

Community Grants RFP
Frequently Asked Questions
Updated March 13, 2023

1. Why is Anna Jaques Hospital (AJH) issuing a Community Grants RFP?

Anna Jaques Hospital (AJH), in partnership with the Beth Israel Lahey Health (BILH) system, is committed to providing the very best care and strives to improve the health of the people and families in its Community Benefits Service Area (CBSA). Through a comprehensive Community Health Needs Assessment (CHNA) conducted in 2022, AJH identified four major health priorities facing the community.

AJH will be awarding grant funding to community organizations that can implement programs and services to address these needs:

- Equitable Access to Care
- Social Determinants of Health
- Mental Health and Substance Use
- Chronic/Complex Conditions

2. How much funding is available?

AJH is investing approximately \$100,000 over approximately two years through this Request for Proposals (RFP) process.

3. What community will the RFP proposals need to focus on?

The priority cohorts for this RFP, determined based on AJH's most recent Community Health Needs Assessment are the following populations:

- Youth
- Older adults
- Low-resourced populations
- Individuals with disabilities
- Racially, ethnically and linguistically diverse populations

In addition, organizations must currently serve individuals in or across one or more of the following cities/towns that have been specifically identified as high priority cities/towns for this RFP:

- Amesbury
- Haverhill
- Merrimac
- Salisbury
- Newburyport

4. Who decides what health priorities AJH should focus on?

In 2022, after a robust and transparent community engagement effort that drew upon information collected from secondary data and community surveys, interviews, focus groups and listening sessions, AJH completed its [2022 Community Health Needs Assessment \(CHNA\)](#). Based on the findings of the CHNA and the input of the AJH's Community Benefits Advisory Committee, [2023-2025 Implementation Strategy \(IS\)](#) was created focusing the following four health priorities:

- Equitable Access to Care
- Social Determinants of Health
- Mental Health and Substance Use
- Chronic and Complex Conditions

5. What strategic focus areas will the Community Grants focus on?

Applicants must select one or more of the evidence-based/evidence informed strategies as outlined in AJH's [FY23-FY25 Implementation Strategy](#):

Equitable Access to Care

- Promote access to health insurance, patient financial counselors, and needed medications for patients who are uninsured or underinsured.
- Promote equitable care and support for those who face cultural and linguistic barriers.
- Support partnerships with regional transportation providers and community partners to enhance access to affordable and safe transportation to healthcare services.

Social Determinants of Health

- Support impactful programs that address issues associated with the social determinants of health.
- Support programs and initiatives that stabilize or create access to affordable housing.
- Support education, systems, programs, and environmental changes to increase healthy eating and access to affordable, healthy foods.
- Participate in multisector community coalitions to identify and advocate for policy, systems, and environmental changes that reduce and prevent food insecurity and/or housing challenges.

Mental Health and Substance Use

- Enhance relationships and partnerships with schools, youth serving organizations, and other community partners to increase resiliency, coping, and prevention skills.
- Provide access to high-quality and culturally and linguistically appropriate mental health and substance use services through screening, monitoring, counseling, navigation and treatment.
- Support a model that spans the continuum of care from inpatient to outpatient and community initiatives that identify and address mental health needs and substance use disorders.
- Participate in multisector community coalitions to identify and advocate for policy, systems, and environmental changes to increase resiliency, promote mental health, reduce substance use, and prevent opioid overdoses and deaths.

Chronic and Complex Conditions

- Provide preventive health information, services, and support for those at risk for complex and/or chronic conditions and support evidence-based chronic disease treatment and self-management programs.
- Support community-based programs/ initiatives that increase access to healthy foods and/or physical activity to support cancer survivorship.
- Participate in multisector community coalitions to identify and advocate for policy, systems, and environmental changes that reduce and prevent or provide needed supports related to cancer

6. Who decides where to award funds?

Anna Jaques Hospital formed an Allocation Committee made up of individuals who have disclosed any real or perceived conflicts of interest. The Allocation Committee includes AJH staff, AJH Department of Community Benefits representatives, residents, and local experts and representatives from the

Community Benefits Service Area. The Committee is tasked with overseeing a transparent, competitive process for awarding funds for local strategies that address the targeted health priorities and strategic focus areas.

7. When will Anna Jaques begin accepting applications for funding?

Visit the RFP page for the latest information about applying for funding.

8. How are applications submitted?

All applications must be submitted online through BILH's Community Benefits Database. To request a log-in/user id to access the database, please complete [this form](#).

9. Is there someone we can discuss potential ideas with as we try to decide what project idea to submit?

In the spirit of transparency and equity, AJH will not hold individual level conversations about specific programs or concepts. Prospective applicants are welcome to email their questions to janel.dagatalynch@bilh.org by March 8, 2024; all questions and answers will be posted and made publicly available.

10. Can an organization submit multiple applications?

No, organizations can submit a maximum of one application as a lead organization. An organization can be listed as a partner in multiple applications, though organizations should consider their capacity to complete their responsibilities as partners should multiple projects receive funding.

11. Will I get an automatic confirmation email when I submit my application through the CBD?

No. You will not get an automatic email. You will indicate the date of submission, and the form saves that date. If you reopen your application, you will see a submit date on the bottom. This indicates it was officially submitted.

12. Are there resources to assist with constructing SMART Goals?

Yes. BILH offered several program evaluation workshops in 2023. The sessions are listed below and recordings are available via the links next to each one. You can download workshop materials [here](#).

Evaluation 101 and SMART Goals: <https://youtu.be/Bw8rKsknSQw>

In this webinar, we covered:

- The purpose of evaluation
- The program evaluation cycle
- Creating SMART (Specific, Measurable, Achievable, Relevant, Timely)
- Goals and incorporating inclusion and equity into your goals

Logic Models: <https://youtu.be/HWTXOpCcosA>

In this webinar, we covered:

- Understanding the purpose of a program logic model
- Creating a logic model for your program

Selecting Measures and Measurement Tools: <https://youtu.be/LSBtXS1LQfw>

In this webinar, we covered:

- Matching your logic model outcomes to measures
- Creating an evaluation and measurement plan
- Selecting the right measurement tools

Program Monitoring and Improvement: <https://youtu.be/gM462gBniNg>

In this webinar, we covered:

- Using your logic model to monitor progress
- Monitoring program fidelity
- Measuring participant and staff satisfaction

13. Why is there a place on the budget template for three years when the RFP is for two?

This is a template used for other grants. Please download a copy of the budget template. Only year 1 and year 2 are required to be completed.

14. Is purchasing/repairing of equipment and/or structures allowable expenses?

All infrastructure requests must be connected to one of Anna Jaques Hospital's health priorities and strategies listed in the [FY23-FY25 Implementation Strategy](#). The applicant must demonstrate in the proposal how the purchase/repair will directly impact the goal of the health priority area. If funded the applicant will be required to report on the impact the investment has had on the identified population.