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**New York State Health Foundation**

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# REQUEST FOR PROPOSALS


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Expanding health insurance coverage

Increasing access to high-quality health care services

Improving public and community health

July 2006



# REQUEST FOR PROPOSALS

## About Us

The New York State Health Foundation is a new private foundation established by Governor George Pataki and the New York State Legislature. Dedicated to improving the health of all New Yorkers, the Foundation has a three-part mission:

**Expanding health insurance coverage**

to state residents who cannot afford to purchase their own coverage or whose coverage is inadequate.

**Increasing access to high-quality health care services** for underserved people.

**Improving public and community health** by educating New Yorkers about health issues and empowering communities to address them.

The Foundation is in the process of developing a limited number of strategic priorities that will guide future grant making. These will be the subject of a series of requests for proposals to be issued in 2007.

## Funding Priorities

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The Foundation currently seeks proposals for innovative projects that address one or more of the three elements of our mission. Grants made under this request will be one-time awards. Because these grants are unlikely to be renewed, we will make awards only to existing organizations that are either enhancing current initiatives or beginning new ones that will not require our future funding.

Applicants could propose a demonstration project, an enhancement of an existing project, a capacity-building initiative, an analysis of needs or options to guide practical action, public education, an evaluation of an existing initiative, or a collaborative planning effort to develop solutions to a problem. Because the Foundation is still developing its longer term grant making strategies, it is especially interested at this time in receiving creative new ideas related to its mission.

**Expanding Health Insurance Coverage.** In this category, the Foundation will consider proposals that offer ways to increase coverage, whether statewide, or at the county, municipal, or community levels. Proposed projects might expand or restructure government-funded or employer-based insurance programs or increase enrollment in them. Innovative, concrete ideas and analysis of options for expanding coverage are encouraged.

**Increasing Access to Health Care Services.** In this category, the Foundation will consider proposals to improve access to out-of-hospital services for underserved people. Proposed projects might focus on improving the quality and efficiency of community-based health or long term care services, analyzing options for improving access for underserved people, expanding the range of services offered by health care providers, or increasing public awareness about available health care services.

**Improving community health and public health.** In this category, the Foundation will consider proposals for projects that inform and educate New Yorkers about community and public health issues, including preventive services such as screening, or projects that will enhance communities' efforts to improve the health of their residents. Among the kinds of projects the Foundation would consider are those focused on promoting healthy behavior and lifestyles.

## Eligibility

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The Foundation will consider proposals from existing nonprofit (501[c][3]) and for-profit organizations with a significant presence in New York state. Applicant organizations must show that their proposed projects further the charitable mission of the New York State Health Foundation.

## Number and Size of Grant Awards

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The Foundation will allocate up to \$5 million to support these projects. The Foundation expects to award approximately 20 grants in the range of \$50,000 to \$150,000 each and three to five grants between \$150,000 and \$1 million each.

## Funding Restrictions

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Under this request for proposals, the Foundation will not award funds for the following:

- Building, construction, or capital improvements
- Lobbying or political activities
- Fundraising activities or events
- Clinical research
- Meetings and conferences unless they are essential to a larger project
- Direct funding for medical or social services that are typically funded through other sources.

## Application Process

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1. Applications must be received by **Friday, September 15, 2006.**
2. Applications should be submitted 1) using the Foundation's on-line grant application system found at [www.NYSHealth.org](http://www.NYSHealth.org) and available July 31 or 2) as a Word attachment to an e-mail addressed to [proposals@NYSHealth.org](mailto:proposals@NYSHealth.org).

## Application Process (continued)

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Applicants without access to e-mail or the internet should call our offices (212-664-7656) to arrange an alternative submission method.

### 3. Applications should contain the following:

**Application Cover Sheet** (the required information is listed at the back of this brochure or may be downloaded from the website)

**Narrative Proposal.** This should be no longer than 1,500 words and should include the following:

A brief statement of the problem the proposal addresses and how it relates to at least one of the Foundation's three mission elements

What the proposed project is expected to accomplish

How project activities would be carried out, including a timeline for activities

Any assessment or evaluation plans; that is, how the project's progress and impact would be measured

Evidence of the capability of the organization to carry out the project

**Preliminary Budget** (again, the required information is listed at the back of this brochure or may be downloaded from the website)

### 4. Send any questions about the application process [proposals@NYSHHealth.org](mailto:proposals@NYSHHealth.org). Relevant information provided in response to questions received will be shared with all potential applicants. To receive such information, please send an e-mail noting your intention to submit a proposal and your interest in receiving any updates concerning this solicitation to [rfp1maillist@NYSHHealth.org](mailto:rfp1maillist@NYSHHealth.org).

## Review Process

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Applications will be reviewed by panels consisting of outside experts, staff members or consultants to the Foundation, and members of its Board of Directors. Panels will meet during October and November and may ask applicants for additional or clarifying information.

Proposals will be assessed using the following factors:

The project's potential significance for improving the health of New York state residents

Relationship to the Foundation's three priorities

The potential to advance new approaches for improving services

Innovativeness

Ability of the project to leverage other resources or to bring about collaborative funding

Likelihood the project will be completed in 12 months or can be continued without additional funds from this Foundation

Relevant experience of the applicant or demonstration of capacity to undertake the project

Quality of the proposal and significance of the project's "deliverables" or expected concrete outcomes

Replicability

In addition, every effort will be made to identify strong projects from different geographic regions within New York state.

Final award decisions will be made by the Foundation's Board of Directors. We will notify applicants whose proposals have been preliminarily selected for funding by November 17. At that time, these applicants will be asked to submit a more detailed work plan, budget, and budget narrative. Grant awards will be made only after the detailed work plan and budget are approved.

We look forward to hearing from you. And, we encourage you to visit our website and join our e-mail list for notification of future funding opportunities and other news from the New York State Health Foundation.

# Proposal Cover Sheet

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## About the Applicant

Organization Name

Address, Phone, Fax, and E-Mail

Executive Director or CEO  
(and phone/e-mail, if different)

Project Director (and phone/e-mail, if different)

Organization's Mission or Overall Objective  
and Major Activities

Organization's Total Budget during its  
Last Fiscal Year

Tax ID Number

## About the Project

Project Title

Priority Area that Proposal Addresses  
(check all that apply)

Expanding Health Insurance Coverage

Increasing Access to Health Care Services

Improving Community Health or Public Health

Duration: From \_\_\_\_\_ to \_\_\_\_\_

## Preliminary Budget

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Salary Expenses (for each project staff member)

Name/Title, Annual Salary,  
% Covered By Grant, Total Requested

Benefits

Other Project Expenses (types and amounts)

Contracted Expenses (types and amounts)

Indirect Costs (15% maximum)

Total Budget Request

**Forms for completing this information online will  
be available at [www.NYSHealth.org](http://www.NYSHealth.org) on July 31.**

## **New York State Health Foundation**

**James R. Knickman**  
President and CEO

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