



**Rhode Island Department of Health
Refugee Health Program
2022 Mini-Grant Application Guidance**

BACKGROUND

The Rhode Island Department of Health (RIDOH) aims to advance health equity for all populations by working to eliminate health disparities, address the socioeconomic and environmental determinants of health, and ensure access to quality health services for all Rhode Islanders, including our vulnerable populations. For the past decade, RIDOH has made strides to improve population health outcomes and achieve Rhode Island's goals for [Healthy People 2030](#). However, disparities persist, and the latest data from the US Centers for Disease Control and Prevention show that the average life expectancy has declined over the past few years. In addition, vulnerable populations (e.g. women, racial and ethnic populations, people with disabilities, and people with low socioeconomic status) continue to experience higher mortality and poorer overall health (as measured by incidences of chronic and infectious diseases, maternal and child health indicators, and behavioral risk factors), as well as disparities in access to medical and other healthcare resources.

PURPOSE

RIDOH's strategic vision is grounded in the idea that every Rhode Islander, in every ZIP code, should have a fair and just opportunity to be healthy. Achieving and maintaining good health is more likely when people are part of communities, schools, worksites, childcare, healthcare systems, and environments that promote health. It takes multiple organizations and community members working together to create healthier, more equitable places and systems. RIDOH proposes to fund **innovative** projects aimed at improving the health and wellness of refugee families and communities.

A. APPLICATION AND SELECTION PROCESS

The Refugee Health Promotion grantees must demonstrate their ability to promote health and emotional wellness for refugees in Rhode Island preferably who have arrived within the last two years, although applicants may choose to focus on serving refugees that have been in RI for the past five years. Applicants are encouraged to be innovative in their approach.

Grant awards of up to \$4,975 are available for projects/programs. Applicants must specify in their grant request which of the following priority areas their proposal aims to address:

- Projects that aim to assess, address, and promote refugee acceptance/hesitancy around COVID 19 testing, treatment, and vaccination with a focus to increase booster vaccines. Projects may include direct outreach and education, community canvassing, or social media/communications initiatives.
- Projects aimed at promoting mental wellness especially among youth, women, and the elderly.
- Projects aimed at assessing the impact of COVID-19 community health assets and needs, as well as the social, economic, physical, and environmental conditions that impact the health of refugee population and that can be used to inform one or more of the 23 Population Health Goals. Assessments must aim to foster improved understanding and response to the cultural and linguistic diversity of refugee communities. Activities may include gathering and analyzing data, hosting community forums or focus groups, or collecting stories. **NOTE: One of the tools below must be identified in the application along with a description of how the guide will be used to conduct the needs assessment:**
 - Community Needs Assessment Guide (Center for Urban Research at Loyola University)
 - <https://cyfar.org/sites/default/files/Sharma%202000.pdf>
 - Community Toolbox – Needs Assessment Guide
 - <https://ctb.ku.edu/en/table-of-contents/assessment/assessing-community-needs-and-resources>
 - CDC CHANGE Toolkit for Conducting Needs Assessments
 - <https://www.cdc.gov/nccdphp/dch/programs/healthycommunitiesprogram/tools/change/downloads.htm>
- Activities aimed at addressing a priority health condition that represents a distinct burden for resettling refugee populations. (See [Center for Disease Control and Prevention Refugee Health Profiles](#)).
- Projects aimed at improving organizational experience in addressing policies, systems, and environmental conditions that impact refugee health and wellness. The specific need and anticipated outcome (i.e., instruction, skill, transmission of knowledge, utilization) for technical assistance must be clearly articulated in the grant request.
- Projects aimed at connecting refugee health to the arts, social or environmental justice, or that promote health literacy.

PLEASE NOTE

- **Projects not aimed at any of the above areas and health fairs are not eligible for funding.**
- **All projects must be completed by 8/31/22.**
- **All final Reports and supplements must be submitted by 9/2/22**

Instructions: Please read through and complete each of the following sections. Your application will be scored on a point basis totaling 100 points. Scores below 70 will not be considered for funding. Each section below should be in narrative format. The application in total should be no more than six (6) typewritten pages. Incomplete applications will not be considered for funding.

APPLICATION & SCORING CRITERIA

- **Budget & Compliance (20 pts)**

Please describe your proposed budget expenses and complete the budget form included in this application. **NOTE: DUE TO FEDERAL BUDGET RESTRICTIONS, MINI-GRANT FUNDS MAY NOT BE USED FOR THE PURCHASE OF FOOD OR BEVERAGES.**

- **Review Criteria (as applicable):**

- Do the proposed program activities align with Mini-Grant specifications/requirements for funded activities?
- Does the proposed budget make acceptable use of funding?

- **Scope of Work, Goals and Objectives (35 pts)**

Please describe the issue(s), need, and audience for your program.

- **Review Criteria (as applicable):**

- Is the aim of the program, need, and audience to be served been clearly articulated?
- Does the organization have the necessary resources and human capital to carry out this program?
- Is the demand for the services that would be provided by this proposed program great enough to carry it on into the future?
- Are the overall strategy and methods well-reasoned and appropriate to accomplish the specific aims of the program? Are potential problems, alternative strategies, and benchmarks for success presented?
- Does the proposed program address an important problem or critical barrier to address refugee health? How will the proposed program be successful in changing the factors/circumstances that contribute to this problem(s)?

- **Agency Description & Background (25 pts)**

Please describe staff roles and responsibilities for your program as well as past experience in implementing your intended program.

- **Review Criteria (as applicable):**

- **Capacity.** Is the organization well suited to carry out the program/project?
- **Staff.** Is the staff sufficient to carry out the proposed activities? Do the organization staff/volunteers have the appropriate experience and training to carry out the program activities successfully? Are staff roles and responsibilities clearly identified?
- **Environment.** Will the community/setting in which the work will be done contribute to the probability of success? Is the organizational support, equipment, and any other physical resources available and adequate for the proposed program activities? Does this organization have access to special resources/circumstances that would enhance the work carried out in this program?
- **Partnerships.** Will the work be carried out with the assistance of other organizations/community collaboration? If so, to what degree will these parties contribute to the proposed program/activity?

- **Innovation (20 pts)**

- **Review Criteria (as applicable):**

- Does the proposed program provide services/opportunities that are not currently available elsewhere to the communities that would be served? If not, how will the proposed program be better than what is currently available and how does this merit funding?

If you have any questions or concerns, please contact Adderlin Bailey at 401-222-5162. Applications may be submitted via email to adderlin.bailey@health.ri.gov or by US mail to the address below. **Mailed applications must be received by 4:30 p.m. Monday, July 25, 2022. FAXED APPLICATIONS WILL NOT BE ACCEPTED.**

Mailing address:

Health Equity Institute
RI Department of Health
3 Capitol Hill, Room 304
Providence, RI 02908

ORIGINAL INVOICE

SUPPLIER REQUEST FOR PAYMENT
RHODE ISLAND DEPARTMENT OF HEALTH
Health Equity Institute
Refugee Health Program

Supplier Name:
Remit to Address:

PO#
Award #

Contract Period: From: To:
 N/A N/A

Billing Period: 8/1/2022 8/31/2022

Title of Agreement: Health Equity Institute Mini-Grant 2022

AUTHORIZED EXPENSE CATEGORY (Listed below are allowable line item charges)

	<u>Expense Amount</u>
Personnel	\$ _____ -
Name: _____ hours @ _____ per hour	_____ -
_____ hours @ _____ per hour	\$ _____ -
Fringe	\$ _____ -
	\$ _____ -
Consultants	\$ _____ -
_____ hours @ _____ per hour	_____ -
Supplies	_____
Printing	_____
Postage	_____
Telephone	_____
Other	_____

Total Invoice Amount: **\$** _____ -

Approval Signatures:

Project Officer: _____ **Date:** _____
(for Agency)

Contract Officer: _____ **Date:** _____
(for RIDOH)

**Send Original invoice,
attach all required back-up documentation,
and mail and or scan to:**

Rhode Island Department of Health
Attn: Perry Gast
3 Capitol Hill, Room 303
Providence RI 02908-5097