



Increasing Healthy Options in Illinois Supportive and Transitional Housing Facilities

-Request for Applications-

Summary Information

Purpose: This project provides assistance to supportive and/or transitional housing facilities in Illinois to increase access to healthy food and beverage options by adopting and implementing tailored nutrition guidance for their organizations.

Application due date and time: Friday, February 26th at 5:00 pm CST

Awardees will be notified by: Wednesday, March 10th at 5:00 pm CST

Award value: \$4,000 - \$6,000 per organization

Project timeline: March 2021 – March 2022

Eligibility: Supportive and transitional housing facilities in Illinois are eligible to apply. Priority will be given to organizations in Cook County, the Peoria/Tazewell/Woodford Tri-County region, and Jackson County, but other regions are welcome to apply.

Please send applications and questions to: Kathryn.Bernstein@iphionline.org with subject line "Nutrition Guidelines in Housing Application."

Introduction

Purpose

The Illinois Public Health Institute (IPHI), with funding from the Centers for Disease Control and Prevention (CDC), is pleased to announce an opportunity for Illinois supportive and/or transitional housing facilities to increase access to healthy food and beverage options by adopting and implementing tailored nutrition guidance for their organizations. Grants will be provided to offset the time and resources required to adjust the foods served to better support the health of residents (and staff, if applicable). To facilitate the change-making process, awardees will also gain access to at least 20 hours of individualized technical assistance and to training and networking opportunities. Funding is available to support up to four organizations.

Background

IPHI leads and implements the Illinois State Physical Activity and Nutrition (ISPAN) program through a cooperative agreement with the CDC. The ISPAN program works to increase access to nutritious foods by helping organizations procure, serve and/or promote healthier foods in a way that is right for them. Organizations that serve low-income, rural and/or communities of color in Chicago/Cook County, the Peoria/Tazewell/Woodford Tri-County region, and Jackson County are prioritized.

Rationale

Good nutrition helps people to live long, productive lives and reduces their chances of developing debilitating chronic diseases, including heart disease, type 2 diabetes, obesity, and certain cancers.¹ Additionally, there is evidence that a healthy diet may decrease risk for depression,² cognitive impairment,³ and diet-related damage to the brain centers involved in learning and memory.⁴ Nutrition plays a critical role in the coronavirus pandemic, too. Foods are the immune system's building blocks, and malnutrition can impair the system's response.⁵ Moreover, Americans with underlying conditions (most commonly heart disease or type 2 diabetes) who contract COVID-19 are 12 times more likely to die of the disease than those without a chronic condition.⁶

Unfortunately, most Americans do not have a healthy diet,¹ and those with lower socio-economic status, especially those experiencing homelessness,⁷ are disproportionately afflicted with diet-related chronic diseases.⁸ Not only can an unhealthy diet negatively impact physical and mental health, but diet-related chronic diseases can lead to overwhelming and destabilizing health care costs.⁹

Transitional and supportive housing organizations play a vital role in supporting community members along their journeys toward independent living. Good nutrition should be central to this process, as it has the power to support residents' short and long-term health, capacity to work or succeed in school, mental health and resiliency. This award opportunity is intended to assist housing facilities with building a food environment that serves nutritious foods and models a healthy dietary pattern that can be carried forward when living independently.

¹ Poor Nutrition. (2020, February 10). Retrieved February 14, 2020, from <https://www.cdc.gov/chronicdisease/resources/publications/factsheets/nutrition.htm>

² Jun S Lai, Sarah Hiles, Alessandra Bisquera, Alexis J Hure, Mark McEvoy, John Attia, A systematic review and meta-analysis of dietary patterns and depression in community-dwelling adults, *The American Journal of Clinical Nutrition*, Volume 99, Issue 1, January 2014, Pages 181–197, <https://doi.org/10.3945/ajcn.113.069880>

³ Spencer, S.J., Korosi, A., Layé, S. *et al.* Food for thought: how nutrition impacts cognition and emotion. *npj Sci Food* 1, 7 (2017). <https://doi.org/10.1038/s41538-017-0008-y>

⁴ Reichelt, A. C., Westbrook, R. F., & Morris, M. J. (2017). Editorial: Impact of Diet on Learning, Memory and Cognition. *Frontiers in behavioral neuroscience*, 11, 96. <https://doi.org/10.3389/fnbeh.2017.00096>

⁵ Thompson, J., Manore, M., & Vaughan, L. (n.d.). How Does Nutrition Affect the Immune System? In *The Science of Nutrition* (2nd ed., p. 473). New York: Pearson Education.

⁶ Stokes EK, Zambrano LD, Anderson KN, et al. Coronavirus Disease 2019 Case Surveillance — United States, January 22–May 30, 2020. *MMWR Morb Mortal Wkly Rep* 2020;69:759–765. DOI: <http://dx.doi.org/10.15585/mmwr.mm6924e2external icon>.

⁷ Health. (2019, March 05). Retrieved December 16, 2020, from <https://endhomelessness.org/homelessness-in-america/what-causes-homelessness/health/>

⁸ Shaw KM, Theis KA, Self-Brown S, Roblin DW, Barker L. Chronic Disease Disparities by County Economic Status and Metropolitan Classification, Behavioral Risk Factor Surveillance System, 2013. *Prev Chronic Dis* 2016;13:160088. DOI: <http://dx.doi.org/10.5888/pcd13.160088external icon>.

⁹ Jardim TV, Mozaffarian D, Abrahams-Gessel S, Sy S, Lee Y, Liu J, et al. (2019) Cardiometabolic disease costs associated with suboptimal diet in the United States: A cost analysis based on a microsimulation model. *PLoS Med* 16(12): e1002981. <https://doi.org/10.1371/journal.pmed.1002981>

Program Overview

Award Components

Selected organizations will receive the below-described support:

- Grant of \$4,000 - \$6,000, varied based on applications received and available funding.
- At least 20 hours of individualized technical assistance from, or with oversight from a registered and licensed dietitian. Technical assistance can include but is not limited to analyzing food service and contracts, menu planning, identifying cost-neutral menu changes, training staff, developing materials, providing resources, engaging residents to gain input, connecting to partner organizations, drafting guidelines, and monitoring compliance.
- Participation in a training and networking community. All participating organizations will join four 1.5-hour calls to learn about healthier food service topics, share resources, discuss challenges, and learn from one another. Please see the award timeline below.

Award Expectations

The below will be expected of selected organizations:

- Formally adopt tailored nutrition guidance that aligns with the 2020 – 2025 Dietary Guidelines for Americans for their organization. Formally adopting guidance may mean it is passed by a Board of Directors and/or signed by an Executive Director or Chief Executive Officer, depending on the organizational structure and procedures. The award process will facilitate the development, adoption, implementation and monitoring of the guidance. The content of the guidance is ultimately up to the needs and discretion of the organization, with input from IPHI.
- Identify at least one, but preferably several “healthy food service champion(s).” One or more champions will be expected to attend four 1.5-hour training and networking calls, as well as four 30-minute check-in calls with IPHI staff. Please see the award timeline below.
- Complete the action steps between training and networking calls (please see the award timeline below). Technical assistance hours can be used to help with the action steps.
- Conduct, or allow IPHI to conduct an audit of the impacted food service to determine compliance with the new guidance. An audit can be conducted by sending pictures of the foods served to IPHI.
- Sign a letter of agreement with IPHI committing to these award components and expectations and to enable dispersion of the grant.

Award Timeline

Please note: this timeline, components and expectations are subject to change

Timeline	Activity
March – May 2021	
March	Action step: execute letter of agreement
Wednesday, March 24 th from 10:00 – 11:30 am	First Group Call: Program Overview and Expectations
April – May	One-on-one check-in and technical assistance call
By June group call	Action steps: develop a goal statement and conduct an assessment

June – July 2021	
Wednesday, June 9 th from 10:00 – 11:30 am	Second Group Call: Input and Buy-In
June – July	One-on-one check-in and technical assistance call
By August group call	Action step: gather input
August – October 2021	
Wednesday, August 18 th from 10:00 – 11:30 am	Third Group Call: Guidance Development
September – October	One-on-one check-in and technical assistance call
By November group call	Action step: draft guidance document
November 2021 – February 2022	
Wednesday, November 10 th from 10:00 – 11:30 am	Fourth Group Call: Guidance Implementation
January – February	One-on-one check-in and technical assistance call
By March 1 st , 2022	Action steps: finalize and adopt guidance
March – July 2022	
March – April	One-on-one check-in and technical assistance call
By July 30 th , 2022	Action steps: train staff and implement changes
August 2022	
By August 31 st , 2022	Audit, or allow IPHI to audit improvements

Application Evaluation

Applications will be scored by a review team with the below considerations:

- Alignment with ISPAN priorities: more points will be given to applicants that serve low-income communities, communities of color and/or rural communities in Chicago/Cook County, the Peoria/Tazewell/Woodford Tri-County region or Jackson County.
- Potential impact: more points will be given to applicants that serve a large population and/or are able to improve a significant proportion of their food offerings.
- Staff involvement: more points will be given to applicants with a representative team of “Healthy Food Service Champions.” For example, organizations may consider involving a representative from food procurement and service staff, leadership, residents, janitorial staff, programing or outreach staff, vendors, etc. It is understood that one staff person may hold multiple roles at smaller organizations and smaller organizations will not be penalized for having a smaller staff.
- Dedication to the change process: more points will be given to applicants that demonstrate a strong commitment to improving their food environments through their statement of interest, current or prior initiatives, and/or their Chief Executive Officer/Executive Director’s letter of support.

Application

Organization Information

1. Name of supportive or transitional housing facility (organization):

2. Organization address:

3. Primary contact person name:

4. Primary contact person email address:

5. Primary contact person phone number:

6. Number of total staff employed by organization:

7. Approximate number of unique residents housed annually:

8. Timeframe for resident occupancy (i.e. how long are residents able to stay?):

9. Brief description of the demographics of the residents served:

Food Service Information

10. What food service venues does the organization have? Please check all that apply.

- | | | |
|---|--|--|
| <input type="checkbox"/> Cafeteria or café | <input type="checkbox"/> Vending machines | <input type="checkbox"/> Snack bars and/or carts |
| <input type="checkbox"/> Catering | <input type="checkbox"/> Food for meetings or events | <input type="checkbox"/> In-room food service |
| <input type="checkbox"/> Food pantry or similar | <input type="checkbox"/> Other (please describe): | |

11. What food service venues is the organization interested in increasing healthy options in? Please check all that apply.

- | | | |
|---|--|--|
| <input type="checkbox"/> Cafeteria or café | <input type="checkbox"/> Vending machines | <input type="checkbox"/> Snack bars and/or carts |
| <input type="checkbox"/> Catering | <input type="checkbox"/> Food for meetings or events | <input type="checkbox"/> In-room food service |
| <input type="checkbox"/> Food pantry or similar | <input type="checkbox"/> Other (please describe): | |

12. Are the food service venues self-operated or contracted? Please indicate for each venue.

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13. If any of the food service venues are contracted, when do the contracts expire? Please enter the expiration date(s) for any food service contract(s).

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14. What proportion of residents' food is supplied by the organization? (E.g. residents receive three meals per day plus snacks, or residents receive one meal per day)

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Healthy Food Service Champions Information

Please enter the person(s) from the organization who will be involved in this process, if selected. The expectation is that at least one consistent team lead (but preferably the entire team) will attend the training and networking and check-in calls, and everyone will work together on the action steps between calls. Having representation from multiple functions of the organization can help to develop realistic, sustainable guidance that is representative of the needs of the entire organization. Consider including representation from food procurement and service staff, leadership, residents, janitorial staff, programing or outreach staff, vendors, etc. Feel free to add lines, if needed. It is understood that one staff person may hold multiple roles at smaller organizations.

Name	Role/Title	Relevant Responsibilities or Notes
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		•
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Description of Interest

15. Please briefly describe why the organization wants to participate in this program. What benefit will it have to the organization and the community? (~100 - 200 words):

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16. Has the organization taken any steps to serve healthier foods, or improve residents' health in other ways, in the past (or currently)? If so, please briefly describe. (~100 - 200 words):

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17. Please include a letter of support from the organization's Chief Executive Officer/Executive Director (or equivalent) with this application. The letter should speak to the organizational leadership's commitment to adopting and implementing tailored nutrition guidance for the organization.

18. Please briefly describe how you plan to use the funding (i.e. staff time, supplies/storage), if selected. Note: the funding cannot be used to purchase food.

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Certifications

Adopt and Implement Nutrition Guidance

20. Will the organization commit to formally adopting tailored nutrition guidance by March 1st, 2022? (Yes/No):

Participate in Calls

21. Will at least one consistent healthy food service team lead (but preferably the entire team) commit to attending the training and networking (schedule on pages 3 – 4) and check-in calls? (Yes/No):

Complete Action Steps

22. Will the healthy food service team commit to completing the action steps in between the training and networking calls? (Yes/No):

Audit

23. Will the organization commit to conducting, or allow IPHI to conduct, an audit of the impacted food service to determine compliance with the new guidance by no later than August 31st, 2022? (Yes/No):

Letter of Agreement

24. Will the organization commit to signing a letter of agreement, committing to award components and expectations as described, with IPHI? Sample letters of agreement are available for review upon request. (Yes/No):

To Apply

Please submit this completed application to Kathryn Bernstein at Kathryn.Bernstein@iphionline.org with subject line “Nutrition Guidelines in Housing Application” by **Friday, February 26th at 5:00 pm CST**.