



## 2018 Chronic Disease Prevention Mini-Grant

### The Issue

Chronic diseases such as cancer, heart disease, stroke, chronic lung disease and diabetes make up nearly three out of five deaths in Travis County. The good news is that active living, healthy eating, and not using tobacco can help prevent chronic disease. Austin Public Health is looking to fund projects to prevent chronic disease in Austin and Travis County. Grants can be up to **\$2500** with a focus on making a lasting change. Projects should address health disparities by reaching people who face higher rates of chronic disease (such as people with lower incomes, and people who are African American, Hispanic, or Asian American).

Projects should focus on one (or more) of these topics:

- Active living
- Tobacco-free living
- Healthy eating
- Community gardens
- Healthy food pantries
- Breastfeeding support

### Examples of Projects

- **Active Living:** Changes to parks, playgrounds, and trails at schools, neighborhoods, childcare centers, and community centers; projects to promote exercise; signs for taking stairs, etc.
- **Tobacco Free Living:** Tobacco-free policies and signs at worksites or multi-family housing
- **Healthy Eating:** Changes to vending machines to add healthy items, projects to reduce sugary drink availability, marketing, and consumption, worksite wellness policies, projects that increase access to drinking water, changes to school lunchrooms to promote healthy eating, projects to increase healthy eating in childcare centers and after school programs, etc.
- **Community Gardens:** New or expanded community or school gardens
- **Healthy Food Pantries:** Improvements (such as equipment) to food pantries to provide more healthy foods (such as fruits and vegetables), support for food permitting and certifications to distribute fresh produce and other perishable healthy food items (i.e. meat, dairy, eggs)
- **Breastfeeding Support:** Mother-friendly policies at worksites; new or improved breastfeeding rooms/spaces for staff and clients, etc.

These are just **some** examples. Other projects are also an option, as long as there is some lasting impact after the project is over. **Be creative!** In general, projects that focus only on staff time for teaching education classes (such as exercise classes, healthy eating classes, etc.) will not be funded. However, education projects that involve getting training in a new curricula or program or getting equipment to expand a program will be considered. Projects for one-time events are not likely to be funded. These programs are important, but the focus of the mini-grant is on lasting changes that create a culture of health. Including a policy with an education program (for example, a tobacco-free worksite policy along with classes to quit tobacco) can make a project idea stronger.



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### **Who Can Apply**

- Nonprofit organizations, faith-based organizations, government organizations, neighborhood associations, schools and child care centers (as long as they are nonprofit).
- Projects must focus on reaching people who face higher rates of chronic disease (such as people with lower incomes, and people who are African American, Hispanic, or Asian American).
- Projects in 78702, 78721, 78723, 78724, 78725, 78744, 78741, 78742, 78745, 78753, 78752, 78758, 78617, 78719, and 78653 ZIP codes will be given priority, but projects in other zip codes can apply.
- Must be signed up as a vendor with the City of Austin. Please sign up here: [https://www.austintexas.gov/financeonline/vendor\\_connection/index.cfm](https://www.austintexas.gov/financeonline/vendor_connection/index.cfm)  
Questions about vendor registration? Please contact us at (512) 972-5222.
- Each group can only receive one mini-grant in 2018, although more than one application can be turned in with different project ideas.

### **Timeline**

- Due date for applications: Friday 1/12/2018 at 5 pm
- Award notice: by 2/5/2018
- Project must be complete by 8/10/2018

### **Scoring**

Proposals will be scored in these areas:

- Long-term sustainability (30 points)
- Need for project and health impact (25 points)
- Number of people reached (15 points)
- Up to 3 Bonus Points if agency has a 100% tobacco-free campus policy in place (must submit policy)
- Health disparities focus (15 points)
- Work plan (10 points)
- Budget (5 points)

### **Payment**

- Mini-grants are on a cost reimbursement basis. This means you must pay for your project costs and get paid back after your project is done. We will provide a form for you to fill out and turn it at the end of the grant to get paid back. Please save all receipts to send in.
- After we receive a correct reimbursement request, checks are mailed in 4 weeks.

### **Reports**

At the end of the project, there is a 1- page summary to fill out. In this form you will share pictures of your project and success stories/lessons learned.

### **Funds Can Not be used for**

- Activities outside of the City of Austin and/or Travis County
- Food or drinks except if used for teaching or educational purposes
- Awards, cash prizes, contributions or donations
- Operating costs not part of this project , or start-up costs for a new business
- Travel costs, except for in-town mileage for this project

### **Contact**

- Have questions or need help with the forms? Please contact Stephanie Helfman at (512) 972-5222 or [Stephanie.helfman@austintexas.gov](mailto:Stephanie.helfman@austintexas.gov). We are happy to help you with your project concept.



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## Chronic Disease Prevention Mini-Grant 2018 Application

1. Title of Project \_\_\_\_\_

2. Agency Information

Name					
Mailing Address					
City/State/ZIP					
City of Austin Vendor #					
Type of agency (check 1 or more)	<input type="checkbox"/> Nonprofit	<input type="checkbox"/> Government agency	<input type="checkbox"/> School	<input type="checkbox"/> Childcare Center	<input type="checkbox"/> Other
100% tobacco free campus policy?	<input type="checkbox"/> Yes (please include)		<input type="checkbox"/> No	<input type="checkbox"/> Not sure	

3. Contact Information

Name	
Title	
Phone	
Email	

4. Topic Focus (check one or more)

<input type="checkbox"/>	Active Living	<input type="checkbox"/>	Healthy Food Pantries
<input type="checkbox"/>	Healthy Eating	<input type="checkbox"/>	Tobacco-free Living
<input type="checkbox"/>	Community Gardens	<input type="checkbox"/>	Breastfeeding Support

5. People Served (check one or more)

- Low income
- Hispanic
- African American
- Asian American
- Other: \_\_\_\_\_

6. ZIP code(s) Where Project Will Take Place: \_\_\_\_\_

7. Amount Requested: \$ \_\_\_\_\_



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## 8. Project Summary (Space Limit- 2 Pages)

**Please include:**

- Places where the project will be offered (please include ZIP code)
- What will be done? Why is this project needed?
- How does this project improve health or prevent chronic disease?
- How many people do you think will be reached by this project?
- How does this project serve low income people (such as families under 200% of the poverty level, a yearly income of \$48,600 for a family of 4), or racial/ethnic groups at greater risk for chronic disease?
- What groups do you plan to partner with to do the project?
- How does this project make a lasting change, or how will it keep going after the mini-grant?



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**9. Project Work Plan**

Please show the steps you will take to do your project and who will help. Add more space if needed.

Steps  List key steps to complete project	Timeline  Begin Date – End Date	Lead Person	Key Partner  Person / agency that plays a role (can be funded or unfunded)

**10. Budget**

Show the budget for your project using this form. Budget can include supplies or equipment, staff time, and mileage for local travel for the project. Use more space if needed.

Item	Why needed	Amount
<b>Total</b>		<b>\$</b>

Please email complete application to: [Stephanie.helfman@austintexas.gov](mailto:Stephanie.helfman@austintexas.gov)

You will receive an email when your application has been received.

Questions? Need help? Contact (512) 972-5222

Application Deadline: **Friday, January 12<sup>th</sup> 2018 at 5pm**



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