

RFP Frequently Asked Questions

1. Why is Anna Jaques Hospital (AJH) undergoing a Community-based Health Initiative process?

Anna Jaques Hospital has purchased a second CT Scanner. The Massachusetts Department of Public Health requires this project to go through a Determination of Need (DoN) process. The process is used to promote health for all residents and to ensure health resources are fairly distributed across the state. The DoN process directs AJH to dedicate 5% of the total project cost towards a Community-based Health Initiative (CHI) to help improve the health and wellbeing of the members of the community that AJH serves.

2. How much funding is available?

Between 2024 and 2027, AJH is investing approximately \$82,000 through its Community-based Health Initiative (CHI) through this Request for Proposals (RFP) process.

3. What community will the Community-based Health Initiative 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:

1. Haverhill*
2. Amesbury
3. Merrimac
4. Salisbury
5. Newburyport

Priority will be given to proposals that provide regional/multi-community reach.

*AJH recognizes that the size and needs of the city of Haverhill are more substantial. This will be taken into consideration when reviewing proposals.

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

The AJH Community Benefits Advisory Committee (CBAC) is made up of leaders and local residents from AJH Community Benefits Service Area to inform and guide the Community-based Health Initiative process. 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

as part of the 2022 AJH Community Health Needs Assessment (CHNA) and 2023-2025 Implementation Strategy (IS), the CBAC identified Mental Health and Substance Use as its priority area of investment for this RFP process.

5. What strategic focus areas will the Community-based Health Initiative focus on?

Under the priority area of Mental Health and Substance Use, the CBAC identified two strategic focus areas. The first will support program models that span the continuum of care from inpatient to outpatient and community initiatives that identify and address mental health needs and substance use disorder. The second will support programs that provide access to high quality and culturally and linguistically appropriate mental health and substance use services through screening, monitoring, counseling, navigation and treatment.

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 and have confirmed that they will not be an applicant for Community-based Health Initiative funding. 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, public and competitive process for awarding funds for local strategies that address the health priorities and strategic focus areas identified by the AJH Community Benefits Advisory Committee (CBAC).

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:

<https://forms.office.com/r/jZyD5F8dAD>.

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.dagata-lynch@bilh.org by December 8, 2023; 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. Are applicants expected to use BILH evaluation metrics or can the organization use their own already in place?

We will work with you to review your current evaluation metrics and discuss if any changes need to be made. This will be addressed during the planning period, during the first 1-3 months.

12. Is this RFP replacing the small community grants you have been providing to organizations?

No, the CHI RFP is in addition to AJH's annual small community grants. We are planning to issue a Request for Proposal (RFP) in January for the community grants. This RFP will include all priority areas listed in AJH's [FY23-FY25 Implementation Strategy](#).