



**CAPE COD HEALTHCARE  
FOUNDATION**

**Cape Cod Healthcare  
Community Benefits Program**

**Annual Strategic Grants**  
FY2024 Request for Proposals

## **Introduction**

Cape Cod Healthcare (CCHC) is committed to improving the health of Cape Codders by increasing access to quality, comprehensive health care for all. Recognizing that social conditions in which people are born, grow, live, work, and age play a key role in determining health outcomes and health disparities, CCHC invests in partnerships with community organizations that improve the health of Cape Codders.

CCHC Community Benefits uses a broad definition of health that recognizes numerous factors, beyond individual behaviors, that impact individual, community, and regional health. These factors, or social determinants of health, have an upstream impact on health outcomes.

CCHC Community Benefits is pleased to announce the FY2024 Strategic Grant Request for Proposals (RFP). Organizations are invited to submit proposals for programs or projects that improve the physical and/or mental health of Cape Codders, address unmet public health needs, and promote health equity.

Proposals must address one or more needs identified in Cape Cod Healthcare's 2023-2025 Community Health Needs Assessment.

## **2023-2025 Community Health Needs Assessment**

The 2023-2025 CHNA can be found on our website at <https://www.capecodhealth.org/about/caring-for-our-community/>.

Through a review of secondary data, implementation of a community health survey, and a range of discussions with stakeholders and residents of Barnstable County, the 2023-2025 CHNA provides an overview of the current strengths and gaps in our community's health. Numerous key themes emerged in the assessment include housing, economic stress and instability, healthcare access, behavioral health, food access, transportation, health equity and Covid impact. CCHC's Community Health Committee and key CCHC leadership completed a prioritization process to select the community needs to be addressed in the next three years:

### Priorities

- Behavioral Health
- Healthcare Access
- Housing

### Cross-Cutting Themes

- Health Equity
- Economic Stress & Instability

Successful proposals will address one or more of these priorities and cross-cutting themes, and will explain how the project improves the health of Barnstable County.

## Grant Awards

- CCHC Community Benefits will award up to \$300,000 total in FY24 Annual Strategic Grants.
- CCHC Community Benefits' service area is Barnstable County. Funded projects must take place in and/or benefit the people of Barnstable County.
- Grants are for one year only; multi-year grants will not be considered.
- The maximum grant award is \$30,000.
- Grant recipients will invoice for grant payments. All invoices must be received by September 1, 2024.
- Grant recipients agree to submit a final report by November 30, 2024. Reported outcomes will be submitted to the Massachusetts Attorney General's Office as part of CCHC Community Benefits annual reporting requirements. No new grants will be awarded to grantees who have not submitted a final report for any previous CCHC grants.

## Eligibility

To be eligible to apply to this RFP, organizations must be based in Barnstable County and/or focus on serving Barnstable County residents.

Types of organizations that may apply:

- 501(c)(3) public charities
- Organizations serving a charitable purpose that have a fiscal sponsor that is a 501(c)(3) public charity
- Faith-based organizations. We will consider proposals if: (1) services benefit all, regardless of religion; (2) services provided are not religious in nature; and (3) there is no proselytizing associated with the service. Be sure to clearly address this in your proposal.
- Civic organizations. Proposals must be project-based and of a charitable nature; the organization must have a fiscal sponsor that is a 501(c)(3) nonprofit organization.
- Public and private schools. We will only fund projects that exceed the school's budget. Applicant must have a letter of support from the fiscal head of the school.
- Other government agencies with project-based proposals. Applicants must have a letter of support from the fiscal head of the agency.

CCHC will not fund the following through this RFP process:

- Programs that do not align with CCHC's 2023-2025 Community Health Needs Assessment
- Programs serving areas outside Barnstable County
- Duplicative programs in the same service area
- Political or fundraising campaigns
- Construction or renovation activities, leased property or property acquisitions
- Event sponsorships, expenses or incentives including food, beverages, gifts, or tokens
- For-profit ventures

## **Application Process**

CCHC grants are managed through an online process.

Please visit: [https://capecodhealth.us-1.smartsimple.com/s\\_Login.jsp](https://capecodhealth.us-1.smartsimple.com/s_Login.jsp) to preview the application and submit your proposal.

Proposals will be evaluated and scored by CCHC's Community Health Committee, and funding will be approved by CCHC leadership. Grants will be awarded based on alignment with stated priorities and RFP requirements, and will be scored on the elements listed below.

## **Proposal Scoring Elements**

Proposals will be reviewed and scored on the following elements:

1. **Impact**  
Proposal clearly aligns with the priorities listed in this RFP and in CCHC's 2023-2025 CHNA and outlines a solution with a clear plan to evaluate outcomes. Does the project utilize evidence-based practices? Does the proposal demonstrate a change that improves the health of Cape Codders? Does the proposal address the fundamental causes, or upstream factors, of poor health and racial and/or gender identity inequities?
2. **Goals and Objectives**  
Proposal clearly identifies project goals and measurable objectives. Proposal lists SMART (specific, measurable, attainable, relevant, and timely) goals for the project.
3. **Organizational Ability & Collaborations**  
The applicant's overall ability to deliver on the program that they are seeking funding. Collaborators are clearly defined. Does the applicant engage with community residents and other stakeholders to inform their plans? Are historically underserved or underrepresented populations included as partners?
4. **Budget & Sustainability**  
The proposal includes a detailed budget narrative with description of expenses, income, and prospective, pending or secured funding from other sources. The organization presents a practical and realistic plan for sustaining the program.
5. **Equity & Inclusion**  
Does the proposal address issues of bias, discrimination, and racism? How does the organization address these upstream factors in program delivery? Does the proposal positively and meaningfully impact populations that face the greatest health inequities?

## **FY2024 Strategic Grant Timeline**

RFP Release	August 2023
Grant Info Sessions	August 14, 2023; 2-4pm August 15, 2023; 10am-noon
<b>Deadline for Proposal Submission</b>	<b>September 15, 2023</b>
Notification of Awards	November 2023
All invoices must be received by	September 1, 2024
Annual Summary & Outcomes Report Due	November 30, 2024

## **Communication and Technical Assistance**

All communications related to the RFP shall go through the Office of Community Benefits. It is the responsibility of the Applicant to inquire about any requirement of this RFP that is not understood. It is the Applicant's responsibility to check the website for up to date information regarding this RFP.

General inquiries about this RFP can directed to Jennifer Cummings, Associate Director of Development & Community Benefits, by email [jrcummings@capecodhealth.org](mailto:jrcummings@capecodhealth.org).

## **Attachment A: General Information**

- 1.1 **Purpose:** The purpose of this RFP is to solicit proposals under certain terms and conditions in support of CCHC’s Community Benefits mission to enhance the quality of, and access to, comprehensive health care services for all the residents of Barnstable County.
- 1.2 **Background:** As a non-profit, tax exempt 501 (c) (3) organizations, CCHC provides benefits to the community commensurate with our tax exempt status. The provision of Community Benefits support is an important component of CCHC’s mission. Strategic oversight is provided by the Community Health Committee, which in turn is responsible to the CCHC Board of Trustees. The Committee is comprised of individuals involved in the local health and human services arena that represent community-based organizations, community advocacy groups and county government, as well as the CCHC Board of Trustees.
- 1.3 **Scope and Terms:** CCHC seeks to award funding to non-profit organizations offering programs and/or initiatives that align with CCHC’s Community Benefits mission, and specific priorities. The contract term of the grant shall begin upon receipt of a signed grant contract. All grant funds must be invoiced for by September 1, 2024. Grant Recipients will be required to provide an Annual Summary & Outcomes Report no later than November 30, 2024, or upon request by CCHC at any time during the duration of the grant. If the Grant Recipient is unable to meet the contractual requirements or provide services per contract terms, the contract will be suspended or cancelled depending on circumstances and funding will be discontinued. Any funds not expended over the course of the contract must be returned to CCHC within 60 days of contract termination.
- 1.4 **Definition of Partners:** Cape Cod Healthcare will be referred to as “CCHC”. Respondents to the RFP shall be referred to as “Applicants”. The Applicants to whom the contract is awarded shall be referred to as the “Grant Recipient”.
- 1.5 **CCHC Community Benefits will not fund the following requests through this process:**
  - Programs outside of stated priorities
  - Programs serving areas outside Barnstable County
  - Duplicative programs in the same service area
  - Political or fundraising campaigns
  - Construction or renovation activities, leased property or property acquisitions
  - Event expenses or incentives including food, beverages, gifts, or tokens
  - For-profit ventures

## **Attachment A: General Information (continued)**

### **1.6 Review Process**

- a) Proposals will be reviewed and evaluated by CCHC staff and the CCHC Community Health Committee.
- b) Grants will be awarded based on alignment with stated priorities and RFP requirements.
- c) Grant funding will not exceed \$30,000 per proposal.
- d) Awards are officially scored and recommended for funding by the Community Health Committee and presented to the CCHC Board of Trustees. Committee members affiliated with any proposal will recuse themselves from voting on such.

**1.7 Award of Proposal and Distribution of Funds:** Applicants will be notified November 2023. CCHC and Grant Recipients will execute a formal Agreement. Grant Recipients will be required to submit invoice(s) to CCHC for the program. Funding is subject to compliance with the terms of the Agreement.

**1.8 Confidentiality:** Information contained in the proposals will be held in confidence until all evaluations are concluded and awards have been made. Funding and other information that is part of the offer cannot be considered confidential after an award has been made.

**1.9 Technical Assistance:** All communications related to the RFP shall go through the Office of Community Benefits. It is the responsibility of the Applicant to inquire about any requirement of this RFP that is not understood. It is the Applicant's responsibility to check the website for up to date information regarding this RFP.

**1.10 Communication:** General inquiries about this RFP can directed to Jennifer Cummings, Associate Director of Development & Community Benefits, by email [jrcummings@capecodhealth.org](mailto:jrcummings@capecodhealth.org)