



THE RAPIDES FOUNDATION

Healthy Behaviors Initiative

Healthy Behaviors Mini Grant

Online Proposal Deadline: August 14, 2023, 4:00 p.m. CT

I. Introduction

The mission of The Rapides Foundation is to improve the health status of Central Louisiana. The Rapides Foundation focuses its work in three strategic areas:

- Healthy People, to improve access to healthcare and promote healthy behaviors;
- Education, to increase the level of educational attainment and achievement as the primary path to improved economic, social and health status; and
- Healthy Communities, to improve economic opportunity and family income, and enhance civic and community opportunities for more effective leaders and organizations.

Through this Request for Proposals (RFP), The Rapides Foundation seeks to prevent and control tobacco use, prevent and reduce obesity, and prevent substance and alcohol abuse by funding communities to implement programs (classes, workshops, events) based on evidence-based strategies that support healthy behaviors in the nine parishes served by the Foundation (Allen, Avoyelles, Catahoula, Grant, LaSalle, Natchitoches, Rapides, Vernon, Winn). While not a requirement, the Foundation welcomes organizations to come together to develop projects.

II. Background

Eating healthier, being active, not using tobacco, eliminating the abuse of substances and alcohol are health behaviors that research shows can reduce the risk of some cancers, heart disease, and diabetes. These healthy habits also help improve quality of sleep, control weight, combat depression, boost energy, and lead to a longer, higher-quality life and enhanced well-being.

According to the Foundation's 2021 Community Health Needs Assessment, only 23.3% of adults in the Foundation's service area report consuming five or more servings of fruits/vegetables per day. In addition, 38.5% of adults report "fair" or "poor" availability of opportunities to participate in physical activity in the community. In the Foundation's service area, 3.1% of Cenla adults acknowledge using an illicit drug in the past month and 19.6% are excessive drinkers (heavy and/or binge drinkers). Almost one quarter (22.6%) of The Rapides Foundation Service Area adults smoke cigarettes and 10.3% report using vaping products either regularly (everyday) or occasionally (on some days). The 2021 Youth Risk Behavior Survey shows in Central Louisiana, 28.8% of high school students use tobacco and over 42% tried an electronic vaping product.

There is strong evidence to support physical activity is one of the most important things you can do for your health, people with healthy eating patterns live longer and are at lower risk for serious health problems, and prevention programs work to boost protective factors and eliminate or reduce risk factors. Offering supports and resources to individuals can help them eat well, engage in physical activity and avoid actions that increase risk of disease.

III. Purpose for Request for Proposals (RFP)

This Healthy Behaviors Mini Grant funding opportunity is to support implementation of new or expanded community programs that encourage individuals to make healthy choices by:

- Increasing physical activity
- Increasing healthy eating
- Preventing tobacco use and promote cessation

- Preventing substance and alcohol abuse

Community programs can include: workshops, classes and events. **Programming must be implemented quarterly at a minimum. Programming must begin no later than January 2024.**

The grant offering does not accept proposals involving disease management or treatment as the primary emphasis. Capital expenses and support of leagues or tournaments will not be considered. Programs that duplicate the Healthy Behaviors Initiative School District Partnership Grant work plan will not be considered, examples include Catch My Breath and/or LifeSkills Training during the school day at a school. Requests for start-up garden equipment and supplies and garden maintenance staff will not be considered.

Types of projects we are interested in funding are listed below. Please note that proposed projects should address the needs of the community and should be evidence-based. Choosing an approach below does not guarantee funding.

Increase consumption of healthy foods:

- Nutrition education classes
- Evidence-based nutrition curriculum
- Healthy cooking demonstrations and tastings
- Promotion of healthy food consumption (ex. newsletters, social media marketing, yard signs, how-to videos, etc.) in conjunction with programs (classes, workshops, events)
- Parent/family education to improve healthy eating attitudes and knowledge
- Multi-component interventions that address nutrition and physical activity
- Gardening classes and education

Note: healthy food is being defined as fruits, vegetables, and minimally processed foods.

Increase participation in physical activity:

- Evidence-based physical activity curriculum
- Sports, athletic activities, and active after-school programs for youth/adolescents
- Family-based physical activity programs
- Community fitness programs in settings such as community buildings and parks (ex. aerobic dance, yoga, jogging, sports, cycling, etc.)
- Community challenges (ex. weight loss, steps, etc.)
- Activity programs for older adults
- Promotion of physical activity messaging (ex. social media marketing, how-to videos, texting, etc.) in conjunction with programs (classes, workshops, events)
- Open streets events
- Walking and biking to school or work
- Multi-component interventions that address nutrition and physical activity

Reduce substance and alcohol abuse and prevent under-age use:

- Evidence-based youth prevention education
- Evidence-based mentoring programs with set program and session goals
- Marketing to prevent substance abuse and alcohol misuse and promotion of cessation in conjunction with programs (classes, workshops, events)
- Community substance and alcohol abuse education events with set program and session goals

- Evidence-based family programs that result in reducing substance abuse

Reduce tobacco use and prevent initiation:

- Evidence-based youth-driven tobacco-free strategies, peer-to-peer learning, cooperative learning
- Evidence-based tobacco prevention curriculum (led by trained facilitators preferred)
- Promotion of tobacco prevention messaging and cessation resources in conjunction with programming (classes, workshops, events)
- Tobacco cessation programs

Note: All proposed programs must take place in spaces that are tobacco and alcohol free.

IV. Eligibility Requirements

The primary applicant (grant fiscal agent) must meet all of the following requirements:

- Classified as a Section 501(c)(3) tax-exempt organization under the Internal Revenue Code or a government entity.
- Cannot be a private foundation under Section 509(a).
- Must be an organization within The Rapides Foundation Service Area or seeking funding support for projects restricted to the Foundation’s nine parishes.

V. Funding Guidelines and Grant Terms

Funds up to \$25,000 for a 14-month (November 1, 2023- December 31, 2024) project are available. The Foundation will consider only one application per organization or agency and funding must align with project needs and the mission of the project organization.

Grant funding may be used for:

- Staff time
- Meeting expenses
- Educational activities
- Project-related supplies and equipment
- Marketing (not to exceed 15% of project budget)
- Training
- Contract services for: logistics and coordination, instructors and facilitators
- Indirect cost rate (not to exceed 10% of project budget).

Applicants are not required to secure matching funds and/or in-kind support. **2023 Healthy Behaviors Initiative Program Grant recipients are not eligible to apply.**

Grant funds are not for:

- Lobbying or political programs or events.
- Activities, projects, or programs exclusively benefiting members of sectarian or religious organizations.
- Biomedical, clinical or educational research.
- Direct support to individuals or endowments.
- Funding that supplants existing sources of support.
- Individuals, including patient assistance funds.
- Social events or similar fundraising efforts or telethons.
- Projects outside of the Foundation’s service area.

- Direct funding for medical or social services already funded through existing third-party reimbursement sources.
- Operating expenses not used for significantly expanding the services of ongoing organizations.
- Vans or other vehicles.
- Capital or capital improvements.
- Leagues or tournaments.
- Garden equipment startup costs.
- Garden maintenance staff.
- Programs that duplicate the Healthy Behaviors Initiative School District Partnership Grant work plan at schools during the school day.

Review Process and Additional Considerations

These funding opportunities are limited and are offered on a competitive basis; therefore, it is possible not all applicants will receive funding. Competitive proposals will be evidence-based, community-driven and budgets will be appropriate to the size of the population impacted. We reserve the right to award less than the amount requested. We reserve the right to not award any grants through this Request for Proposals.

A review committee will evaluate all eligible applications based on alignment with the purpose of the Healthy Behaviors Mini Grant and will make recommendations for final decisions by The Rapides Foundation’s Board of Trustees. Reviewers may recommend whole or partial funding of a project. The review committee may use geographic distribution, size of impact/reach, applicant’s history as a grantee, and services to populations experiencing health inequities and/or disparities when making their decisions. The Rapides Foundation will notify applicants, both successful and unsuccessful, in writing by Friday, October 6, 2023.

VI. Timeline for Submission

Proposal deadline	Monday, August 14, 2023 no later than 4PM CT
Notification of selection	Friday, October 6, 2023
Grant term	November 1, 2023- December 31, 2024

Proposals are accepted using the Foundation’s online application process only. The application is located on the Foundation’s website at www.rapidesfoundation.org under the “Grants” tab. Online deadline submission is no later than 4:00 p.m. on the date listed above. In fairness to all applicants, late or incomplete submissions are not considered.

Please note, the proposal must be fully submitted by the deadline; therefore, you must begin uploading documents prior to 4:00 p.m. on the day of the deadline. We suggest you allow a minimum of three hours for the upload process.

Pre-submission Consultation

Prospective applicants are encouraged to schedule a call or a meeting with the Healthy Behaviors Initiative Program Officer to discuss alignment and feasibility of their proposal before submission. Contact Dallas Russell at dallas@rapidesfoundation.org or (318)767-3005 to request a meeting. Please schedule the meeting at least two weeks before the submission deadline.

VII. Accountability, Reporting, Site Visits

If awarded, grantees agree to the following activities and time commitments:

Activity	Description	Frequency
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Virtual Meeting	Informal project update meetings.	Every other month except for when other activities listed below are scheduled that month.
Capacity Building	Support from Healthy Behaviors Program Officer in relevant topics as the project is implemented.	As needed.
Site Visit	On-site meetings and tour of project activities.	One time or more as requested.
Interim and Final Written Reports	A report template is provided and consists of a narrative, budget worksheet, supporting documents and evaluation form.	May 31, 2024 (interim) January 31, 2024 (final)

VIII. Proposal Requirements

All applicants must submit the following information into the Foundation’s online portal. Each narrative question should be answered by directly typing in to the portal or copying and pasting from a Word document.

1. Overview

- a. Applicant organization information (name, address, phone number, email, etc.).
- b. Name, title, phone number and email address of the proposed project coordinator or key contact person from the applicant organization.
- c. Project title.
- d. Requested funding amount.
- e. Total project amount.
- f. Geographic location served.
- g. Project start date.
- h. Project end date.
- i. Brief program description. (Example: ORGANIZATION proposes to increase physical activity opportunities in CITY/NEIGHBORHOOD by offering monthly fitness programs, and weekly nutrition workshops year-round.)

2. Statement of Need

- a. How will your proposed program meet the community’s need?
- b. Is there community support and commitment for your proposed program? If so, has that information been captured via surveys, focus groups, etc.?

3. Program Plan

- a. Describe the proposed program(s) making sure to include:
 - i. What type of program will be offered: classes, workshops and/or events
 - ii. When the program(s) will be offered
 - iii. Who will implement the program(s)
 - iv. Where the program(s) will be offered
 - v. How often will the program(s) be offered

- b. Describe the target population this program intends to benefit and the geographic location the programs will serve.
 - c. What is the marketing and engagement plan to get volunteers, participants, and partners involved in the program(s)?
 - d. Name any partnerships and the role and contribution of each partner.
- 4. Capacity**
 - a. Describe your organization's capacity to carry out the program. (relevant skills, interest, experience with target population, etc.)
 - b. Who will oversee the program and what skills/experience do they bring?
- 5. Program Goal(s)**
 - a. Select all applicable goals
 - Increase physical activity
 - Increase healthy eating
 - Prevent tobacco use and promote cessation
 - Prevent substance and alcohol abuse
- 6. Impact and Evaluation**
 - a. How many people do you anticipate will directly benefit from your proposed program(s)?
 - b. What are the potential benefits of the proposed program?
 - If funded, I agree to implement an evaluation tool provided by the Foundation that will require collecting outputs (ex. # of classes provided, attendance) and a survey on participant behavior change.
- 7. Sustainability**
 - a. What does success look like after the grant period?
- 8. Budget Narrative**
 - a. Provide a budget narrative describing how you propose to use the funds in each line item. (See example provided on website in the Key Materials section.)
- 9. Attachments- Upload documents in grant portal**
 - a. Work plan & Timeline: (use provided template) list the major activities, timeline, person responsible, and expected outputs.
 - b. Budget Worksheet: (use provided template) complete the Excel worksheet to reflect requested funds and any in-kind/match.
 - c. Applicant organization's 501(c)(3) or government entity exemption determination letter.
 - d. Your organization's most current 990, annual audit or financial report.
 - e. A list of applicant organization's board members. Include member name and address, professional/community affiliations and board tenure.
 - f. Signature Page
- 10. Supporting Documents Are Optional But Strongly Encouraged- If including, upload documents in grant portal**
 - a. Letters of Support
 - b. Staff Resumes or Short Bios
 - c. Job Descriptions for anticipated staff
 - d. Community feedback such as surveys, summary of interviews, etc.

IX. Additional Considerations

The Foundation reserves the right to:

- Request additional information from any or all applicants.
- Meet with applicants to ensure full understanding of, and responsiveness to, the application requirements.
- Request modifications to a respondent's application prior to final award to ensure alignment of project elements with the core values, mission, and operating standards of the Foundation.
- Reject any or all applications submitted.

Funded organizations are required to sign a Grant Agreement (contract) and submit a Board Resolution affirming commitment to the grant-funded project by the Board of Directors.

For questions related to this funding opportunity:	For assistance with submitting the online proposal:
Dallas Russell, Program Officer dallas@rapidesfoundation.org Direct: 318.767.3005	Courtney Keys, Programs Assistant Courtney@rapidesfoundation.org Direct: 318.767.3013 Main lines: 318.443.3394 or toll-free 800.994.3394