

2018 Small Grant Guidelines



APPLICATION BASICS

Application period: 4/9/2018 through 5/30/2018 at 5:00 pm
 Award Amount/Range: \$7,000 to \$15,000 (Round request to the nearest \$500.)
 Grant Activity Period: 1/1/2019 through 12/31/2019
 Application Form is accessible online via the link on "[For Grantseekers](#)" CAHF's webpage

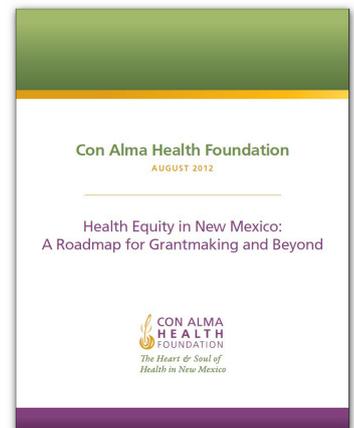
SMALL GRANT CYCLE

Small grants are awarded to empower New Mexico community organizations to change health-related systems and promote health equity. Small Grant Cycle can support a wide range of programs/projects, initiatives and organizations. Examples include, but are not limited, to efforts that:

- Improve the health status and rights of diverse communities
- Increase access to health and health care services
- Advocate for health policy
- Promote community wellness and health equity

Small Grant applications are accepted in support of a specific program/project, an initiative or general operations in support of an organization's overall mission. Small Grant awards may address any geographic area within the state of New Mexico.

Small Grants are *not awarded to projects/programs, initiatives or organization's for direct services*. However many organizations that provide direct services also promote systemic change through their work. Applicants must comply with all "Funding Requirements and Restrictions" (see page 2).



To learn more about the priorities guiding Small Grant funding decisions, we strongly recommend reviewing the report "Health Equity in New Mexico: A Roadmap for Grantmaking and Beyond" available [on our website](#).

SMALL GRANT FUNDING PRIORITIES

Projects, initiatives or organization's that address and demonstrate the following are highly compelling:

- Focus on making health-related systems more accessible, responsive, and capable of meeting the needs of NM's diverse communities (especially those underserved by systems as they currently operate).
- Address how their work affects health systems in NM.
- Involve collaborative efforts—particularly multi-sector collaboration (public and private, for-profit and non-profit, multiple providers/services, etc.).
- Show funding support (including in-kind) from multiple sources.

FUNDING REQUIREMENTS

- » Grantees must be recognized by the IRS as a 501 (c) 3 tax exempt organization. *If you are not a 501(c)3 you may apply using an **approved** Fiscal Sponsor.* Contact Program Director (see page 3) to discuss Fiscal Sponsorship.
- » All activities funded by the grant must occur (or benefit the people) in the state of NM.
- » Any organization working directly with pueblo or tribal communities/nations must submit a letter from those pueblos or tribes acknowledging support for the organization and the project that will be implemented. This letter must accompany your grant application.

FUNDING RESTRICTIONS

No funding will be awarded to applicants who do not comply with these restrictions:

- » No grants may be made to individuals and/or for scholarships and fellowships.
- » Con Alma grants may not be used to fund lobbying activities or other activities prohibited under section 501(c)(3) of the Internal Revenue Code.
- » Grant funds may not be used for capital purposes, construction or renovation, or for the purchase of property and equipment at more than \$5,000 per item.
- » Grants may not be used for annual fund raising campaigns, political campaigns, endowments, event sponsorships, clinical research, or direct financial subsidy of health services to individuals or groups.

REQUIRED BUDGETS

Current Organizational Budget- Also known as an organization's general operating budget, should include all funding sources and all major expenses categories for your organization for the most recent fiscal year. If your fiscal year ends on June 30th, use the upcoming fiscal year operating budget.

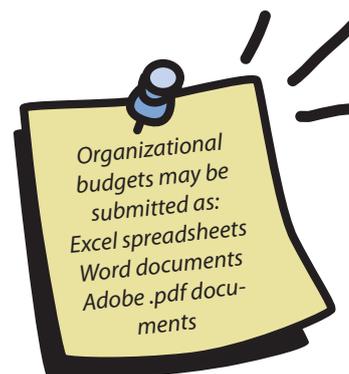
Project Budget (required template provided)- Project Budget is specific to the funding and expenses requested. NOTE: If applying for general operating support, you need not use the Project Budget template. Submit your operating budget as both Current Organizational Budget and Project Budget.

Project Budget Tips:

- » Use the Excel spreadsheet template provided.
- » Do **not** include in-kind contributions in your Project Budget. Use designated area on the template to list the In-kind/Pro-Bono information.
- » Include all funding sources and all major project expenses.

- » Include all revenue, confirmed or reasonably expected, as well as expenditures.
- » Equipment requests may not exceed \$5,000 per item.
- » Specify which items will be paid for with the funds you are requesting.
- » Budget numbers should be whole dollars (no cents). Do not use percentages.

The Excel project budget template is available on our website on the page "[Grant Application Budget Template](#)" and the "Budget" section of the online grant application.



KEY DEFINITIONS

Health Equity: Health equity is the principle underlying a commitment to reduce—and ultimately, eliminate—disparities in health, including social determinants. Pursuing health equity means striving for the highest possible standard of health of all people ...and giving special attention to the needs of those at greatest risk of poor health, based on social conditions.

---Source: Braveman, P., *Public Health Reports*. (2014, Jan-Feb). [What Are Health Disparities and Health Equity? We Need to Be Clear.](#)

Health Equity: Concerns “those differences in health that can be traced to unequal economic and social conditions and are systemic and avoidable – and so essentially unjust and unfair.”

---Unnatural Causes, www.unnaturalcauses.org

“Health equity is the assurance of the conditions for optimal health for all people.”

---Camara Jones

Healthcare is only a small part of what REALLY affects our health. The choices we make, our behavior, has a large impact on our health. BUT, the places where we live, work, and play - our social conditions - affect the choices we make.

---New Mexico Health Equity Working Group

Health Disparities: Health differences (by racial/ethnic group, relation; socioeconomic status; gender; age; mental health; cognitive; sensory, or physical disability; sexual orientation or gender identity; geographic location; or other characteristics historically linked to discrimination or exclusion. “Health inequities are differences in health status and mortality rates across population groups that are systemic, avoidable, unfair, and unjust.”

Margaret Whitehead

Social Determinants of Health are: Conditions in which people are born, grow up, play and age; Shaped by historical decisions, economics, social policies and politics; Include race/ethnicity, socio-economic status and access to opportunities.

Systemic Change/Systems Change objectives are: defined consistently as sustainable, large-scale change. ... an intentional process designed to alter the status quo by shifting function or structure of an identified system with purposeful interventions.

---Dr. Ben Taylor, *Systems and Systemic Change-Clarity in Concept, The Springfield Center.*

Additionally, ...“systems change aims to bring about lasting change by altering underlying structures and supporting mechanisms which make the system operate in a particular way. These can include policies, routines, relationships, resources, power structures and values.

---New Philanthropy Capital's 2005 Handbook

OUR MISSION

Con Alma Health Foundation is organized to be aware of and respond to the health rights and needs of the culturally and demographically diverse peoples and communities of NM. The foundation seeks to improve the health status and access to health care services for all New Mexicans and advocates for a health policy, which will address the unmet health needs of all New Mexicans. The Foundation makes grants, contributions, and program related investments to fulfill its Mission.

HEALTH: OUR DEFINITION

Con Alma Health Foundation defines health broadly to include not only physical health, but also mental, emotional, behavioral, social, oral, environmental, economic, and spiritual health and well-being. This definition represents an approach to both individual and community well-being which impacts local and statewide health systems.

Contacting Us

Contact Program Director Nelsy Dominguez: ndominguez@conalma.org for assistance and clarification.

To request assistance with using online grant application tools, contact Information Manager Cecile LaBore: grants@conalma.org

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3/2018