



Mass General Brigham

# Community Health Impact Fund

## Systemic Barriers in Waltham, MA

January 23, 2025

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# Agenda

- Welcome
- Determination of Need Overview
- Community Health Impact Fund (CHIF) Goals and Systemic Barriers
- Funding Amount
- Funding Requirements
- Proposal Submission Guidelines
- Q & A



# Important Notice

**Revised RFP Now Available here:**

**<https://www.nwh.org/classes-and-resources/community-education/community-initiatives>**

Language was updated to be consistent with MGB community health impact funding.

- Substance of the RFP (i.e., goal, systemic barriers, funding requirements, proposal submission) is unchanged.

**Proposal Due Date Extended to  
Friday, February 14, 2025 by 5:00 p.m.**



# Timeline

RFP Released	Week of January 6
RFP Information Session	January 23, 2025
Proposals Due	<b>February 14, 2025</b> by 5:00 p.m.
Funding Announcement	Mid-March 2025
Funding Begins	April 1, 2025



# Determination of Need (DoN)

The goal of DoN and the framework for analysis by the Department of Public Health is to promote population health and increased public health value.

The Massachusetts Department of Public Health (DPH) oversees DoNs.

DoN regulations govern that Health Care Facilities seeking to make a substantial capital expenditure or a substantial change in services, site, or licensure must submit application to be reviewed and approved under the DoN Regulatory scheme.

DoN regulations require Applicants to develop **Community Health Initiatives (CHI)**.

## CHIs must...

- Have appropriate **community engagement** throughout planning, implementation, and evaluation
- Be **transparent** in decision-making and **accountable** for planned activities
- Impact the **Social Determinants of Health (SDoH)**
- Reduce health **inequities**
- Invest in **upstream** strategies



# Advisory Committee Members

**DPH has established minimum requirements for representation on a DoN Committee. Requirements include individuals knowledgeable about Waltham from the following sectors:**

- Local Public Health Departments/Boards of Health
- Municipal staff (city officials, planning, etc.)
- Educational institutions
- Housing agencies (community development corporations, local public housing authority, etc.)
- Social service agencies
- Regional planning and transportation agencies
- Private sector
- Community health centers
- Community-based organizations



# RFP Overview – Purpose and Goal

NWH is seeking proposals for a CHIF utilizing **policy, systems, or environmental (PSE) change approaches** to improve access to the continuum of Waltham community services that support health and well-being by **reducing systemic barriers** to care commonly experienced by vulnerable populations across the life span.

The **goal is to increase access to the continuum of Waltham community services that support healthy living**, such as increasing access to:

- healthy, culturally appropriate food and other basic needs
- community-based social services (e.g., housing, immigration, employment, education, etc.)
- health and mental health care



# RFP Overview – Systemic Barriers

## **Proposed projects should address one or more of the following:**

- Burden of overly complicated processes to access services (e.g., application and administrative complexity)
- Cultural barriers, including language access, cultural appropriateness, and stigma
- Technological barriers, including devices, internet, and skills to utilize technology
- Transportation barriers





# RFP Overview – Priority Population

**Funds are intended to support Waltham residents.**

Individuals and/or families facing systemic barriers to essential services and supports, with a focus on:

- communities of color
- immigrant communities
- recent arrivals to Waltham



# Available Funding

**Maximum Budget = \$692,595 spread across 2, 3, or 4 years**

	2 Years	3 Years	4 Years
<b>Total</b>	<b>\$692,595</b>	<b>\$692,595</b>	<b>\$692,595</b>
Year 1 maximum	\$346,000	\$230,000	\$173,000
Amount remaining can be budgeted according to project needs	\$346,595	\$462,595	\$519,595

- Not required to use maximum amount in Year 1, but the Year 1 total budget may not exceed the maximum.
- There are no restrictions for how remaining funds are spread across additional project years.



# Available Funding

## Transportation Services

Applicants may propose spending a **maximum of \$50,000** each year to provide direct transportation services, such as public and private transportation vouchers.

All other funds must be used to implement policy, systems, or environmental change approaches to reducing one or more of the identified systemic barriers to services.



Q & A



# RFP Overview

## Funding Requirements - Upstream

Upstream approaches address the root causes of health inequities, seeking to reform the fundamental social and economic structures affecting power, opportunity, and inclusivity. Upstream approaches utilize policy, systems, or environmental change strategies to improve community conditions that affect health.

**This CHIF is not intended to provide direct services.**

To comply with DPH guidelines, **this CHIF must focus on identifying the policy, systems, or environmental factors that contribute to the identified barriers and develop strategies to address them.**



## Funding Requirements - Geographic Focus

Funds are intended to support a *majority* of individuals or families who are **residents of the City of Waltham.**

Applicants should demonstrate in their proposals that the majority of individuals or families benefiting from policy, systems, or environmental change efforts are Waltham residents.

Organizations eligible to apply for funding do not need to be headquartered in Waltham. However, applicants must demonstrate a strong connection to and presence in the city.



# RFP Overview

## Funding Requirements – Eligible Organizations

Organizations that have a 501(c)(3) designation or those with a 501(c)(3) fiscal sponsor.

Municipal Agencies, such as school districts are eligible.



# RFP Overview

## Funding Requirements – Single Applicant or Collaborative

Applicants may be a single organization or a lead applicant representing a collaborative of organizations.

If applying as a collaborative, the proposal must identify all organizations in the collaborative, the specific roles of each organization, and the amount of grant funds allocated to each organization.





Q & A



# Proposal Guidelines: Cover Page

**The Cover Page is not included in the 10-page limit.**

Contact information for the Single Applicant or Lead Agency for a collaborative application, including:

- Agency Name
- Address
- Contact Person Name and Title
- Phone number
- Email

If submitting a collaborative application, list all organizations participating in the CHIF.



# Proposal Guidelines: Proposal Narrative

## 1. Organizational Overview (20 points, 2 pages)

**Provide information about your organization**, including an overview organizational capability, how your organizational mission aligns with the CHIF goal, experience implementing PSE change approaches, experience providing direct transportation assistance, and evidence of your organization's presence in or connection to the City of Waltham.

If a collaborative applicant, provide **brief** descriptions of what capabilities each partner brings to the work.



# Proposal Guidelines: Proposal Narrative

## 2. Systemic Barriers (20 points, 2 pages)

**Specify which systemic barriers you will address**, and for each barrier, provide a rationale for selecting the barrier and share what first-hand knowledge your organization has related to the selected barriers, including any quantitative or qualitative data you have about each barrier.

**For each barrier, identify the measurable objectives** you will achieve and provide estimates of the number of residents who will benefit from your PSE change efforts and direct transportation assistance.



# Proposal Guidelines: Proposal Narrative

## 3. Proposed Approach (30 points, 3 pages)

**Describe your approach to addressing one or more of the identified systemic barriers**, including what policy, systems, or environmental changes you will implement and their associated activities, how you will leverage existing efforts in Waltham to address systemic barriers, and your plans for involving members of the priority population in your planning and implementation of PSE change.

Identify the evidence-based or evidence-informed approach you will utilize to provide direct transportation assistance.

If a collaborative applicant, identify which organization will be responsible for each activity and how the lead agency will manage the collaborative.



# Proposal Guidelines: Proposal Narrative

## 4. Timeline (10 points, 1 page)

**Provide a detailed monthly timeline** for the first year of grant funding. Specify the amount of time for planning and start-up (maximum of three months) and specific activities to occur during that time.

## 5. Evaluation (10 points, 1 page)

**Describe how you plan to assess grant progress and impact**, including the specific data you will gather to demonstrate progress and impact and who will be responsible for data gathering and reporting. State your commitment to working with UMDI to finalize an evaluation plan, collect and submit data, and participate in evaluation meetings.



# Proposal Guidelines: Proposal Narrative

## 6. Key staff (10 points, 1 page)

**Identify key staff**, including their role on the CHIF and qualifications to fill their role.

If a collaborative applicant, identify key staff from each of the collaborative organizations, state their role on the CHIF, and describe their qualifications to fill their role.



# Proposal Guidelines: Proposal Attachments

## Attachment A – Budget Template and Budget Narrative

- Use the budget template provided.
- Budget narrative must include a justification for each line item, including the amount of money set aside for transportation assistance.
- Indirect rates may not exceed 25%.
- If applying as a collaborative, all organizations involved must have grant funds allocated to support their work. Each organization must submit a budget template and budget narrative. The combined budgets of the organizations must not exceed the total available per year.





# Proposal Guidelines: Proposal Attachments

## **Attachment B – Resumes (2 pages per person)**

- Include resumes for identified key staff.

## **Attachment C – Financial Statement (most recent)**

- If applying as a collaborative, include most recent financial statement for each organization.

## **Attachment D – MOUs (collaborative applications only)**

- Include MOUs between the lead agency and each organization in the collaborative. MOUs should include a summary of roles and responsibilities, and the amount of grant funds allocated to support the work.



Q & A



# Next Steps

1. Questions may be submitted through Friday, January 31. Responses will be posted on the website.
2. Proposals due February 14, 2025 by 5:00 p.m.
3. Committee meets in late-February for orientation to proposal review process.
4. Committee meets in early March to make funding recommendations.
5. Award announced by March 21, 2025.
6. Funding begins April 1, 2025.

