

Con Alma Health Foundation
Community Rebuild Post Covid-19 and Vaccine Rollout/Promotion (Phase 2)
2021 Grant Guidelines

Con Alma Health Foundation (CAHF) was awarded a \$2.5 million grant from the W.K. Kellogg Foundation (WKKF) over a 21-month period in support of Vaccine Rollout and Community Rebuild Post Covid-19. WKKF's funding builds on Con Alma's previous Covid-19 relief and recovery efforts to advance health equity for children, families, and communities in New Mexico.

Con Alma Health Foundation is partnering with the New Mexico Health Equity Partnership (NMHEP), an initiative at the Santa Fe Community Foundation, to assist with this project. The NMHEP engages a statewide network to advance health equity in New Mexico.

The project's two phases will engage the community/nonprofit and philanthropic sectors, among others, by supporting:

Phase 1 (Implementation: June 1, 2021-December 31, 2021) centers on the promotion of a New Mexico *Vaccine Rollout* for equitable allocation, distribution, delivery access, promotion, and outreach in coordination with community partners and the NM Department of Health's Covid-19 Vaccine Equity Plan.

Phase 2 (Implementation: January 1, 2022-December 31, 2022) primary focus is on *Community Rebuild Post Covid-19* for communities to address the disproportionate impact Covid-19 has had on certain populations and the non-profit sector in New Mexico. Recognizing that it will take years and even decades to address the lessons learned and the impact of Covid-19, society's efforts (community stakeholders, non-profit, and government) must be collaborative and intentional in laying a strong foundation for an equitable recovery and future. To that end, Con Alma welcomes systems-focused applications that aim to strengthen NM communities during differing stages of recovery and beyond, with a focus on 'building back better.'

PHASE 2 – GRANT FUNDING OPPORTUNITY (COMMUNITY REBUILD POST COVID-19)

Funding is available to nonprofit organizations whose efforts focus on children, families and communities disproportionately impacted by Covid-19, and/or the nonprofit sector that have been disproportionately impacted by Covid-19 in New Mexico. Successful applications will be **community-centered** (driven/informed), **collaborative**, **multi-sectoral**, clearly demonstrate **health and racial equity approaches**, and focus on **systems-level solutions** that take up the lessons, experiences, promising innovations, and transformative opportunities from the pandemic to 'build back better.'

Strong proposals will also:

- Address the disproportionate impact Covid-19 has had on certain populations (e.g., children and families, BIPOC, rural, low-income, people with disabilities, immigrants, elderly, LGBTQ, etc.); and/or, the nonprofit sector in New Mexico.
- Expand health equity by:
 - Eliminating differences in quality, access, and underlying exposures which make some individuals, communities, and/or non-profits organizations more vulnerable than others.
 - Expanding opportunities for underserved and vulnerable populations and/or the nonprofit sector.
 - Addressing at least one of the **social determinants of health** (SDOH) such as those indicated by the Centers for Disease Control & Prevention's **Healthy People 2030** or as **identified by your community**.

Those funded through CAHF's Covid-19 Vaccine Rollout and Promotion grants during Phase 1 are eligible to apply for consideration of Phase 2 funding opportunity focused on community rebuild.

Priority will be given to applications that:

- a. Address barriers and/or opportunities through **systems-level solutions** that incorporate the lessons, experiences, promising innovations, and transformative opportunities from the Covid-19 pandemic to ‘build back better’.
- b. Involve coordination and alignment among and across sectors (government, nonprofit, private/business sector).
- c. Work within and/or across geographic areas (neighborhoods, sovereign nations, municipalities, counties, regions) in New Mexico.
- d. Demonstrate engagement of and are representative of beneficiaries ‘as leaders’ in the proposed work.
- e. Increase the capacity of stakeholders to mobilize/leverage resources.
- f. Prioritize underserved areas of New Mexico (e.g., rural/frontier, tribal, border, underserved metro/neighborhoods) and populations that need additional support (e.g., children and families, BIPOC, rural, low-income, people with disabilities, immigrants, refugees, youth, elderly, LGBTQ+, etc.) or aspects within the nonprofit sector that need increased capacity.
- g. Consider the complexity and challenges that are still unfolding related to Covid-19, including racial disparities, vaccine and health equity, fears of Covid-19 surges, pandemic fatigue, information overload, and the challenges experienced by people and/or non-profit organizations that are not fully recovered from the impacts of Covid-19.
- h. Integrate health equity and racial equity and *health in all policies* (HiAP) in their efforts.
- i. Provide a clear relation between the request to be funded and Covid-19.
- j. Show association between proposed expenses/costs and the desired outcomes.

GRANT OPPORTUNITY

Grant Request Amounts

Applicants may apply for up to \$100,000 - Request an amount that best fits your organizational (i.e., operating budget) and program capacity, meets the proposed project needs, and can be expended within the twelve-month implementation period of January 1, 2022-December 31, 2022.

Important Dates

- **Opens: Thursday, September 23, 2021**
- **Pre-Proposal Workshop/Dialogue: Tuesday, October 5, 2021, 1:00pm-2:30pm**
Register to participate at www.conalma.org or to view recording post-workshop by visiting CAHF’s website.
- **Closes: Monday, November 1, 2021 by midnight ***
*Applicants are encouraged to submit their application as soon as possible to avoid technical challenges with the grant portal. * Note: Assistance with grant portal submission is not available after 5 pm.*

ELIGIBILITY, LIMITATIONS, AND RESTRICTIONS

- Applicant organization must have 501(c)(3) public charity status or have a fiscal sponsor with 501(c)(3) status.
- The grant must benefit people living in New Mexico.
- This grant opportunity is open to eligible applicants (per guidelines), including current and past grant recipients.
- No grant will be made to or for:
 - individuals, or to fund scholarships/fellowships, capital/endowment campaigns, annual fundraising campaigns, event sponsorships, debt liquidation, or clinical research;
 - political campaigns, lobbying activities, or other activities prohibited by section 501(c)(3) of the Internal Revenue Code;
 - organizations that discriminate based on race, ancestry, national or ethnic origin, disability, sex, age, religion, sexual orientation, or gender identity; and,
 - religious purposes nor to an organization when funds would be used in whole or in part to further the organization’s religious purposes.
- The Foundation will generally not consider projects with activities replacing public sector health-related services. Services that supplement or expand health-related services of the public sector are accepted.
- Purchases of property or equipment are limited to \$5,000 per item.

- No grant will be made to fund construction or renovation unless such expense is directly related to Covid-19 and does not exceed \$5,000 per any one item.
- Those funded through CAHF's Covid-19 Vaccine Rollout and Promotion grants during Phase 1 are eligible to apply for consideration for this Phase 2 funding opportunity focused on community rebuild.

BUDGETS, REQUIRED ATTACHMENTS, AND CAPS ON COSTS

- Project Budget: Use template in grant portal to show the project's total revenues (secured and pending) and expenses (all expenses and what you are requesting from CAHF).
- Upload a copy of the organization's general operating budget, showing all revenue sources and major expense categories, for the most current fiscal year.
 - If your fiscal year ends on June 30th, use the upcoming fiscal year budget.
 - If using a fiscal sponsor, submit the general operating budget of the fiscal sponsor.
- Tribal Support Letter: Organizations working within the jurisdiction of a sovereign nation must upload a letter of support from an existing community group that is based within the tribal community or from a tribal governmental entity (department/agency) as an attachment to the application or request additional time to do so by contacting nelsy@conalma.org.
- Administrative Costs Guidance:
 - If not using a fiscal sponsor, administrative costs up to 20% of grant award.
 - When using a fiscal sponsor, administrative costs up to 10% of grant award.
- Fiscal Sponsor fees are **capped** at 10% of grant award.

GRANT AWARD TIMELINE

- Grant Implementation Period: January 1 to December 31, 2022 (12 months)
- Disbursement of Grant Payments:
 - Grant awards of \$50,000 or less will be paid in one disbursement.
 - Grant awards of \$50,001 to \$100,000 will be paid in two disbursements (1st payment: mid-January 2022; 2nd payment is contingent on submission and status of progress report).
- All grant funds must be expended by December 31, 2022 (no exceptions).
- If awarded a grant, any foreseeable delay or hindrance to the grant's completion must be communicated to the Program Director, Nelsy Dominguez (nelsy@conalma.org).

REPORTING REQUIREMENTS

- Progress reports due July 2022
- Final reports due January 2023
- All reports are submitted using Con Alma's online grant portal.
- Reports include narrative and use of funds (financial and metrics, proposed activities, and reach).

ACCESS TO APPLICATION

- Log into [CAHF Grant Portal](#) and open the "Community Rebuild" application link under "funding opportunities."
- Applicants new to Con Alma or to the Northern New Mexico Health Grants Group must first register and create an organizational profile.
 - First step upon opening the application link is to answer and submit the short quiz. Your responses to the Quiz will allow you access to the appropriate request application.
 - For assistance in navigating the CAHF grant portal, email: sysadmin@conalma.org.

ADDENDUM

CAHF Grant Portal Record Setup and Updates

Upon registering with the CAHF Grant Portal, set-up and populate key information in both the “Organizational Profile” and “Application/Grant” pages. Some of the information entered in the portal requires regular updating, either annually or as things change. It is essential that you keep current all contacts and organizational information including fiscal sponsor information, if applicable.

- Organization Profile: Items to update in your organization’s profile on an annual basis include
 - Organization’s current fiscal year operating budget
 - Organizational diversity table (matrix)
 - Provide the racial/ethnic demographics of individuals in your organization (includes staff, board, volunteers, contractors).
 - If you do not have paid employees or are using a fiscal sponsor, include demographics information of advisory committee members or volunteers involved in the project for which you are seeking support.
- Application Contacts include:
 - Lead contact for the application.
 - Additional key individuals that might need access to the application or grant, such as a grant writer.

Need Help?

Grant Portal Instructions: [CAHF Grant Portal Tutorials](#)

To view & access CAHF Priorities, Application/Quiz questions: visit www.conalma.org and [CAHF Grant Tutorials](#)

Questions?

Send us an email: sysadmin@conalma.org

What to Expect Once You Have Submitted the Application

To ensure you receive important updates, please mark communications from conalma.org as “safe” so that critical communication does not get flagged as spam.

Applicants can generally expect the following:

- All notifications and contact from the Foundation will be directed (via email or phone) to the primary/lead contact identified in the application.
- If approved for an award, there is a period of approximately two-three weeks for finalizing the grant and making the disbursement of the grant award.

Process includes:

- Review of organization’s legal status and compliance with legal requirements.
- Grant agreement (and, if applicable fiscal sponsorship agreement) emailed by Foundation staff to the lead contact for appropriate signatures.
- The process for disbursing the grant award (via mailed check) begins upon receipt by CAHF of the fully signed agreement(s).

References (not inclusive)

[Health Equity](#) means that everyone has a fair and just opportunity to be as healthy as possible. This requires removing obstacles to health.

[Health in All Policies](#) (HiAP) approach works to improve health by considering the positive and negative health impacts of all policy decisions, across all levels of government and all policy areas.

[SDOH](#) are the “drivers of poor health that go beyond our genes and go beyond our personal behaviors” and which are systemic and that impact health (systems and services, behavioral, mental, cultural), wellness, quality of life (inclusive of education, employment, housing, income, wealth, public safety, environment-social & physical, transportation, etc.).

[Racial Equity](#) giving people what they need to enjoy full, healthy lives, regardless of race.