



2021 Community Health Grants Program

REQUEST FOR PROPOSAL

1. OVERVIEW

The Portage Health Foundation's (PHF) mission is to positively influence a healthier community through enhanced philanthropy and collaboration.

During the past three years, several requests have been made to support repairs, expansions, and upgrades to existing community recreational facilities throughout the four-county (Baraga, Houghton, Keweenaw and Ontonagon) community. PHF recognizes the important role these facilities play in our community's ability to live an active, healthy lifestyle and the overall contribution to quality of life for our citizens. This grant is an extension of the original three-year commitment for funding as we continue to expand access to healthy living. Developing and maintaining recreational facilities requires significant financial and operational commitments. Some communities struggle to maintain or update existing facilities, while others are unable to provide new recreation opportunities needed to support physically active lifestyles. It is the intention that these funds would be used as matching monies to leverage more substantial investments that will enhance and improve the recreational opportunities through a maintained or expanded built environment (buildings, trails, capital equipment.)

Examples of past grant awards include: Baraga County–Point Abbaye Park Development; Greenland Township– Adventure Mine Rope Tow; Chassell Township–Chassell Fitness Trail; Calumet Township–Calumet Township Recreational Park.

This request for proposal is specifically addressing PHF's long-term sustainability goals of healthy living. Community Health grants provide support for activities or opportunities that promote healthy lifestyles which improve the overall health of a community.

All Community Health grants must align with PHF's mission and in this call for proposal shall address **Community Recreational Facilities and Resources.**

2. REQUEST FOR PROPOSAL SOLICITATION TIMELINE

January 19, 2021	RFP Publicly Announced
February 12, 2021 3:30pm ET	Letter of Inquiry (LOI) Due*
March 22, 2021 3:30pm ET	Grant Applications Due
April 23, 2021	Grant Awards to be announced

*Although not required, a Letter of Inquiry (LOI) is strongly encouraged!

All application information and LOI forms can be found at www.phfgive.org

3. ELIGIBILITY

To be eligible to apply for a grant under this program, the applicant must:

- Be recognized by the Internal Revenue Service as a 501(c)(3) non-profit organization; or a local unit of government or a public institution of education; (Note: Applicants must be current with their IRS tax exempt organization determination and have a current License to Solicit Charitable Contributions as required, unless exempt under MCL 400.283)
- Be domiciled (incorporated) in Baraga, Houghton, Keweenaw, and/or Ontonagon counties of Michigan and serve the citizens of the same;
- Have filed their most recent 990, 990-EZ or 990-N filing;
- Have a certified financial audit or reviewed financial statements as required by state law; (Note: for all nonprofits with annual gross receipts of \$250k or less PHF requests CPA prepared compiled financial statements for their most recently completed fiscal year, and;
- Have adequate and demonstrated organizational capacity to successfully execute the proposed grant, including all reporting requirements.

TO BE CONSIDERED FOR A GRANT, A PROPOSAL MUST:

- Mobilize strategies that will enhance, expand or create new recreational resources that encourage/support people's decision to be physically active and provide healthy physical activities;
- Identify a clear path to long-term sustainability. Applicants must demonstrate how the grant activities will be sustained outside the grant period; and/or
- Be part of the overall "recreation plan" developed by the community where the project will be located.

APPLICATION EVALUATION CRITERIA:

PHF will evaluate each application on the following criteria:

- Does the proposal have goals/objectives that advance PHF's mission?
- Does the proposal identify an unmet community need/health risk?
- Does the proposal have measurable goals and objectives?
- Does the proposal have a budget that identifies and covers all necessary expenditures?
- Does the proposal identify a plan for sustainability?
- Is there potential to achieve significant long-term impact by implementing effective models or supporting needed innovation;
- Does the proposal demonstrate the use of industry standards, best practices, or science-based methodologies as appropriate;
- Does the proposal demonstrate collaboration, including leveraging other resources; and
- Does the proposal have the potential to be replicated in other settings, including opportunities for learning, knowledge dissemination, and to inform public-policy?

The PHF Grants Committee and the Board of Directors have sole responsibility for all grant decisions.

APPLICATIONS EXCLUDED FROM FUNDING CONSIDERATION:

- Repayment or securing loans;
- Activities supporting religious organizations for religious purposes;
- Activities supporting political organizations for political purposes;
- Organizations that practice exclusivity based on race, color, religion, sexual orientation, gender, national origin, age, marital or veteran status;
- Proposals in which granted funds will be used to maintain existing program(s) or solely fill a budget-gap for current services; and;
- Individuals or families and for-profit entities

4. GRANT AMOUNT

The PHF expects to award up to \$120,000.00 towards successful proposals under this round of funding. It is the intention that these funds would be used as matching monies to leverage more substantial investments that will enhance and improve the recreational opportunities.

5. APPLICATION PROCESS

Although not required, Portage Health Foundation strongly encourages all interested applicants to submit a [Letter of Inquiry](#) (LOI) prior to submitting a grant application. An LOI helps promote a clear understanding, collaboration, and project outcomes between PHF and grant applicants. Please approach the LOI as an abbreviated grant proposal that PHF can review to determine if a project matches our funding interests and is suitable for formal grant consideration. If an applicant has questions, they are encouraged to contact the PHF office prior to formal submission of the application or refer to the PHF's FAQ section on PHF's web page.

All interested parties intending to apply for funding support are encouraged to visit PHF's website (www.phfgive.org) to download an LOI and/or application.

Applications can be mailed to:

Portage Health Foundation
400 Quincy St. - PO Box 299
Hancock, MI 49930

Or submitted via email to:

info@phfgive.org

6. GRANTEE OBLIGATIONS

If awarded, applicants must agree to:

- Identify PHF (and partners if required) as the source of funding in any program communications;
- Set specific outcomes for the proposed program, monitor progress toward achieving expected outcomes, and report progress on a regular basis to the Portage Health Foundation;
- Participate in any data collection and evaluation activities conducted by the PHF and/or its partners; and
- Participate in grantee gatherings and other activities that support dissemination of knowledge.

7. ACKNOWLEDGEMENTS

We would like to thank all the community organizations and municipal leaders who have provided counsel, input, and patience as we have worked to develop this funding opportunity.

You make the difference. Together we make it possible.

The Portage Health Foundation is a 501(c)(3) charitable organization that receives and contributes charitable donations which support the health needs of the community through enhanced philanthropy and community collaboration throughout Baraga, Houghton, Keweenaw and Ontonagon counties.