

Massachusetts Community Health Fund Request for Proposals for Community Health Improvement Planning (CHIP) Processes

What is the Massachusetts Community Health Fund?

The Massachusetts Community Health Fund (Community Health Fund) is an opportunity to reduce health inequities in communities across Massachusetts. The Community Health Fund is both a grantmaking and capacity-building resource to assist organizations and communities in addressing the root causes of health inequities, specifically, institutional and structural racism.

The Community Health Fund's resources are from hospitals and other healthcare entities that go through the Massachusetts Department of Public Health's Determination of Need Program. In January 2017, the Massachusetts Department of Public Health (DPH) completed a landmark revision of the Determination of Need (DoN) regulation which led to the creation of the Community Health Fund. Click [here](#) for additional information on the Determination of Need program)

In 2019, the [Community Health Fund Advisory Committee](#) developed a vision to guide the Community Health Fund: All Massachusetts residents have an equitable opportunity to achieve the highest possible quality of life. This vision aligns with DPH Commissioner Dr. Monica Bharel's goal to eliminate health inequities through addressing the social determinants of health.

To work towards realizing this vision, the Community Health Fund will invest in community-centered approaches that are intentional in addressing the root causes of inequitable health outcomes. Focus will be on communities outside of Boston, that have not benefitted historically and routinely from previous local DoN community health funding, and have high rates of health inequities. (see [Who is Eligible to Submit an Idea](#)).

The Community Health Fund focuses on addressing health and racial inequities and is guided by the following principles:

- The [Social Determinants of Health \(SDoH\)](#) account for significant variation in [health outcomes](#).
- Policies, systems, and social/physical environments are historically based in [structural and institutional racism](#) and other forms of oppression.
- Structural and institutional racism and other forms of oppression need to be understood and disrupted to eliminate inequities in population health outcomes and the social determinants of health (SDoH).

Community Health Fund staff are available to discuss the Community Health Fund and its activities. Contact CHFUND@HRIA.org.

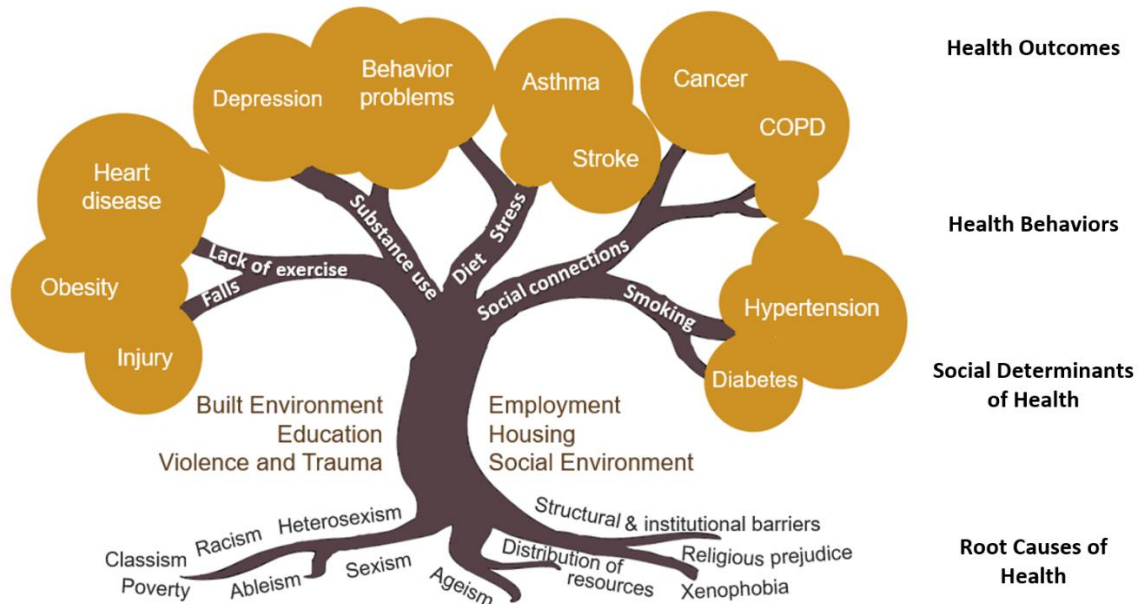
What will the Community Health Fund support?

The Community Health Fund is seeking ideas that work to identify, understand, and address [Root Causes of Health](#) as the foundation for strategies that change community conditions and positively impact health outcomes, see Figure 1. The Community Health Fund is looking to invest in approaches that will:

- **Improve population health outcomes** in communities outside of Boston, that have not benefitted historically and routinely from previous local DoN community health funding and have high rates of health inequities. The Fund places an emphasis on four health outcomes as defined by DPH: substance use disorders, mental illness/mental health, housing stability/homelessness, and preventing chronic disease with a focus on cancer, heart disease, and diabetes.
- **Address six social determinants of health**, prioritized by the DPH Commissioner that can change community level conditions to create more opportunity for healthy living including the Built/Physical Environment, Education, Employment, Socio-Cultural Environment, Housing, and Violence & Trauma.

- **Disrupt the Root Causes of Health Inequities-- Institutional and Structural Racism and other forms of oppression** – and its effects on well-being and health outcomes. The Community Health Fund is using a Leading with Race and Racism approach which recognizes that people of color in Massachusetts have historically and consistently had less opportunity to lead a healthy life. The Community Health Fund also recognizes that the Root Causes of Health can create barriers to health for all types of populations. As a result, the Community Health Fund wants communities to Lead with Race and Racism explicitly but not exclusively.

Figure 1. The Health Tree: Connecting Health Outcomes to Root Causes



Community Health Funds will be distributing funding in two areas:

- **Policy, systems, and environmental change strategies (PSE strategies).** To support the development and/or implementation of policy, systems, and environmental change strategies. Strategies may focus on geographic or population-based communities at the local, regional, or statewide levels. For more information on how to submit an idea for the PSE approaches funding opportunity click [here](#).
- **Regional Community Health Improvement Planning Processes (CHIP).** To support the development and/or implementation of local and/or regional community health improvement planning processes. Support may be requested for any phase of the community health improvement process. *The Community Health Fund expects to fund multiple awards between \$10,000 and \$75,000 per year for up to 5 years per award for community health improvement planning processes.*

What is a community health improvement planning process?

A community health improvement plan (CHIP) is a long-term, systematic effort to address public health problems based on the results of community health assessment activities and a community health improvement process (see Figure 2). This plan is used by health, human service, and governmental organizations, in collaboration with community partners, to establish priorities and align resources. A community health improvement plan is critical for developing policies and defining actions to prioritize efforts that promote health. It should define the vision for the health of the community through a collaborative process and should address the range of strengths, challenges, and opportunities that exist in a community to improve the health status of all individuals within the community.

Figure 2. Steps in Community Health Improvement Processes.



Source: Adapted by HRiA from the Association for Community Health Improvement

Community health improvement planning processes are most successful when they have:

- A single, grounded and collective process that incorporates health equity and social determinants of health
- Full and broad community engagement
- Clear, focused, and measurable objectives
- Clear definition of realistic outcomes with specific action plans
- Plans that are fully integrated into the work of partner organizations

For additional information on CHIP processes, click [here](#).

Who is eligible to submit an idea to the Community Health Fund’s CHIP Processes Funding Stream?

Massachusetts based non-profit 501(c)3 organizations and municipalities are eligible to submit ideas. For this round of funding, the Community Health Fund will prioritize funding for CHIP processes that include communities outside of Boston, that have not historically and routinely benefitted from previous local DoN community health funding and have high rates of health inequities. For additional information click [here](#).

If you are looking for more information about local DoN community health initiatives in Boston, please email CHFUND@HRIA.org.

How will my proposal be reviewed?

All completed submissions will be reviewed in December 2019. Ideas will be assessed based on the following criteria:

- **Equity:** Demonstration that the CHIP process is addressing a geography/population experiencing high rates of inequities; Demonstration of engagement and leadership by populations experiencing inequities, etc.

- **Impact:** Demonstration of logic connecting the approach to addressing the root cause → SDoH → Health Outcome.
- **Collaboration:** Demonstration of multi-sector partners with diverse perspectives and experiences.
- **Feasibility:** Likelihood of resources supporting success.

How do I submit a proposal?

Proposals should be submitted through the online form by **Wednesday, November 20, 2019 at 2:00PM**. To submit your proposal please click [here](#). The website leads to an online idea portal which will ask you to **A: Complete a Cover Form** and **B: Upload a Request for Proposal (RFP)**. The instructions for each step are below.

PART A: Cover Form

This online form requests basic information about the organization submitting the proposal. Items include:

- **Lead Non-Profit or Municipality:** Complete requested fields (name of organization or municipality, Tax ID number-if available)
- **Organization CEO/Municipal Manager Contact Information:** Complete requested fields (name, title, organization, mailing address, phone, email) for contact information for organization’s CEO, or equivalent or the municipality’s top official.
- **Organization to Lead Proposed Project:** If different from the Lead non-profit or municipality.
- **Contact for the Proposal:** Complete requested fields for (name, title, organization, mailing address, phone, email) contact information for person responsible for this idea submission.
- **Title of Planning Process:** List the title of the Planning Process.
- **SDoH Areas of Impact:** Select the SDoH area(s) that your idea primarily focuses on. Select all that apply.
- **Health Outcome Areas of Impact:** Select the health outcome area(s) that your idea primarily focuses on. Select all that apply.
- **Phases of the Community Health Improvement Process:** Identify the phase(s) in a community health improvement process for which you are requesting assistance for the first year of this funding.
- **Do you have an existing CHIP planning group?**
 Yes, the group has been in existence for XX years.
 No.

PART B: Request for Proposal

To describe your request in more detail, you will need to upload an attachment that addresses the content below. This attachment may be any one of the following:

- **Narrative Document** (.doc or .pdf) up to 10pages, 12 pt font, single-spaced, half-inch margins
- **Video** (.mov or .wmv) up to 30 minutes
- **Presentation** (.ppt) up to 40 slides

The attachment must contain responses to all of the following items:

- **Background**
 1. Briefly describe your agency, organization, or collaborative and its role in community health improvement planning processes.
 2. If this is a collaborative, please describe its history and the roles of the collaborative’s members in the CHIP process work.
 3. Briefly describe the current status of this CHIP process.
 4. Briefly describe how data is currently or will be used in this CHIP process.
 5. Briefly describe how this CHIP process addresses or will address root causes of health.
- **Approach**

6. Describe what you need to make your CHIP process a success.
7. Briefly explain how this idea will address the SDoH area(s) and improve health outcome(s).
8. Define the geography that will be impacted/benefit from this CHIP process and how they will, at a minimum, be engaged in the proposed work. Using the [Guidelines for Community Engagement](#), describe the expected level of community engagement for this CHIP process. Priority will be given to ideas that come from and are led by populations with lived experience related to the issue being addressed.
9. Identify any additional CHIP processes (including Public Health Accreditation Board accreditation activities) that serve all or part of the geography this CHIP process will serve and describe how activities will be coordinated with these related CHIP processes.
10. Identify any additional partners you will need to engage to make this process a success.

- **Resources**

11. Complete one budget form for each year that you are requesting funding. *These forms are not included in limits set for the main part of your submission.*
12. List any other resources you need to implement your idea, such as training, technical assistance, data/other information. One of the main goals of the Community Health Fund is to support applicants with capacity building training and resources. Topics may include, racial equity, assessment, use of data, policy, systems and environmental change approaches, institutional/structural racism, proposal writing, and budget development.

What happens after I submit my proposal?

Applicants will be notified of the status of their submission by Friday, February 7, 2020. If your organization received funding, your organization and members of your collaborative will be expected to engage in a series of learning communities over the funding period.

FOR MORE INFORMATION ABOUT THE MASSACHUSETTS COMMUNITY HEALTH FUND AND GRANTMAKING AND CAPACITY BUILDING RESOURCES, CONTACT AT KMYERS@HRIA.ORG OR NINEEQUA BLANDING AT NBLANDING@HRIA.ORG

www.mass.gov/MAHealthFunds