

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.

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.

CalMHSa is the administrative manager for the grants. Awardees will submit their applications to CalMHSa and will receive funding (based on availability). Funds will be awarded to a wide variety of organizations and individuals and will be disseminated equitably through the Los Angeles region.

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.

Information and Grant Application are available at CalMHSa and Los Angeles County Department of Mental Health.

For any questions regarding this grant opportunity, please email info@calmhsa.org.

Background:

LACDMH is committed to ensuring a longer-term, “all-in, heart-forward”, preventive solution to the growing mental health needs of our community by supporting 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. That engagement and connectivity will be the bedrock from which to counter the negative impacts of social determinants of health, isolation, and other risk factors that can lead to depression, despair, and risk for suicide.

People who connect with one another in meaningful ways strengthen their own resilience while exponentially benefitting their community. Taking time to connect can help loved ones, 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.

Who Is Eligible to Apply?

The following types of applicants are eligible:

Note: Eligible agencies must serve Los Angeles County residents with no cost to attendees/community.

- 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
- Applicants awarded in past cycles are eligible. **However, if a previous awardee failed to complete their project and did not receive a final payment as a result, they do not qualify for future grant opportunities.**

ONLY ONE application per individual/organization is permitted. First submission received only.

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.

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.**

Selection Criteria:

Awards will be based on QUALIFIED first come, first serve submissions who have adequately addressed the following criteria: (An independent review panel will review all applications and make recommendations for final approval by LACDMH.)

- 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 have a positive impact on 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 and FAQ will be posted with the application on **January 6, 2020**. The deadline to submit the grant application is **February 3, 2020**. The grant period is from **March 1, 2020 through and including May 31, 2020**. Final reports on grant accomplishments will be due no later than **June 15, 2020**.

Timeline

| | |
|-----------------------------|---|
| January 6, 2020 | Grant application released |
| January 6, 2020 | Informational Webinar for more information on the Grant Program and application. |
| November/December 2019 | Community Presentations conducted within the 8 Los Angeles County Service Areas to assist with the application process. |
| February 3, 2020 | Applications are due by 5:00PM to info@calmhsa.org or Mail to: CalMHSA 3043 Gold Canal Drive, Suite 200 Rancho Cordova, CA 95670 |
| February 24, 2020 | Grant awards announced |
| March 1, 2020- May 31, 2020 | Grant period |
| June 15, 2020 | 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) Description of Event and/or Activities.
- 3) Number and types of efforts to implement the Community Engagement activities.
- 4) Approximate number of people reached through Community Engagement activities.
- 5) General demographic information of audience(s), to the extent applicable.
- 6) 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?*
- 7) Methods through which Community Engagement was promoted throughout the community (e.g. news releases distribution of fliers, posters, email campaigns, social media posts, etc.)
- 8) Event media coverage: both day-of and pre-event promotion (if applicable). ***(Photos and social media posts require a signed media release.)***
- 9) Provide photos and/or snap shots of social media posts, materials, etc. that capture the Community Engagement activities. *We strongly encourage awardees to capture their activities through social media. Some examples could be: to create a “hashtag” for your activity, tag “Why We Rise,” “LACDMH.”*
- 10) Final event report detailing outcomes at the conclusion of Community Engagement activities. This is the conclusion of the entire report; summarizing the event in its entirety, how you feel it was received by the community and if you feel the overall goals were achieved.
- 11) Please provide a final (actual) budget for our review. Pending total spent, adjustments will be made accordingly with final payment (reduction in final payment or reimbursement may be required).

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) **Payment will be issued to the address on current W-9.**
- 3) Payments will be issued within fourteen (14) calendar days of notice of approval.
- 4) Submittal of application and final report(s) does not guarantee payment. Both the application and final report must be reviewed and approved 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.

The grant period is **March 1, 2020 through and including May 31, 2020**. All project activities must be completed no later than **May 31, 2020** (no exceptions). Final reports are due **June 15, 2020**.

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.



California Mental Health Services Authority
3043 Gold Canal Drive, Suite 200
Rancho Cordova, CA 95670
Office: 916.859.4800
Fax: 916.859.4805
www.calmhsa.org

Grant Application

Please answer the questions below in the order presented. Applications must be signed by an authorized individual and delivered **no later than February 3, 2020** (electronic signature is OK).

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

Applicant:

Name on W-9 (if different from Applicant):

Mailing Address:

City:

State:

Zip:

Contact Name:

Title:

Contact Phone:

Contact Email:

Requested Community Engagement Grant Amount: \$

Project Title:

Proposed Event Date(s) or Time Frame:

Project Location (Full address including Zip Code and Supervisorial District (if known)):

Brief Description of Event (2-3 sentences):

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: _____



Funded by the voter approved Mental Health Services Act (Prop. 63)



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, where and how many anticipated attendees? 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 from your project, and how will you measure/evaluate 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/funds not to be used towards staff salaries/compensation*)
- 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 |
|---|-------|
| A. PERSONNEL-ADMIN/SUPPORT STAFF | |
| 1. Program Staff | |
| 2. Administration/Support | |
| TOTAL PERSONNEL COSTS | |
| B. SERVICES AND SUPPLIES | |
| 1. Production/reproduction of materials | |
| 2. Office Supplies | |
| TOTAL SERVICES AND SUPPLIES | |
| C. EQUIPMENT | |
| 1. Equipment | |
| TOTAL EQUIPMENT | |
| D. FACILITIES | |
| 1. Facility Costs | |
| TOTAL FACILITIES | |
| E. OTHER COSTS | |
| 1. Specify | |
| 2. Specify | |
| TOTAL OTHER COSTS | |
| GRAND TOTAL | |

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.]