

2020 Con Alma Grant Cycle Guidelines

Application Period

Opens: Friday, April 6, 2020 at 9:00 AM

Closes: Friday, May 8, 2020 at 5:00 PM

Grant Period

January 1, 2021 through December 31, 2021

Grant Request Amounts

Applicants will have the opportunity to select a fixed request amount and are encouraged to select whichever of \$7,500, \$10,000, \$15,000 or \$20,000 available request amount best meets your organization's needs.

Access to 2020 Application

SmartSimple Registration is required to access the 2020 Application. The registration process is different for applicants who have previously used Con Alma's online system (whether funded or not) than it is for applicants that have not previously submitted an online application for funding.

- Applicants with previous submissions to Con Alma or to NNMHGG email sysadmin@conalma.org to receive link to your organization's portal
- Applicants new to Con Alma or to the Northern New Mexico Health Grants Group Register at SmartSimple

Required Organizational Budget

Applicants will be required to upload a copy of your organization's general operating budget, including all funding 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).

A Project Budget will also be required for applications involving a specific project or technical assistance request. Applications submitted as "general operating/core support" which on review appear more appropriately to qualify for project or technical assistance funding will be required to submit a project budget retroactively. Information related to a project specific budget are completed online as part of the SmartSimple grant application. If using a Fiscal Sponsor, submit the general operating budget of the Fiscal Sponsor.

Con Alma Grant Funding Opportunities

Con Alma Grant awards are for single-year implementation in support of three 'types' of funding opportunities. Choosing which of the three aligns best with what you seek support for is an important initial step in the process of planning your application.

- **Project Support:** For efforts focused on health systems strategies that address the needs of New Mexico's diverse communities.
- **General Operating/Core Support:** For organizations seeking funding of their overall mission and operations, without a particular project focus.
- **Technical Assistance/Capacity Building Support:** To address the need for capacity building and technical assistance among nonprofits, and/or the nonprofit sector, in NM.

You may only apply to one 'type' per grant cycle, with the exception of the Northern New Mexico Health Grants Group (NNMHGG). Applicants to the NNMHGG, for efforts that benefit the people and communities of Española, Los Alamos and northern Santa Fe County, are eligible to apply to Con Alma grant funding opportunities in addition to applying to the NNMHGG during the same grant cycle.

You are not guaranteed to receive the type of funding you select. If, upon review of your application, we feel another type of funding is more appropriate, we will revise the type accordingly and may request additional information from you.

Regardless of which 'type' of funding opportunity you chose, successful applications:

- Identify realistic and attainable outcomes
- Specify what you are seeking funds to do
- Engage beneficiaries as leaders in the proposed work
- Clearly address both the geographic reach and the geographic impact that are likely as a result of the efforts for which you are seeking support
- Communicate how your efforts align with and advances Con Alma's priorities of making health-related systems more accessible and responsive in meeting the needs and supporting the strengths of underserved communities, and bringing about systems-level change that improves health equity
- Explain how use of direct services might be a component of your organization's strategy linked to a goal that is more closely related to the Foundation's priorities given that Con Alma does not generally fund direct services. Some examples include testing new methods of service delivery, creating different ways to bring people and services together, expanding availability to previously unserved populations, identifying unmet needs or issues posing problems in reaching specific people, etc.
- Convey how your request aligns with Con Alma's priorities of making health-related systems more accessible and responsive in meeting the needs of underserved communities and bringing about systems-level change that improves health equity

Potential applicants are encouraged to contact the Program Director at least two-weeks before the application request deadline with questions at ndominquez@conalma.org

Which type of funding is right for you?

Project Support Grant Application

Project Support grants fund efforts focused on health systems strategies that address the needs of New Mexico's diverse communities.

An application for Project support generally:

- Focus on a particular set of goals
- Engage a focused group of beneficiaries
- Employ specific systems-level activities
- Identify outcomes that tend to be accomplished within a finite period of time

Keep in mind that while project efforts contribute to, and are aligned with, your organization's mission, they do not reflect your entire scope of operations or programs.

Project grants could, for example, support an organization's efforts to increase access, prevent the disruption of key resources, advance health equity centered solutions, address challenges or opportunities by advocating for change and/or for an inclusive process, address unmet needs through expanding geographic reach or that facilitates long-term sustainability, etc.

General Operating/Core Support Grant Application

General Operating/Core Support grants fund organizations seeking funding of their overall mission and operations, without a particular project focus.

To be considered for General Operating/Core Support, it is important for the applicant organization to show how:

- Its mission, operations, and goals are aligned with, and advance, Con Alma's strategic focus (systems change and equity) for improving community health.
- Its stated goals and outcomes involve systems-level strategies and activities

General Operating/Core Support grants include requests from organizations working on high-impact, systems' level strategies through some or all of the following:

- Advancing and promoting equity
- Shifting policy, administrative rules, procedures, or practices within communities, organizations or governments
- Leadership development
- Multi-level engagement across movements and/or sectors
- Intersectional solutions

Technical Assistance/Capacity Building Grant Application

Technical Assistance/Capacity Building grants address the need for capacity building and technical assistance among nonprofits, and/or the nonprofit sector. in New Mexico. Consideration is also given when the capacity of an organization is critical to the well-being of an underrepresented population or community, e.g. rural, tribal.

Technical Assistance/Capacity Building funding seeks to:

- Support a nonprofit organization to build its internal capacity
- Strengthen the capacity of nonprofit sector to function more effectively and efficiently
- Augment the capacity of networks, alliances, collaborations and other coordinating efforts

Whether your nonprofit organization is seeking to receive or seeking to provide technical assistance, you can seek funding to:

- Increase awareness, understanding, competencies, and/or engagement of an issue, a policy, an action
- Build skills and expanding impact and effectiveness, increase capacity to lead, manage, operate and guide non-profit organization by acquiring new skills, expanding existing capacity to do 'something', incorporating new technology or tools
- Strengthen and augment the capacity of networks, alliances, collaborations and other coordinating efforts
- If you opt to engage a consultant, nonprofit, or for-profit organization consider including a minimum of 10% of your TA budget for your organization's direct costs and overhead.

When applying for Technical Assistance/Capacity Building funding make clear how the activities you are proposing will improve the sustainability or effectiveness of the organization, collaborative efforts or sector.

Address how the efforts you intend to implement stimulate active participation in the learning/ capacity building process versus having or doing something "on behalf" of someone.

Technical assistance activities previously funded include a wide variety of trainings and skills development among partners, planning processes, and other strategies that increase the effectiveness of the nonprofit sector, nonprofits, its operations, its programs or collaborative efforts they are leading.

Making Your Application Competitive

No matter which type of funding you apply for, you can increase your chances of being funded if your application demonstrates:

- An understanding of Con Alma Health Foundation's mission, funding priorities, and key grant making terms such as "Health Equity" "systems change" "active vs. passive consultation", etc. You can learn more about these on our website, and by reviewing grant guidelines and the report "[Health Equity in New Mexico: A Roadmap for Grantmaking and Beyond.](#)"
- A shared value for collaboration within or across geographic areas or institutional sectors (government, nonprofit, private/business sector).
- A focus on improving the health of underserved residents of New Mexico, including rural areas, communities of ethnic/racial or other diversity, immigrants, veterans, etc.
- A request budget and/or organizational budget that includes support from multiple sources and a clear relationship between expenses and the goals stated in your application.

Eligibility and Restrictions

- All grants are limited to 501(c)(3) organizations or organizations with an approved 501(c)(3) fiscal sponsor. If you have a question related to fiscal sponsorship requirement, contact our Program Director.
- The purpose of the grant must benefit people living in New Mexico.
- Organizations working directly with sovereign nations, pueblo or tribal communities or within their jurisdictions must upload a letter of support from the tribe(s)/nation(s) involved as an attachment to the application or request additional time to do so.
- No grant will be made to individuals, or to fund scholarships/fellowships, capital or endowment campaigns, annual fundraising campaigns, event sponsorships, emergency repairs, debt liquidation, clinical research, or direct financial subsidy of health services to individuals or groups.
- No grant will be made to fund political campaigns, lobbying activities, or other activities prohibited by section 501(c)(3) of the Internal Revenue Code.
- No grant will be made to fund construction or renovation.
- Purchases of property or equipment are limited to \$5,000 per item.
- An organization that has previously received a CAHF grant may apply for additional grants in subsequent years. Successful recurring requests must show that the organization has built upon previous strategies.
- The Foundation generally will not consider ongoing funding for the same activity.
- Applicants to Northern New Mexico Health Grants Group may also apply to Con Alma Health Foundation.

What to expect once you've submitted your Application?

Con Alma Grant Review Process

Applicants will receive regular communication from Con Alma throughout the grant review process.

Communications are made via email (or via phone, when appropriate). To ensure you receive important updates and emails from the Foundation it is important that applicants mark communications from "conalma.org" as "safe" so that critical communication does not get flagged as Spam.

Applicants can generally expect the following:

- Once the grant application deadline closes, a multi-stage review process will begin and continue over the course of about five months.
- The Foundation will contact you about 30 days after your application submission to inform you of the status of your application.
- Con Alma receives more requests than it is able to consider; consequently, some applications do not proceed to latter review stages. If this is the case with your application, you will receive an email notification informing you that no further review or action is necessary.
- If your application has been selected for further review, applicants will receive further details of next steps for coordinating a Site Visit, which may need to be conducted via phone or Zoom.
- A Foundation staff member will contact you via email or phone if, at some point in the review process, we need additional information.
- Grant recommendations are made by Con Alma Health Foundation's Grant Making Committee, comprised of members of the Board of Trustees and Community Advisory Committee. The Foundation's Board of Trustees is responsible for approving grants. Award or denial notifications follow about one to two weeks later.