

**The Climate Change and Public Health
Learning Collaborative for Urban Health
Departments**

**Request for Applications (RFA)
May 25, 2015**



Center for
Climate Change & Health

The Climate Change and Public Health Learning Collaborative for Urban Health Departments awards are made possible by funding from the Kresge Foundation.

About the Climate Change and Public Health Learning Collaborative for Urban Health Departments Grant Program

Recognizing that climate change is the greatest public health challenge of the twenty-first century, and that local public health departments have a crucial role to play in addressing climate change in their local jurisdictions, the Center for Climate Change and Health (Center) is soliciting applications for a Learning Collaborative for Urban Health Departments¹ and is offering small grants to successful applicants who participate in this program. These grants are made possible through a grant from The Kresge Foundation.

The Center will support up to twelve projects in local public health departments (LPHDs) from diverse geographic areas across the United States. Applications will be accepted *only* from local health departments serving urban jurisdictions (cities or counties) with a population of 350,000 or more. The Learning Collaborative's goal is to demonstrate approaches that successfully incorporate climate change into local public health department program practice and/or enhance local public health department participation in on-going local and regional climate change mitigation, adaptation and resilience work. Successful applicants will receive \$30,000 over 18 months.

The purpose of the small grants is to develop models that demonstrate a variety of ways in which urban local public health departments can develop, integrate, scale-up and replicate approaches that simultaneously address climate change, community health and health equity. Projects can be new or can complement existing efforts. Participation in the Learning Collaborative's interactive consultation, peer-to-peer training, resource sharing, reflection and evaluation will be an essential part of the program.

The local public health department project will address climate change at the intersection of public health and should demonstrate a focus on health equity and vulnerable populations. Projects will address slowing or preparing for climate change (often referred to as mitigation or adaptation/resilience) or both. The proposed projects will address a specific program area in which the local public health department wants to develop its capacity to address climate change, community health and health equity. Applicants can also propose a project which scales up an earlier effort, and/or contributes to the broader work of LPHDs on climate change, health and health equity by creating a replicable approach or activities.

Projects could incorporate climate change into a variety of public health programs, including, but not limited to: chronic disease, asthma, nutrition (healthy food access/food security), maternal/child/adolescent health, communicable and vector borne disease, public health nursing, community health education, public health preparedness/emergency response, built environment, environmental health, health planning, Health in All Policies, and health equity. Projects could also demonstrate potential strategies for local health departments to explicitly incorporate health and health equity into local or regional efforts to address climate change.

Projects that focus on increasing climate resilience in disproportionately impacted communities, and that show potential for replication in other programs and local health departments, will be favored.

Successful applicants will be required to actively participate and share your work and lessons in a “community of practice” including bimonthly webinars, bimonthly 1:1 consultations, and two mandatory 2-day meetings. Center staff will develop and provide a range of training, support and technical assistance to learning collaborative grant recipients.

In addition there will be a two mandatory 2-day meetings: a kick-off grantee meeting (January, 13-14, 2016) and a meeting at the end of the grant cycle (estimated May, 2017).

Eligibility and Funding Priorities

- Applicant local health departments must be located in an urban jurisdiction with a population of over 350,000, who have not previously received significant support for their climate and health work. The Center will seek geographic diversity in awarding of grants.
- The projects must address climate change, health and health equity, and disproportionately impacted populations in some way.
- The projects must address slowing (mitigation) or preparing for (adaptation/resilience) climate change or both.
- The ultimate goals of the project should address:
 - Building capacity to integrate climate change into the work of the local public health department
 - Strengthening public health department participation in community and/or cross-sectoral partnerships related to climate change, health and health equity
 - Policy, environmental and systems change (recognizing that an eighteen month project may provide just a step towards that change)
- The applicant must provide evidence or rationale to describe why the proposed project is likely to be successful, and how it will build capacity for sustaining work on climate change in the local health department and/or with partners.
- If building on prior work, the applicant must demonstrate how the proposed project is substantially different than what the local health department has previously done.

While collaborative or coalition efforts are encouraged as project proposals, the applicant must be a LPHD or a fiscal agent acting on behalf of the LPHD.

The Climate Change and Public Health Learning Collaborative for Urban Health Departments Grant Program will not fund individuals, universities, or for-profit businesses. Not-for-profit agencies will be funded only in their capacity as a fiscal agent for a LPHD. Grant awards cannot be used for endowment funding, capital improvements, lobbying, fundraising, medication or related medical equipment, or any

program that discriminates on the basis of race, creed, color, disability, sexual orientation or gender.

Requirements of Grant Recipients

- Grant recipients will be required to conduct an initial assessment of activities pertinent to climate change and health within the local jurisdiction between the date of the award (estimated November, 2015) and the first collaborative meeting (January 13-14, 2016). (More information on this assessment will be provided at the time of grant award).
- Quarterly progress reports must be submitted following the timeline and template format provided by the Center.
- A final narrative and financial report must be submitted following the timeline and template format provided
- Grantees will be required to work with the Center to share the “story” of their project which will be disseminated through various media channels
- Grantees must attend an initial **Learning Collaborative kick - off meeting January 13-14 2016** and an ending collaborative meeting in May, 2017; both meetings will take place in Oakland, California, and travel stipends will be provided.

Application Checklist

The following materials must be included in the application. Use Times New Roman or Arial font with a minimum 12 pt. font with 1 inch margins on 8 ½" x 11" white paper.

- Cover letter on letterhead providing the name of the eligible applicant organization, contact information and institutional approval for submission of the proposal

- Statement of support for the project from the Director of the Local Public Health Department

- Executive Summary of the Project (1 page maximum)

- Project Description (5 page maximum)

- Workplan (please cover activities in both 2016 and 2017, see attached template)

- Budget and justification, (see attached template)

Note: Portions of the application sections above that are over the page limits will not be reviewed.

Narrative and Budget Guidelines

Please provide the following information about your organization and your proposed Climate Change and Health Learning Collaborative Project. The project narrative must not exceed six pages.

1) Exec Summary (required but not scored)

- Provide a 1 page summary of the proposed project, including information about your department/agency, the project partners, the project description and implementation

2) About your department/agency (20 points)

Provide a brief description of any work that your local health department has done to date on any of the following:

- Work that explicitly addresses climate change and health
- Work that explicitly addresses health equity and the social determinants of health
- Work on public health programs or activities with climate change co-benefits (e.g. that reduce greenhouse gas emissions or increase climate resilience and simultaneously improve health)
- Intersectoral work with other agencies that are engaged in work on climate change.
- Work with community based organizations that currently or potentially work on climate change and health

3) Project Description (40 points)

Describe the proposed project including:

- What will the project do?
- What are the goals and desired outcomes?
- With what agencies and/or community-based partners will you work to plan and implement this project?
- Indicate if this is a new program area or will complement existing work.
- How will this project help to build your LPHD's capacity to address climate change, health, and equity?
- Describe how this project will involve and/or focus on health equity and vulnerable/disproportionately populations.

4) Project Implementation (40 points)

- Describe your anticipated staffing needs
- Provide the name, title and qualifications of the project coordinator
- Name and title of any project team members

- Describe the LPHD program or office in which this project will be based, and why it is well suited for initiating or expanding work on climate change.
- Describe your community partners and how you will collaborate to implement the project.
- Describe how your organization and its partners are capable of carrying out the work of your proposed project, based on your past work/track record, history of collaboration, and commitment to building capacity and relationships on climate change, health and health equity.
- Describe any foreseen potential challenges or risks and how you plan to overcome them. Please include how you will ensure the ability to expend funds on a timely basis.
- Provide a complete workplan with project goals, specific, attainable and relevant objectives and a timeline (the workplan is not included in the 6 page limit)

5) Budget and Budget Justification

Provide a complete and detailed budget and budget justification (see attached form).

- Total budget for the 18 month project may not exceed \$30,000
- Equipment may not exceed 5% of direct costs
- Indirect costs may not exceed 10%
- Funds cannot be used for endowment funding, capital improvements, lobbying, fundraising or a program that discriminates on the basis of race, creed, color, disability, sexual orientation or gender
- Requests for carryover/ no-cost extensions will not be allowed. All funds must be spent by the end of the award period.

Note: Travel stipends will be provided by the Center for 2 staff to attend the learning collaborative meetings in January, 2016 and May, 2017. This expense should not be included in the budget.

**Timeline for the Climate Change and Public Health Learning Collaborative
For Urban Health Departments**

	<u>Date</u>	<u>Activity</u>
2015	May 25	RFA released
	June 17	Informational call
	July 30	Applications due
	Sept 15	Notice of Award
	Nov 15	Contract finalization
2016	Jan 1	Grant period begins
	Jan 13-14	Learning Collaborative Meeting
	March	Quarterly reports due
	June	
	Sept	
Dec		
2017	March	Quarterly report due
	May (2 days)	Final Collaborative meeting
	June 30	End of award period
	July 31	Final report due

Please note: dates are subject to change

Submission of Application

Applications must be RECEIVED no later than 5pm on July 30, 2015.

Please send to the following email with the subject line: "Climate and Health Learning Collaborative Application"

Kathy.dervin@phi.org

Written questions can be sent to Kathy Dervin at Kathy.dervin@phi.org.

Note: An informational conference call will be held on

June 17, 2015 (10am-11am PST)

for interested applicants. At that time the Center will provide an overview of the Climate Change and Health Learning Collaborative and answer questions about preparing applications for this program.

Call in number: **(712) 432-1212 Passcode 977-976-733**

Questions/answers from this call will be posted on the Center's website:
<http://climatehealthconnect.org>

Review and Notice of Award

Proposals will be reviewed, scored and selected based on information provided in your application. Notice of awards will be made on Sept 15, 2015.

Detailed Budget

Project Year 1: January 1, 2016 - Dec 31, 2016

Expense Budget	Total Project year 1
Personnel Costs	
Total salaries	
Benefits	
Total Personnel Costs	
Non-personnel costs	
Consultant and professional fees	
Supplies	
Equipment rental and maintenance	
Employee expenses, including travel ²	
Conferences and meetings	
Outreach and promotion	
Printing and publication	
Total non personnel costs	
Total direct costs (Personnel + Non-personnel	
Indirect costs @ _____%	
Total Project Expense	

² Do not include travel expenses for the two learning collaborative meetings; these will be reimbursed by the Center.

Detailed Budget

Project year 2: January 1, 2017 - June 30, 2017

Expense Budget	Total Project year 2
Personnel Costs	
Total salaries	
Benefits	
Total Personnel Costs	
Non-personnel costs	
Consultant and professional fees	
Supplies	
Equipment rental and maintenance	
Employee expenses, including travel	
Conferences and meetings	
Outreach and promotion	
Printing and publication	
Total non personnel costs	
Total direct costs (Personnel + Non-personnel)	
Indirect costs @ _____ %	
Total Project Expense	

Budget Justification

Justify the expenses in each category (see sample below). (1 page)

SAMPLE ONLY

Personnel: Ms. Alvarez, project coordinator, will be responsible for leading the project, recruiting other staff to participate, developing project plans and carrying them out with other PH staff and community partners, participating in Learning Collaborative meetings and webinars, and act as liaison to the Center. We request 20% of her time. Benefits are calculated at 26% Total requested: x

Consultant and professions fees: Training consultant on climate change and health equity will develop and implement 3 trainings for LPHD staff and partners. Consulting fee \$500. Stipends for community partners to attend planning meetings and conduct outreach (\$100 x 10 people) Total \$1500

Supplies: Office supplies (\$200) and training materials (\$200): Total \$400

Equipment, equipment rental and maintenance: We request \$250 for our share of the copier rental and maintenance for the project period.

Employee expenses: Parking, mileage (\$0.55/mile) and incidentals to conduct community meetings. We budgeted \$300 for employee expenses

Conferences and meetings: Room rental for 2 community meetings (\$150 x 2), food for each training each (\$75 X 2) Total: \$450

Outreach and Promotion: Bought time to air Radio PSAs in English and Spanish (\$500)

Printing and Publications: Posters and fact sheets on Community Actions Climate and Health will be developed in three languages (English, Spanish and Vietnamese) \$ (Spanish translation will be done in-house, Paid translator for Vietnamese (\$250), Printing of x posters \$400. Printing of x fact sheets (\$200) Art work (\$350)

Other: Support for telephone/communications/ internet for the project's share of this communications expense \$300.

Indirect costs are calculated at 10% of direct costs, excluding equipment

Total cost (Not to exceed \$30,000 for the 18 month project, spread over two years)

SAMPLE WORKPLAN TEMPLATE

(Add pages for multiple goals)

Goal:

Objective/Activities	Outcomes and indicators	Timeline
1. Objective 1.1 Activity	Outcomes:	
1.2 Activity	Outcomes:	
2. Objective 2.1 Activity	Outcomes:	
2.2 Activity	Outcomes:	

Some Selected Background Resources:

Why We Need Climate, Health and Health Equity in All Policies, IOM Brief Commentary, Dec, 2014. <http://www.iom.edu/~media/Files/Perspectives-Files/2014/Commentaries/RudolphGouldCommentary.pdf>

Climate Change, Health and Equity: Opportunities for Action Report PHI Center for Climate Change and Health, April 2015.
<http://www.phi.org/uploads/application/files/h7fjouo1i38v3tu427p9s9kcmhs3oxsi7tsg1fovh3yesd5hxu.pdf>

Climate Action for Health: Integrating Climate Change into Climate Action Planning, Ca. Dept. of Public Health, March, 2012
http://www.cdph.ca.gov/programs/CCDPHP/Documents/CAPS_and_Health_Published3-22-12.pdf

NACCHO has a variety of resources, planning guides and tools on climate change and health <http://www.naccho.org/topics/environmental/climatechange/>

CDC Climate and Health Resources: <http://www.cdc.gov/climateandhealth/>

APHA Climate and Health Resources: <https://www.apha.org/topics-and-issues/climate-change>

APHA Health Equity Report:

https://www.apha.org/~media/files/pdf/topics/equity/equity_stories.ashx

Note: If you are in a state with a CDC BRACE grant (Building Resilience Against Climate Effects) we encourage you to talk with your state health department about resources they may have to assist local health departments in climate and health planning. <http://www.cdc.gov/climateandhealth/brace.htm>