/or trauma.

Proposed programs must work towards a goal of ensuring children and families receive services necessary for building resiliency and achieving long-term, holistic recovery from the immediate and long-lasting effects of trauma caused by gun violence, physical violence, family and domestic violence, sexual abuse, and/or child abuse and or neglect.

Q: Is there a preference on size of organization that will be funded? Larger, longer history vs. grassroots?

No. There will be no preference given to organizations based on size. All applicants that meet the standard eligibility requirements are encouraged to apply. We have given violence prevention grants to smaller grassroots agencies via summer rapid cycle grant opportunities and via 12-month community benefit grant opportunities.

Q: I see there is a maximum number of pages for certain documents, is there a minimum number of pages per section? Will be penalized if shorter?

No, there is no minimum page requirement per section. No organization will be penalized for submitting an application below the maximum number of pages.

Q: Is the 12-zip UCM Service Area a priority or the only geographic area eligible?

This is the only area eligible for funding. 100% of all funded programs/services must be implemented within the 12-zip UCM Service Area for residents of this geographic area: 60609, 60653, 60636, 60621, 60615, 60637, 60620, 60619, 60649, 60643, 60628, 60617.

Q: Are you looking for the program site to be located in the UCM Service Area or where our clients live?

In order to qualify for grant funding, organizations must implement 100% of the proposed program/services within the 12-zip UCM service area, and must target residents of the UCM Service Area.

Q: Has this grant been done before?

No, this is the first grant cycle offered under the BHC Collaborative for Family Resilience. BHC Collaborative for Family Resilience grants will be offered over the next 5 years. This does not automatically guarantee multi-year funding for selected grantees.

Q: Are there examples of organizations that have been funded in the past?

This is the first RFP process we've administered under the BHC Collaborative for Family Resilience. That being said, UCM has given grants via an RFP process to organizations addressing other priority health needs such as asthma, diabetes and childhood obesity. Examples of these partnerships can be found in our community benefit reports located [here](#) or at the link below.

<http://www.uchospitals.edu/about/community/benefit/publications.html>

We have given smaller violence prevention grants to agencies implementing summer programs. While this RFP is much larger and the guidelines are different, examples from the summer grantees can be found via the following links for [FY17](#) and [FY18](#) grant cycles.

Q: Is there an opportunity for renewal on BHC grants?

Yes, there is an opportunity for renewal. The Grant Review Committee will convene to determine an option for renewal for respective grantees, towards the end of the funding period.

Q: Are you allowed to apply as separate organizations *and* as a collaborative or collective?

No. Organizations can apply as either: 1) an individual entity or 2) a collaborative/collective with other organizations.

If applying as a collaborative, a lead agency should be listed on the application. Collaboration and partnership is encouraged for all grantees, however, organizations are not eligible for cumulative funds as both individual organizations and as part of a collective.

Q: If you apply as a collaborative/collective can you ask for a greater amount?

No. Proposed collective efforts will be considered as one applicant in this grant process. Collective applications do not automatically determine higher award amounts.

Q: Are you allowed to apply for BHC grants and Rapid Cycle Grants?

Yes. If your organization meets the eligibility guidelines in both RFPs, then you can apply for both. BHC and Rapid Cycle grants are separate but related funding opportunities that can be used to support ongoing programs and services.

Q: Can we apply if we're an organization that works in other areas of the city/state/country AND serves the UCM Service Area?

Yes. In order to qualify for grant funding, organizations must deliver 100% of the specific program outlined in their proposal in the UCM Service Area.

Q: How will final decisions be made on the grants?

UCM's Trauma Care and Violence Prevention workgroup of UCM's Community Advisory Council, in partnership with UCM's Urban Health Initiative team, will be selecting grantees, providing support, and monitoring grants in both categories. The UCM Grant Review Workgroup adheres to a strict conflict of interest policy and selects potential grantees based on the merits of each proposal.

Q: What are the required metrics/outcomes for the grant?

Proposed program and/or service objectives and activities are required to align with the following 5 intended outcomes:

- Reduce violent re-injuries among the following target audiences: children and/or families. Children are defined as anyone age 21 and younger. Family is not strictly defined in recognition of varied family structures organizations may serve.
- Increase access to trauma care (e.g. comprehensive social services, mental health, substance abuse programs or services)
- Increase children and family engagement in violence prevention and/or recovery programs or services
- Increase care providers' (e.g. parents, family members) capacity to care for individuals affected by trauma
- Provide wraparound resources to support the holistic needs of children and/or families experiencing trauma, linking them to specialized counseling services and other community-based social supports

In addition to those above, applicants can include their own program-specific outcomes in the evaluation section. All outcomes, objectives, activities, indicators/metrics, and timeframes must be included in the Appendix A: Evaluation Measures section of the application.

Q: How do I submit my application documents?

Submit your application documents as email attachments. Send emails to communitybenefit@uchospitals.edu. All files should be **clearly named** and submitted as **word documents or PDFs only**.

Q: Will the team be sending out the PowerPoint Presentation shown on the Webinar?

Yes, a PDF of the PowerPoint slides will be shared with all who registered for the webinar, and will also be posted to the grants webpage.

Q: Must all participants disclose types of violence/trauma experienced?

UCM does not require program participants to provide record or disclosure of their experiences. Organizations should communicate the program goals and intended audiences during recruitment, however there is no disclosure expectation or requirement for UCM grant reporting.

Q: Must all outcomes be achieved?

No. It is not required that all 5 UCM/BHC outcomes be incorporated into the proposed program. However, proposals will be assessed based on depth of program/services described to address outcomes as well as the number of UCM/BHC outcomes addressed.

Q: Define “Family of Choice”.

Family of choice is used to recognize all family structures, and extend funding opportunities to organizations serving families that do not fit the definition of “immediate” or “biological” families.

The concept is intended to capture the commitment of chosen, rather than fixed, relationships and ties of intimacy, care and support. The 'non-heterosexual' form of families of choice is often seen as the clearest example of this phenomenon. More information can be found [here](#).

Q: Do we have literature on all this information and required documents to give to organizations that might benefit from this?

The RFP contains a background section with footnotes, a glossary, and references section for some brief and helpful information. In addition, all applicants are highly encouraged to review the [2018-2019 UCM Community Health Needs Assessment](#). This in-depth assessment is conducted every 3 years, generating a substantial report on areas of greatest need in UCM Community Service Area.

Q: Will there be an invitation to apply after the submission of LOI?

No, there will be no formal invitation to apply. All applicants that meet the LOI requirement are eligible to submit a full application.

Q: Since there are only 2-4 grants, is there an internal discussion of how many youth and/or family member this grant aims to serve? Or will high-quality programs serving smaller numbers of trauma-affected youth also be competitive for funding?

As stated in the RFP, grants will be considered based on number of clients served with the funding, **and/or** on the depth of service engagement with participants from the identified audiences. Both types of proposals will be given full consideration and are both competitive for funding. We have historically awarded violence prevention grants to small grassroots agencies via rapid cycle grant opportunities and via 12-month community benefit grant opportunities.

Q: How many proposals does this grant anticipate receiving?

This is the first RFP process administered under the BHC Collaborative for Family Resilience, thus we do not have an estimate of expected submissions.

Q: If we have follow-up questions as we review the materials, who is the appropriate contact person?

All questions can be sent to Leif Elsmo, UHI Executive Director of Community Affairs, at Leif.Elsmo@uchospitals.edu.

Q: Does the applicant for this grant need to be a 501(c)3 CBO?

Yes. Applicants must provide their tax ID number in the applicant information section of their narrative.

Q: After an LOI has been submitted, how do we get notified if our LOI has been received?

Applicants will receive a confirmation email response within 1 business day to confirm receipt of their LOI.

Q: Can this grant be used to fund ongoing operations or does this also include program expansion?

Yes. This grant can be used to fund ongoing operations or to expand an existing program. Proposed programs/services must be implemented within the UCM Service Area, serve residents of the UCM Service Area, and demonstrate a readiness to serve.

Q: Can indirect costs such as professional development, staffing, or technology support be covered through this grant?

The primary purpose of this grant is to fund direct programs or services for community members. Applicants should not apply for funds solely for technology, program space, or other indirect costs.

Q: Does UCM or a partner have a resource list of professional organizations working on violence recovery/prevention, or is this best researched by applicant independently?

Our partners at the Chicago Center for Youth Violence Prevention have shared a helpful resource for applicants, [The Bronzeville Youth Program and Youth Resource List](#), created as part of the Greater Bronzeville Action Planning process.

Q: Once the LOI have been submitted, do we just send an application for the grant?

Yes. All applicants that submit an LOI with the required information by **Tuesday, February 25th 5PM CST** can submit an application for the grant.

Q: Do community-based programs that serve multi-generational families meet the edibility requirements?

Yes. Please see the definition of “family of choice” also addressed in this FAQ.

Q: Please clarify when the LOI and Application is due.

Letter of Intent Due Date: Tuesday, February 25, 2020, 5PM CST
Application Due Date: Tuesday, March 10, 2020, 5PM CST

Q: Will there be any collaboration with the South Suburban region which Ingalls is part of UCM? There are increases in trauma related incidents in the region, are there any plan to address this?

For this specific RFP, there will not be collaboration with the South Suburban region or our Ingalls campus. We recognize that the impacts of trauma and violence extend beyond our UCM Service Area, and work closely with partners including Ingalls and Advocate Christ Medical Center to support the broader southland area.

Q: Who should I contact with questions?

If you have any questions, please contact the community benefit program by email at communitybenefit@uchospitals.edu or call (773) 834-7868.