

## FUNDING OPPORTUNITY Grants for Community Engagement

The Los Angeles County Department of Mental Health (LACDMH) – through its Prevention and Early Intervention (PEI) funding and in collaboration with CalMHSA – will award grants to engage communities by fostering stronger connections between individuals and organizations within communities to help address contributing factors to mental health crises and contribute to mental wellbeing.

### Community Engagement Grants are intended to:

- 1) Create civic opportunities that promote interconnectedness within diverse cultural communities.
- 2) Distribute resources and messages throughout the county.
- 3) Increase awareness of and access to mental health services and resources.

### Who is CalMHSA?

The California Mental Health Services Authority (CalMHSA) a Joint Powers Authority, is an independent administrative and fiscal government agency, focused on the efficient delivery of California mental health projects for its members (including Los Angeles County). CalMHSA will be the administrative manager for these grants.

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Information and Grant Application are available at [CalMHSA](http://CalMHSA) and [Los Angeles County Department of Mental Health](http://Los Angeles County Department of Mental Health).

For any questions regarding this grant opportunity, please email [info@calmhsa.org](mailto:info@calmhsa.org).

## **Background:**

While crisis text and phone lines are essential tools for addressing individuals, they are relatively short-term measures utilized mainly at a point of crisis. LACDMH is seeking to focus on a longer-term preventive solution to the growing suicide epidemic – as well as other serious mental health challenges – by supporting community efforts to build long-lasting foundations of in-person interconnectivity. Such efforts, centered on community civic engagement and volunteerism, will help provide the structure and support for meaningful sustained engagement with individuals. That engagement and connectivity will be the bedrock from which to counter isolation, alienation, and other risk factors that can lead to depression, despair, and risk for suicide.

Individuals who are able to connect with one another in meaningful ways strengthen their own resilience while exponentially benefitting their community. Taking even minimal time to connect can help loved one, neighbors, colleagues, and members of the community in need while weaving a fabric of resilience and belonging to counter the challenges of today's digitally-connected (but often personally unconnected) world.

Recent studies and reports have demonstrated that a sense of purpose can aid in providing a sense of wellbeing and personal recovery from mental health concerns. Recovery can mean different things to different people, however, for many, recovery is about the realization of goals and the development of relationships and skills that support a positive life. While there is no universally accepted definition of recovery, one definition (often referred to as the “recovery model”) argues for the importance of building the resilience of people with mental health problems and supporting their identity and self-esteem. It is a strength-based approach that does not focus solely on symptoms and which emphasizes resilience and control over life's challenges. This model aims to help people with mental health problems move forward, set new goals, and take part in relationships and activities that are meaningful.

## **Grant Program:**

Grants will be awarded to engage communities and promote mental health and wellbeing through community and civic engagement. Currently, alienation from community and lack of meaningful connections in an individual's life contribute to risk factors for depression, opioid and alcohol addiction, and suicide. The methods for fostering meaningful connection may take various forms and should be targeted to engage audiences in a wide variety of ways, including but not limited to: community health fairs, volunteer efforts, concerts, community picnics, artistic/creative engagements, symposiums, outreach activities, and team sports.

Regardless of the nature of event, the importance of community and meaningful connections with family, neighbors, colleagues, and communities should be promoted through messages and resources, using culturally-appropriate language(s) and methodology.

To call attention to this work and its importance, funded projects are expected to take place during (or just prior to) Mental Health Awareness Month in May 2019.

## **Who Is Eligible to Apply?**

The following types of applicants are eligible:

**Note: eligible agencies must serve Los Angeles County residents with no- or low-cost health or social services**

- Non-profit agencies
- For-profit agencies
- Faith-based organizations
- Schools
- Individuals (**grants to individuals are taxable income**)
- Other entities dedicated to carrying out diverse community engagement efforts to help promote stronger community ties and civic engagement in the furtherance of individuals' wellbeing
- **A maximum of five (5) applications for an organization (each of which would need to service a different population group or event) and three (3) applications for an individual will be considered.**

Successful applicants will:

- 1) Demonstrate willingness and ability to address health and wellbeing as a key focus for diverse community engagement in ways that encourage individuals to forge stronger ties and connect with one another.
- 2) Confirm operational capacity to facilitate engagement efforts reaching community opinion leaders and/or community target audiences.
- 3) Promote activities through existing or new partnerships as well as local media outlets.
- 4) Illustrate the practical results that the requested grant amount will generate in terms of achieving success.
- 5) Identify the existing community context/circumstances that demonstrate significant interest in the project.
- 6) Utilize and promote materials provided by the LACDMH consistent with related campaigns and messaging.
- 7) Provide the required evaluation (see **Terms of Payment – page 5**).

If you are uncertain about qualifying to apply, please contact us at [info@calmhsa.org](mailto:info@calmhsa.org).

## **Grant Selection Process and Criteria**

Grants of up to \$5,000 will be awarded based on available funding and successfully meeting the criteria outlined below. Award amounts will vary depending on the scope of activities and community engagement/reach proposed in the application.

**Selection Process:**

All applications will be reviewed for eligibility and completeness. *Incomplete applications or submissions (i.e. unsigned application, missing documentation, etc.) will not be considered.* A panel of experts will review applications against the criteria below and recommend those suitable for grants. Final approval will be determined by LACDMH.

**Selection Criteria:**

- The proposed project addresses the funding priorities.
- Evidence that the proposed project is warranted.
- Evidence that the applicant has the necessary skills, knowledge, community connections, and experience to accomplish the project.
- Clear description of the proposed project.
- Likelihood that the proposed project will benefit individuals with mental health conditions and improve their wellbeing.
- Proposed budget that is clear, complete, and demonstrates applicant ability to successfully implement the project.
- Strategy to evaluate the success of the project.

**Grant Amount and Timeframe**

Grant awards will range between \$1,000 and \$5,000 based on criteria outlined in the application below. An informational webinar will occur on **March 14, 2019**. The deadline to submit the grant application is **April 5, 2019**. The grant period is from **April 15, 2019** through and including **June 15, 2019**. Final reports on grant accomplishments will be due no later than June 28, 2019.

**Timeline**

March 5, 2019	Grant application released
March 14, 2019 10:00AM	Informational webinar for more information on the grant program and application <a href="https://tinyurl.com/yxlu4vfc">https://tinyurl.com/yxlu4vfc</a>
April 5, 2019	<b>Applications are due by 5:00PM to <a href="mailto:info@calmhsa.org">info@calmhsa.org</a> or CalMHSA 3043 Gold Canal Drive, Suite 200 Rancho Cordova, CA 95670</b>
April 15, 2019	Grant awards announced
April 15 – June 15, 2019	Grant period
June 28, 2019	Final project report due to CalMHSA

## **Reporting Requirements and Payment Terms**

Grantees will be required to submit a final report to CalMHSA at the conclusion of the proposed event(s).

**The terms of each grant will include reporting that details the following:**

- 1) Organization name, event title, date(s) event occurred, and full address of event location.
- 2) Number and types of efforts to implement the Community Engagement activities.
- 3) Approximate number of people reached through Community Engagement activities.
- 4) General demographic information of audience(s), to the extent applicable.
  - After the Community Engagement activities have concluded, collect (verbally, written, or electronically) responses from target audience(s) using the below (or similar) questions:
    - *Are you more aware of mental health services and resources in your community?*
    - *Do you have a better understanding of health and wellbeing?*
    - *Are you more likely to tell a family member, friend, coworker, or neighbor about mental health services and resources?*
    - *Are you more likely, as a result of this information and/or engagement, to seek out mental health services and resources?*
- 5) Methods through which Community Engagement was promoted throughout the community (e.g. news releases distribution of fliers, posters, email campaigns, social media posts, etc.)
- 6) Photos, materials, etc. that capture the Community Engagement activities, if applicable. ***(Photos and social media posts require a signed media release)***
- 7) Event media coverage: both day-of and pre-event promotion (if applicable).
- 8) Final event report detailing outcomes at the conclusion of Community Engagement activities.

### **Payment:**

- 1) Funding awards will be issued in two installments. 75% of total grant award will be issued **upon approval of award**, with the remaining 25% of funding being issued **upon submittal of final event report and approval**.
- 2) Payments will be issued within fourteen (14) calendar days of notice of approval.
- 3) Submittal of application and final report(s) does not guarantee payment. Both the application and final report must be reviewed and approved by CalMHSA prior to release of funds.

### **Awardee Selection(s):**

Awardee selection will be based on the quality of the proposal/application and the ability demonstrated to create an environment that improves community and/or individual health and wellbeing. Please submit all inquiries regarding selections to [info@calmhsa.org](mailto:info@calmhsa.org).

The grant period is April 15, 2019 through and including June 15, 2019. All project activities must be completed no later than June 15, 2019 **(no exceptions)**.

## **ADDITIONAL IMPORTANT INFORMATION**

Upon receiving a grant award notification, awardees will be required to execute a mini-grant acknowledgement form (to be provided by CalMHSA).

**Failure to execute a mini-grant acknowledgement form within 5 days of award notification will result in immediate forfeiture of grant award.**

## Grant Application

Please answer the questions below in the order presented. Applications must be in Microsoft Word format, typed in Times New Roman 12pt. font, double-spaced with 1" margins, signed by an authorized individual, and delivered via email or postal mail no later than April 5, 2019.

**ALL applications must be submitted with a copy of your organization's W-9 in order to be considered for award.**

Applicant:

Mailing Address:

City:

State:

Zip:

Contact Name:

Title:

Contact Phone:

Contact Email:

Web Address (if applicable):

Requested Community Engagement Grant Amount: \$ \_\_\_\_\_

By signing this application, you commit to the following:

- 1) Implementing your community engagement project as described in your application.
- 2) Promoting Community Engagement throughout your area.
- 3) Completing reporting requirements in an accurate and timely manner.

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name and Title: \_\_\_\_\_

**In no more than five (5) pages, please answer the following questions:**

- 1) Briefly describe your (individual or organizational) involvement in mental health and community engagement activities. What makes you qualified and capable of doing this work?
- 2) Please describe your planned Community Engagement project to promote a sense of purpose and wellbeing. What do you intend to do? Who will be involved in designing and implementing the project? Please identify any other organizations, business, or groups that you plan to work with (if applicable), and describe their role in the proposed project. How do you intend to promote the project to maximize success?
- 3) Briefly describe why you want to undertake your proposed project. Why do you think that this would have value and improve the sense of purpose and wellbeing of individuals with some form of mental health challenge? Why do you believe this event will bring in community members that are not already engaged in health and wellbeing programs, events, or service?
- 4) Who do you plan to target or include for your proposed project, and where? For instance, your audience description might include (as appropriate): age; cultural, ethnic, or racial affiliation; homeless status; or other descriptors. How many people do you intend to engage through your proposed project? Please list all ZIP codes that will be targeted or included.
- 5) What do you intend to achieve through your proposed project? How will participants or the targeted audience benefit, and how will you measure your success?
- 6) Budget:
  - A. Provide an itemized budget that illustrates how the total grant amount will be allocated for the planning and execution of the Community Engagement activities.
  - B. Provide a brief budget narrative that explains the basis of your calculations in order to help us understand how you arrived at your amounts, including any relevant considerations that have bearing on these calculations. Please note that figures provided in the text of the proposal will be compared against the figures outlined in the budget, to ensure matching totals. If you have additional funds for this project, please describe in the budget narrative.

(1 page double-spaced, max.)



Allowable costs include, but are not limited to:

- Travel stipends for individuals attending the event (*amount not to exceed \$50.00 per individual*)
- Stipends for key individuals or community members promoting or working the proposed event (*amount not to exceed \$100.00 per individual*)
- Food
- Venue costs
- Art/activity supplies
- Media and event promotion
- Social and traditional media for the target audience(s) that increase awareness on wellbeing and health
- Printed and collateral materials

**SEE NEXT PAGE FOR SAMPLE BUDGET FORM AND NARRATIVE**

**SAMPLE BUDGET FORM:**

COSTS	TOTAL
<b>A. PERSONNEL-ADMIN/SUPPORT STAFF</b>	
1. Program Staff	
2. Administration/Support	
<b>TOTAL PERSONNEL COSTS</b>	
<b>B. SERVICES AND SUPPLIES</b>	
1. Production/reproduction of materials	
2. Office Supplies	
<b>TOTAL SERVICES AND SUPPLIES</b>	
<b>C. EQUIPMENT</b>	
1. Equipment	
<b>TOTAL EQUIPMENT</b>	
<b>D. FACILITIES</b>	
1. Facility Costs	
<b>TOTAL FACILITIES</b>	
<b>E. OTHER COSTS</b>	
1. Specify	
2. Specify	
<b>TOTAL OTHER COSTS</b>	
<b>GRAND TOTAL</b>	

**SAMPLE BUDGET NARRATIVE:**

- A. PERSONNEL \$000.00  
[Describe personnel costs, including number of people, positions, etc.]
- B. SERVICES AND SUPPLIES \$000.00  
[Describe all services being provided and supplies being procured, such as printing costs, advertisements, meals, training, etc.]
- C. EQUIPMENT \$000.00  
[Describe all equipment being procured and how intended to be used.]
- D. FACILITIES \$000.00  
[Describe any facility costs necessary for execution of your event.]
- E. OTHER COSTS \$000.00  
[Describe any additional costs associated with the execution of your event.]