



COMMUNITY HEALTH GRANT GUIDELINES AND APPLICATION

2022 Deadline: Monday August 1

Grant size: Grants up to \$15,000

If you would like to discuss your proposal, please contact info@humhealth.org to schedule an appointment with Director of Grantmaking, Craig Woods or call 707.267.9913

Proposals must be submitted as pdfs via email to info@humhealth.org

The Community Health Grant supports programs, projects and services that accomplish one or more of the following:

- Improve the health and wellbeing of Black, Indigenous, and People of Color and those experiencing systemic barriers to health and wellness in Humboldt County We are particularly seeking proposals from organizations serving these communities and addressing these issues:
 - Black, Indigenous and Communities of Color
 - LGBTQI+
 - Eastern Humboldt
 - Eel River Valley
 - Veterans
 - Mental and Behavioral Health
 - Substance Use Disorders
- Have potential to make significant community impact
- Are preventive or 'upstream'
- Bring people together to work on issues of community concern
- Connected to communities served

HHF makes grants for general operating support, programs, services, advocacy, organizing, civic engagement, capital campaigns, capital improvement projects, and racial equity training and consulting.

Eligibility Requirements

- Applicants must be nonprofit charitable or public benefit (federal tax exempt) organizations, public schools, Indian tribal governments, other government agencies, or have a qualified fiscal sponsor (this is an option for grassroots groups that might not have tax exempt status with the IRS; more information about fiscal sponsorship is available at <http://www.hafoundation.org/Grants-Scholarships/Fiscal-Sponsorship>). If you need help finding a fiscal sponsor, please contact info@humhealth.org or 707.267.9913.
- Organization/programs/projects must benefit communities in **Humboldt County**. All organizations from outside this service area must demonstrate that they are working with a county based group to develop and implement the proposed program/project. General operating support is not available to organizations based outside of Humboldt County.
- Grants cannot be made for the infrastructure, deferred maintenance or annual operating costs of public institutions, churches, services of special tax districts, or government agencies.
- Grants cannot be made for religious activities or projects that exclusively benefit the members of sectarian or religious organizations.
- Grant funds cannot pay for direct lobbying.
- Grants cannot pay for expenses that have already been incurred.

9. Describe your organization's leadership, how it reflects communities served, percentage of staff leadership that identifies as BIPOC, and percentage of board that identifies as BIPOC

10. **Complete the Program/Project Budget Form**—showing total costs, other funding sources and how HHF grant would be spent (*please note that grant cannot be used for expenses that have been incurred prior to the date of grant award*); if you are applying for general operating support, do not complete the application budget template, instead please include your organization's current year budget and a brief statement about why general operating support would be particularly helpful to your organization at this time.

11. **Attach up to 1 letter of support** from key partners or clients/community members about why this work is important (2 page maximum)

PROGRAM/PROJECT BUDGET

Expense	Amount Requested from HHF	In-kind Contribution (list source)	Other Funding Sources		Total Budget
			Amount	Source	
Totals				Grand Total	

Note: Up to 50% of your program/project grant request can be for general operating expenses; If you would like to apply for 100% general operating support, do not complete this form – instead, include this year’s organizational operating budget, along with a brief statement about why general operating support would be particularly helpful to your organization at this time

Additional Budget Questions: (Please use additional pages if necessary)

1.) How would the nature of your project change if partial funding were awarded?

2.) Please provide more information about budget items that are not explained elsewhere in the proposal:

SAMPLE PROJECT BUDGET

Budget Instructions

- 1.) Please include how grant funds will be spent.
- 2.) When listing staff expenses, please include pay rate and number of hours.
- 3.) Please asterisk (*) any funds already confirmed for this project.
- 4.) Please list the monetary value of In-kind contributions in the column below.
- 5.) Up to 50% of your grant request can be for general operating expenses.

Glossary of Terms

- **In-kind contribution:** donations that are done in goods or services, not money. For example: rent, staff time, equipment usage, etc.
- **Other funding sources:** federal or state grants, local foundations or grant programs, individual contributions, other fundraising efforts.
- **General operating expenses:** Includes overhead and administrative expenses for running the organization or specific program. May include but is not limited to costs for employees, consultants, programs, services, facilities, or other elements needed to organize, carry out and evaluate the organization’s total administration, programs and activities.

Expense	Amount Requested from HHF	In-kind Contribution (list source)	Other Funding Sources		Total Budget
			Amount	Source	
Case Manager 500 hours at \$25/hour (includes fringe)	\$5,000.00		\$7,500.00	CalFresh Grant* County Contract*	\$12,500.00
Administrative Staff 150 hours at \$18/hour (includes fringe)	\$1,000.00		\$1,700.00	HUD Grant*	\$2,700.00
Program Supplies & Materials	\$500.00		\$2,500.00	Rotary Grant*	\$3,000.00
Office Space	\$1,000.00	\$2,000 (Landlord Discounted Rate)	\$9,000.00	Batelli Foundation Private Donations*	\$12,000.00
Indirect Costs – 10%	\$830.00				\$830.00
Totals	\$8,330.00	\$2,000.00	\$20,700.00	Grand Total	\$31,030.00

If you have any questions about completing your application or budget, please feel free to contact us:

707.267.9912 or info@humhealth.org