



AT THE FOREFRONT
UChicago
Medicine

UNIVERSITY OF CHICAGO MEDICINE
URBAN HEALTH INITIATIVE
SOCIAL DETERMINANTS OF HEALTH GRANT
REQUEST FOR PROPOSAL

Letter of Intent Due Date: Friday, July 31, 2020, 5PM CST

Application Due Date: Friday, August 14, 2020, 5 PM CST

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NOTE FOR ALL APPLICANTS

The following grant guidelines will help you prepare your proposal and assemble the required documentation. Proposals for the Social Determinants of Health grant must be submitted by the application due date.

Prior to submission, please review all information in the table of contents on background, eligibility criteria, types of projects funded, instructions for completing the grant, the review process, and the submission and timeline. This application can be accessed online here:

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

PART I. OVERVIEW INFORMATION

- A. Funding Organization:** University of Chicago Medicine, Urban Health Initiative
- B. Request for Proposal:** Social Determinants of Health Grants
- C. Announcement Type:** New
- D. Dates:**
 - 1. Date for Informational Webinar: Friday, July 17, 2020, 2:30 PM CST
 - 2. Due Date for Letter of Intent (LOI): Friday, July 31, 2020, 5 PM CST
 - 3. Due Date for Applications: Friday, August 14, 2020, 5 PM CST

E. Executive Summary

UChicago Medicine (UCM) will provide grants to partner organizations via a request for proposal (RFP) process. The goal of this funding, in alignment with the UCM Strategic Implementation Plan, is to reduce inequities caused by social determinants of health—including lack of food. With the recent health crisis with COVID-19, social inequities in health are profoundly, and unevenly, impacting morbidity and mortality. Many social determinants of health can have a considerable effect on COVID-19 outcomes. In recognition of the need for additional streams of funding available to South Side social service organizations, these grants aim to provide critical resources related to one or more of the following social determinants of health: access to care, food insecurities, and/or workforce development to increase employment opportunities.

Funding for the 1-year project period will be awarded to agencies or organizations that implement programs or services to address **SOCIAL DETERMINANTS OF HEALTH (food insecurity, access to care, or workforce development)**, a UCM priority health area outlined in the [Strategic Implementation Plan](#). Grant amounts will be based on how many clients are served with the funding, and/or on the depth of service engagement with participants from the identified audiences.

Applicants must align one or more of the program or services objectives with the following intended outcomes:

1. **Increase access to food for patients with food insecurities**
2. **Increase access to care for patients without a usual source of primary or specialty care**
3. **Increase employment opportunities for community members living in our 12 zip- code service area through workforce development**

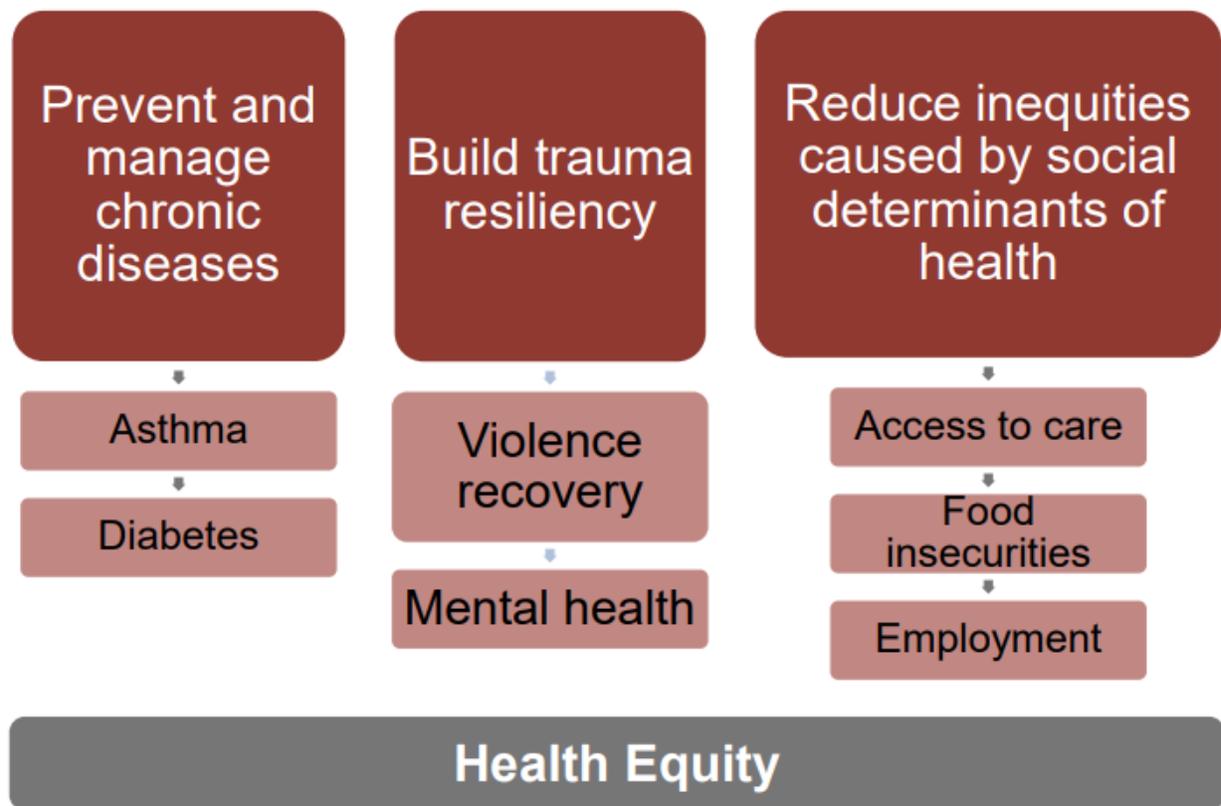
The results of grantees' collective efforts will impact progress towards UCM's goal of ensuring community members in our service area receive vital services which reduce inequities caused by social determinants of health.

- F. Range of Number of Awards:** 2-3 Awards
- G. Range of Award Amounts:** \$25,000 - \$50,000
- H. Total Project Period Length:** 1 year, with potential to renew
- I. Cost Sharing or Matching Requirement:** No
Cost sharing or matching funds are not required for applicants. Leveraging other resources and related ongoing efforts to promote sustainability is strongly encouraged.

PART II. BACKGROUND

UCM will sponsor a grant initiative designed for the community benefit program that extends financial support to local non-profit, community-based organizations that provide programs and initiatives to under-resourced populations in our 12 zip-code service area. The grant initiative aligns with one of the three primary health priority areas outlined in the Framework for Community Benefit Priorities (Fiscal Years 2020—2022) – Reducing inequities caused by social determinants of health, with a particular emphasis on food insecurity, access to care, and employment.

Figure 2: Framework for Community Benefit Priorities (Fiscal Years 2020-2022)



Health is determined by circumstances and environment. Social determinants of health are conditions in the environment in which people are born, live, learn work, play, worship and age that affect health outcomes and risks, functioning and quality-of-life.¹ Research has long established that socioeconomic inequities are key drivers of health outcomes, with some estimating that 80% of health outcomes are attributable to these social, economic and environmental conditions, in addition to health behaviors.² For example, low-income individuals are more likely to have chronic disease, including higher rates of diabetes and coronary heart disease.³ Healthcare leaders now understand that in order to have a healthier community, we must address social determinants of health using broad approaches.⁴

As on one of the few hospitals - and the only academic medical center - located in the South Side of Chicago, UChicago Medicine focuses its community benefit efforts on a 12 zip-code service area comprised of 35 of the 77 community neighborhoods in Chicago. This 73 square mile service area inhabits approximately 625,700 residents, of which the majority are historically under-resourced and minority populations; 78% African-American, 12% Hispanic/Latino.⁵ According to results from the [2018-2019 Community Health Needs Assessment \(CHNA\)](#), the population in the UCM service area have high rates of diabetes, with some of the highest rates of chronic disease and mortality rates in Chicago.

UChicago Medicine's service area is impacted by inequities caused by social determinants of health in a variety of ways. Many community members have trouble accessing medical services with all 12 UCM service area zip-codes classified by the federal Health Resources and Services Administration (HRSA) as health professional shortage areas for primary care and mental health. It is not uncommon for community residents to not have adequate access to healthy foods. In fact, the Greater Chicago Food Depository estimates that half (49.5%) of residents in the UCM service area experience food insecurity. Moreover, unemployment and underemployment can create financial instability which can influence access to healthcare services. Unemployment rates for adults over age 16 in UCM service area (20.9%) is double the unemployment rate in the city of Chicago (10.9%).

UChicago Medicine's Urban Health Initiative is committed to addressing these social determinants of health and is driven by health equity: that all community members should have the opportunity to attain their full health potential, regardless of social position or other socially determined circumstances. To partner with the South Side community in this effort, UChicago Medicine formed a Community Advisory Council that includes an Adult Health Workgroup. The Adult Workgroup of UCM's Community Advisory Council will aid in the decision making and management of this grant.

ELIGIBILITY CRITERIA

Who Should Apply? Organizations or coalitions seeking funding for proven and promising practices, backed by evaluation data, in social determinants of health with a focus on access to care, food insecurity and/or employment.

To be eligible for a grant from the UCM Community Benefit Social Determinants of Health Grant program, organizations must meet the following criteria:

- J.** Applicant must be a 501(c)(3) nonprofit.
- K.** Applicant must deliver the majority of services by meeting one of the following:
 - a.** Majority of program operations must be offered in UCM service area
 - b.** Majority of people served/participating must be residents in UCM service area
- L.** The program, service, or project must pertain to **SOCIAL DETERMINANTS OF HEALTH**, a UCM priority health area outlined in [UCM Strategic Implementation Plan](#)
- M.** Applicants must provide services to all regardless of race, religion, sex, gender identity, age, disability, national origin or sexual orientation. UCM is committed to building an inclusive, diverse and culturally competent community.

- N.** All proposals must include SMART objectives (Specific, Measurable, Attainable, Realistic, and Time- Bound) that align with UCM defined metrics. **PLEASE COMPLETE APPENDIX A (separate attachment)**
- O.** All proposals should use the provided worksheet templates to track progress of granted dollars, goals, target metrics, etc. noted to date, as aligned with the UCM strategic framework and evaluation measures outlined in Appendix A.
- P.** Applicants must identify a UCM Research Collaborator to partner with in their proposed program. This research collaborator may assist with any aspect of the project, but should specifically help with the rigorous evaluation of the program's effectiveness through the implementation of a scientific, outcomes-based plan. Five percent of the project budget must be allocated to support partnering with a UCM Research Collaborator on the evaluation, though funds may not be allocated for faculty salary/effort, (PLEASE COMPLETE Appendix B). The funds for the UCM Research Collaborator will be withheld from the grant award paid to the grantee and allocated to the faculty through internal transfers. UCM will host a virtual meeting to connect applicants with Research Collaborators in July or August 2020. Please contact Catina Latham at catina.latham@uchospitals.edu with questions regarding this process.

EXCLUSIONS

Generally, grants requesting the following types of support are excluded and will not be considered:

- Applications from partisan political organizations.
- Applications from for-profit organizations.
- Applications requesting support for fund raising activities such as sponsorships, advertising or event tickets (see Sponsorship Program Overview).
- Applications from individuals.
- Applications for memorials or endowments.

TYPES OF PROJECTS FUNDED

UChicago Medicine is committed to reducing inequities caused by social determinants of health within its 12 zip-code service area. The UCM SDOH Grant will increase the community's capacity to address these social, economic and environmental conditions impacting health outcomes, especially in light of the current COVID-19 crisis. Priority will be given to projects that address one of the social determinants of health outlined in [UCM's Strategic Implementation Plan](#) as well as another priority health area. For example, projects that provide food resources to diabetes patients will be scored higher than those projects that are just addressing food insecurity.

UCM will accept proposals requesting funding for **12 months** for proven and promising practices, backed by evaluation data, in reducing inequities caused by social determinants of health with a focus on access to care, food insecurity and employment. UCM and the Adult Health workgroup will revisit the option for renewal of each grantee at the end of the grant period.

Only one application per organization will be accepted for this round of applications for FY2021. In order to be eligible for consideration, proposed projects must address UCM's goals and objectives for reducing inequities caused by social determinants of health on the South Side of Chicago.

INSTRUCTIONS FOR COMPLETING THE GRANT APPLICATION

LETTER OF INTENT

Please provide a Letter of Intent to express your interest in applying for this grant. The letter should include the name of your organization, the contact person (title and phone) and a short description of your proposed program. Also, please identify the faculty member that your organization will be collaborating with on this project if you have identified them. If you have not identified a faculty collaborator before the LOI is due, a meet and greet event with faculty will be scheduled after the LOIs are received.

Please email the Letter of Intent to communitybenefit@uchospitals.edu by Friday, July 31, 2020, 5PM CST.

APPLICATION

For the grant application, please respond to the following in a separate document. Do not exceed page limits. Proposals should use 1" margins, 11 or 12-point font.

PART I: APPLICANT INFORMATION

1. Name of Organization:
2. Tax ID:
3. Mailing Address, City, State, Zip:
4. Tax Status:
5. Contact Person and Title:
6. Contact Phone:
7. Contact Email:
8. Submission Date:
9. Program Title:
10. Start Date of Program:
11. End Date of Program:
12. Organization's Website Address:

PART II: PROJECT DESCRIPTION (4-Page Maximum)

1. Describe your organization's mission, organizational structure, major accomplishments, and stakeholder engagement, to provide context for implementation of proposed program
2. Provide a thorough description of the program and its intended outcomes (outcomes must include, but are not limited to, those listed in the executive summary section on p.3). Description should include the following components:
 - a. **Needs** – what specific aspect(s) of social determinants of health does your program aim to address?
 - b. **Goals** – What is/are the goal(s) of your program, based on the identified needs?
 - c. **Target Audience** – which audience(s) will your program target to ensure progress? Provide detail with regard to zip codes and/or neighborhoods in the

- UCM Service Area, and with regard to populations served by the program.
- d. **Objectives**– what are the program objectives? How do the objectives align with UCM (required) and program-specific (optional) outcomes?
 - e. **Activities**– what will the program and program staff do to move these target groups toward intended outcomes?
 - f. **Resources/Inputs**– what is needed from the larger environment for successful implementation of activities?
 - g. **Relationship of activities and outcomes**– which activities are being implemented to produce progress on which outcomes?
3. What is the current stage of your proposed program’s development and/or implementation?
 4. What factors and trends in the larger environment may influence the proposed programs success or failure?

PART III: Organizational Experience (2-Page maximum)

1. What is your experience addressing social determinants of health?
2. How is addressing social determinants of health aligned with your organization’s mission? What aspects of your program address social determinants of health?
3. Please list any other key organizations you will be partnering with and their level of commitment to working with you on this initiative (Please attach any letters of commitment from potential partners).
4. What is your experience and approach to components like program design and engaging program/service participants?

PART IV: Budget (1-page maximum including Appendix B; 1-page max does NOT include the copy of your organization’s annual budget)

1. What amount of funding dollars are you requesting?
2. Please attach a complete description of the proposed project overall budget, anticipated funding and justification for each line item. USE APPENDIX B.
3. Please provide a copy of your organization’s annual budget. Please also list major sources of revenue for your organization.

PART V: Evaluation (1-page maximum, NOT including separate Appendix A table)

1. What is your experience using data and community/constituency engagement to develop strategies and activities with clear impact and performance measures?
2. What is your experience with evaluation and performance measurement, and using that process to support continuous learning and program improvement?
3. Briefly summarize how your organization will measure the performance and impact of the program or initiative and the methods it will use to evaluate its effectiveness (e.g. case study reviews, interview protocols, logs). Please ensure your objectives and measurement techniques are Specific, Measurable, Attainable, Realistic, and Time-Bound (SMART). **PLEASE COMPLETE THE EVALUATION MEASURES TABLE PROVIDED IN APPENDIX A.**
4. If you have existing process or outcomes data to demonstrate your program's or initiative's past performance and success, please include in your brief summary.

PROPOSAL REVIEW PROCESS

Proposals submitted by August 14, 2020, 5PM CST will be reviewed by the UCM Grant Review Workgroup, which will include leadership from UChicago Medicine, as well as community representation from the UCM's Community Advisory Council Adult Health Workgroup.

The UCM Grant Review Workgroup adheres to a strict conflict of interest policy and selects potential grantees based on the merits of each proposal. Once grant finalists are determined, virtual site visits will be scheduled with select grantees (required). Final grantees selected will be announced in September or October 2020.

Successful proposals must be submitted by the deadline and will be reviewed first to ensure eligibility criteria (p. 5-6) and page limits are met. Proposals meeting these requirements will then be evaluated and scored on the following:

PART II: Project description (35 points total) 4 Page maximum

- a. Project description and goals (20 points)
- b. Stage of project development or implementation (5 points)
- c. Recognition of external factors or trends that may impact program (10 points)

PART III: Organizational experience (25 points total) 2 Page maximum

- a. Experience working with under-resourced populations (10points)
- b. Experience implementing programs geared towards addressing social determinants of health (10 points)
- c. Experience and approach to partnering with the South Side community (5 points)

Part IV: Budget (20 points total) 1 Page maximum

- d. Budget showing each item and its cost (10 points)

- e. Justification for each item listed in the budget (5 points)
- f. Sustainability (5 points)

Part V: Evaluation Plan (20 points) 2 Page maximum

- a. Objectives in alignment with required outcomes and any additional outcomes (10 points)
- b. Activities, indicators, targets and timeframes completed for each section (10 points)

Part VI: Letter(s) of commitment from any collaborating community organization

AVAILABLE FUNDING

The grant award(s) will range from \$25,000 to \$50,000 for the grant period, which is for 12 months. Please note that 5 percent of the project budget must be allocated to support evaluation with the UCM Research Collaborator, though funds may not be allocated for faculty salary/effort (**see Appendix B**). The Grant Review Committee will determine the award amount based on the budget and the needs for the program. At the end of the grant period, the Grant Review Committee will convene to determine an option for renewal for respective grantees.

SUBMISSION PROCESS AND TIMELINE

To apply, please read and review this application form and submit the completed questions, documentation (e.g., evaluation measures, budget) and all necessary additional criteria (e.g., letters of commitment from collaborating organizations) to the UCM Community Benefit program at communitybenefit@uchospitals.edu.

Grant recipient(s) that are selected for funding must abide by the following branding guidelines of the University of Chicago Medicine should your program use printed or online materials:

- a. Please refer to UCM as the UChicago Medicine in all materials related to your program or initiative.
- b. Display approved UCM logo on printed materials, internet sites which advertise event or program.
 - UCM will provide your organization with the appropriate logos.
 - All promotional materials using the UCM logos must be approved by UCM Marketing and Communications before distribution.

REPORTING AND PARTICIPATION ACTIVITIES

Grantees that are selected for funding will be required to adhere to a reporting process that will be communicated at the time funds are awarded which will include site visits, progress towards goals, successes/challenges, financial statement of funds granted, and data collected. Grantees will be required to submit mid-point and end of grant reports on the progress and outcomes of their funded programs. Grantees may also be required to provide an oral presentation summarizing their program and outcomes.

Grantees will meet with UCM communications staff to discuss the best ways to share the organization’s story and the impact its project, program, or service has on improving community health. At no cost to the organization, UCM staff may create materials in the form of a written story, video package, and/or other digital storytelling that the organization can use to promote its work and secure additional funding. The materials may also be disseminated by UCM. The organization and UCM will review and approve all material before publishing.

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

- A. Informational Webinar: Friday, July 17, 2020, 2:30 PM CST
- B. Letter of Intent due: Friday, July 31, 2020, 5 PM CST
- C. Grant submissions close: Friday, August 14, 2020, 5 PM CST
- D. Virtual Site visits or follow up questions for selected candidates: Aug/Sept 2020
- E. Announcement of final grantees: Sept/Oct 2020
- F. Funds awarded in Sept/Oct 2020

APPENDIX A –SEE SEPARATE ATTACHMENT

Social Determinants of Health UCM Evaluation Measures

APPENDIX B – Budget Template (add more rows as needed)

Total Amount Requested: \$ _____

Expense Category	Requested Amount from UCM	Current or Anticipated Funding and Source	Total Budget Amount	Justification/ Explanation

RFP Glossary

Activities—In this RFP, activities refer to what are typically thought of as **process objectives**. These are the interventions delivered through program implementation in order to achieve the outcome objectives. What activities will your program and its staff deliver and how will these be delivered to move towards building trauma resiliency?

Food Insecurity— Food insecurity occurs when a household has limited or uncertain access to adequate food. Access to healthy foods is an important factor needed to support a healthy lifestyle.

Goal(s) – Broad statements about the impact to be achieved with your target audience, but generally apply to longer time periods such as five years. Goals do not typically include specific, measurable terms.

Indicators – specific information that will be collected and used to measure your program’s activities and objectives; performance benchmarks used to determine programmatic success.

Intended Outcomes— Broader statements describing the intended effects of the program in the program’s target audience. Specific to UCM and the BHC Collaborative and this RFP, these are defined, high-level goals that align with the UCM Strategic Implementation Plan and guide programs to address a specific health priority issue – trauma resiliency.

Objectives – In this RFP, objectives refer to **outcome objectives**. These are specific statements about outcomes to be achieved that are stated in measurable terms (i.e. SMART Objectives). The expected results to be achieved by the program.

Social Determinants of Health— Social, economic, and physical conditions in which people are born, live and work that affect their health and well-being.

Target audience – Those for whom a program and/or service is intended.

RFP References

1. Office of Health Promotion and Disease Prevention. Healthy People 2020. Available at: <https://www.healthypeople.gov/2020/topics-objectives/topic/social-determinants-of-health>
2. County Health Rankings & Roadmap. Available at: <https://www.countyhealthrankings.org/explore-health-rankings/measures-data-sources>
3. Robert Wood Johnson Foundation, 2008.
4. KFF 2018. Beyond Health Care: The Role of Social Determinants in Promoting Health and Health Equity Issue Brief. Available at: <https://www.kff.org/disparities-policy/issue-brief/beyond-health-care-the-role-of-social-determinants-in-promoting-health-and-health-equity/>
5. US Census Bureau (2010-2014). American Community Survey, Source geography: Tract.