



# Community Project Mini-Grant Request for Proposal

**Due: Tuesday February 28<sup>th</sup>, 2017**

**Awards will be announced by March 22<sup>nd</sup>, 2017**

**Anticipated Project Period: April 1<sup>st</sup>, 2017 to December 31<sup>st</sup>, 2017**

**Prompt:** The Newport Health Equity Zone (HEZ) invites you to submit a project proposal for our Community Mini-Grant Project. We are looking for proposals that improve the health of residents in the HEZ through either neighborhood infrastructure improvements or supportive staffing. The Newport HEZ includes the North End and Broadway communities. In December of 2015, the HEZ collaborative members conducted a Needs Assessment which included surveys, interviews and focus groups. The data collected has been used to inform the content of this RFP and will be used to determine which project proposals are ultimately funded. Proposals are due no later than Tuesday February 28<sup>th</sup> at 11:59pm. Please e-mail all proposals to Olivia Kachingwe at [okachingwe@wrcnbc.org](mailto:okachingwe@wrcnbc.org). Proposals can also be mailed to 114 Touro Street, Newport, RI 02840 and **MUST** be received prior to the due date.

**Mission & Vision:** The Newport Health Equity Zone is a city-wide coalition mobilizing residents and resources of the Broadway and North End neighborhoods to make Newport a place where everyone can thrive. We envision a city where:

- structural, financial, and environmental barriers to health & well-being are eliminated
- public policy fosters the good health of all residents
- residents feel empowered to control the health of their families and community

**Guidelines:** Please provide your contact information, answer the seven questions listed below and attach a project budget. A budget template has been provided and must be followed. Although line items have been specified, all may not apply to your proposal. **Residents of the Newport HEZ are strongly encouraged to apply! The selected project(s) must fall in either Tier 1 or Tier 2 and will be funded up to \$9,000.**

- **Tier 1 - Neighborhood infrastructure improvements:**

Tier 1 projects physically transform space(s) within the HEZ. Transformations should have a lasting impact and should promote health and wellbeing. For the purposes of this proposal, health and wellbeing includes not only physical health, but also mental health, educational development, access and use of open spaces, and the safety/ease of local transportation. Additionally, although the budget for tier 1 projects is primarily for infrastructure implementation and supplies, small amounts can be set aside for the promotion and use of infrastructure.

***Example: Instillation of an outdoor multi-use fitness station***

- **Tier 2 – Supportive staffing:**

Tier 2 projects fulfill a staffing need for ongoing projects/programs that will amplify pre-existing services provided. Staff should work a minimum of 8 months. Additionally, although the budget for tier 2 projects is primarily for staffing requirements, small amounts can be set aside for program supplies.

***Example: Events coordinator/ community organizer at a facility or organization within the Newport HEZ***

Once proposals are selected we will develop a contract with the applicant. Applicants will be expected to provide a final report at the end of the contract period. Guidelines for this final report will be distributed to the funded agency/individual(s) at the time of the grant award announcement and will be included in the signed contract. **Please contact Olivia Kachingwe at [okachingwe@wrcnbc.org](mailto:okachingwe@wrcnbc.org) or (401) 236-8344 with any questions or assistance needed in completing the proposal.**

**Please provide your contact information:** Name, Organization (if applicable), Mailing Address, Phone Number and E-mail Address

**Question 1:** Please describe your proposed project in 500 words or less (who, what, where and why).

**Question 2:** Provide the project timeline contract period.

**Question 3:** Table 1 includes findings from the Newport HEZ Needs Assessment. Please explain in 250 words or less how your proposal addresses at least one data point from two different categories. There are five categories (education, innovation and economic opportunity/ open space/ transportation/ food access/ arts and culture).

**Question 4:** Please explain in 250 words or less your relevant experience or qualifications. Provide three references and contact information.

**Question 5:** Please explain in 100 words or less how you plan to secure program participants, if applicable.

**Question 6:** In 250 words or less please provide evidence that your proposed change is something that will be well received by the community.

**Question 7:** Permission from all partnering agencies must be secured prior to submitting this proposal. Please identify which partners have explicitly provided their support. Letters of support are required.

**Table 1:**

| <b>COMMUNITY NEEDS AND ASSETS</b>  |
|--|
| <b>PHYSICAL AND EMOTIONAL HEALTH</b>   |
| Approximately 70% of HEZ residents have a “positive attitude” towards physical activity.   |
| Factors that prevent adults in the HEZ from getting and staying healthy include a lack of free time, health insurance, outdoor equipment and space.  |
| Factors that prevent seniors from being as healthy as they would like to be include: no transportation, loneliness, lack of community programs, expense of medications and gym access. Furthermore, seniors expressed the desire for collective walks and/or programs. |
| Among middle school youth, when asked what fun healthy activities they would like to engage in, the top responses were additional team sports, play the sports they do now – just more often and swimming everyday even in the winter – access to an indoor pool.      |
| Less than 50 % of those that live in the Off Broadway and North End neighborhoods agree that at home there are enough pieces of sports equipment to use for physical activity.   |
| <b>EDUCATION, INNOVATION AND ECONOMIC OPPORTUNITY</b>  |
| Adults in the HEZ connect a lack of educational opportunity, particularly access to a college education, as a significant barrier to living an economically stable life.   |
| Both teens and adults want to feel empowered in their communities to make positive change, but report feeling generally disconnected from their neighborhoods.   |
| Adults in the HEZ identify a lack of employment as a barrier to prioritizing physical activity.  |
| <b>OPEN SPACE</b>  |
| Those that are least likely to use parks and open spaces include North End residents, Latino/Hispanics, and Newport residents under 20yrs old when compared to Broadway residents, those who are not Latino/Hispanic, and those 21yrs and over.                        |
| The top park and open space activities that Newport residents would do if available are 1) splash pad or swimming pool 2) gardening 3) trash cleanup 4) attend outdoor community events and 5) biking or mountain biking.  |
| Residents feel as though parks need added elements – like a volleyball net, balls, tables for chess, etc. Furthermore, high school students indicated a desire for more “things to do” in the park.  |
| <b>TRANSPORTATION</b>  |
| The lack of safe active transportation routes and frequent/widespread bus service is limiting access to food, healthcare, jobs, education, physical activity, cultural opportunities and parks.  |
| HEZ residents without a car reported walking on roads with no sidewalks, crossing dangerous intersections, or cutting through unmaintained land to access daily needs.   |
| HEZ residents expressed that they would bike more if they knew how, had a bike and if biking felt safer.   |
| <b>FOOD ACCESS</b>   |
| 58% of Broadway residents walk to get groceries compared to 26% of North End residents.  |
| Barriers to eating healthy include the cost of healthy food, limited time to cook and understanding what constitutes a healthy meal.   |
| To improve healthy food access, HEZ residents expressed a desire for more farmer’s markets or green grocers (produce sellers), community gardens, cooking classes and nutrition education.   |
| <b>ARTS AND CULTURE</b>  |
| The top arts and cultural activities HEZ residents currently engage in include movie watching, cooking, photography and gardening.   |
| HEZ residents expressed a desire for more public art and more free art classes.  |

## Budget Template

### Staff/ Personnel

- Name: Number hours x number of weeks x hourly rate \_\_\_\_\_

### Rent

- Location name: hourly rental fee x # hours \_\_\_\_\_  
*\*this is not needed if your program is at the Florence Gray Center or the Dr. Martin Luther King Jr. Community Center*
- Rain Location name: hourly rental fee x # hours \_\_\_\_\_  
*\*this is needed if your program is outdoors*

### Marketing

- Printing flyer cost x quantity \_\_\_\_\_
- Social media/print advertisement cost x duration \_\_\_\_\_

### Other

- Name: cost of item x number of items \_\_\_\_\_

### In-Kind (i.e. things that are needed that you are not requesting funds for)

- Item name, room space, equipment/supplies etc. \_\_\_\_\_

### Equipment/Supplies

- Name: cost of item x number of items \_\_\_\_\_
- Name: cost of item x number of items \_\_\_\_\_

### Total Amount Requested

\_\_\_\_\_

## Example Budget (\*note all prices are fabricated)

### Staff/ Personnel

- Mildred Care-Alot: 10 hours x 40 weeks x \$15 per hour \$6,000
- Samantha Community (Supervisor): 1 hour x 32 weeks x \$20 per hour \$640
- Fringe for Mildred Care-Alot at 12% \$720
- Fringe for Samantha Community at 12% \$76.8

### Rent

- N/A \$0

### Marketing

- Printing of 50 brochures in color at staples \$60

### Other

- Bus Passes for program participants: \$4 x 20 \$80
- Charter bus for one time field trip: \$200 flat rate plus .50c per mile \$300
- Water for participants: \$1.50 x 80 \$120
- Chips for participants: \$2 per bag x 64 bags \$128
- Granola bars for participants: \$6 for a box of 10 x 15 boxes \$90

### In-Kind (i.e. things that are needed that you are not requesting funds for)

- Paint and construction paper \$150

### Total Amount Requested

\$8,214.8