**2018 Health and Climate Solutions Call for Proposals**

**Frequently Asked Questions**

*This document will be updated as new questions are asked.*

***New questions are listed first within each subsection in brown font.***

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**Eligibility**

**Q.   Can you be more specific as to what you consider to be an “intervention” and what constitutes “evaluation”?**

A. This Call for Proposals is looking to learn from interventions across communities in the United States or its territories with deep, authentic, and local community engagement.  RWJF is specifically not interested in proscribing, dictating, or signaling what a community might consider a worthwhile, helpful climate, health and health equity intervention. RWJF seeks novel, fresh and innovative approaches to these complex problems. RWJF is attempting to be extremely careful not to limit creativity. If applicants are confident that they have a potentially effective intervention—any approach or approaches that improve health equity through climate change adaptation or mitigation activities—and an appropriate approach to evaluating (i.e., learning about the effectiveness) of the intervention, we strongly encourage you to submit a brief proposal.

**Q. Can these funds be used as a match for a project to which other funders have already committed?**

A. There is no prohibition in this CFP from projects garnering other funding.

**Q. Can these funds be used to evaluate an intervention implemented abroad by a U.S. based organization?**

A. No. This funding opportunity seeks to develop and amplify the evidence around health and climate approaches in the United States. The intervention being researched or evaluated must have been implemented for at least one year in a community in the United States.

**Q.   Can one of my project collaborators be based outside of the United States?**

A. Yes. This CFP is interested in the best ideas from around the world to help build a Culture of Health in the U.S. Applicant organizations must be based in the United States or its territories; however proposals that include participant entities based outside the United States are eligible, as long as those proposals include a U.S. based collaborator as the lead entity in the application.

**Q. Can my organization submit multiple proposals from different departments?**

Any organization that meets the eligibility criteria for this solicitation can be the lead on only one proposal, but can play a support role on other proposals. Individuals can be involved as a key partner with more than one proposal, but could be project director or co-project director for only one proposal.

The community or organization implementing the approaches to address the health impacts of climate change, while improving health equity, should serve as the primary applicant (Project Director), and will be the prime recipient of funds. Individuals from collaborating organizations (e.g., research partner) can serve as the co-Project Director.

**Q. My University has multiple schools/departments/centers interested in this CFP. Are these considered separate organizations?**

No. A university is considered one organization.

**Q. Does the applicant organization need to be the same organization that implemented the intervention?**

A. The community or organization that has implemented the intervention should serve as the primary applicant (Project Director), and will be the prime recipient of funds. The proposal must include robust, authentic, local participation.

**Q. Can the primary applicant have more than one partner?**

A. Yes.

**Q. Are letters of support required in the brief proposal phase?**

A.  No. They are required at the full proposal phase.

**Q. Can the intervention be an intervention that has been successful elsewhere**

**in the US, or does the intervention have to be active for at least one year**

**within the proposing organization's community?**

A. The intervention needs to be implemented in the subject community for at least one year.

**Q. Do I have to be on a special list maintained by RWJF or otherwise be pre-qualified to respond to a call for proposals?**

A. No. Any organization is welcome to respond to a call for proposals (CFP), although prospective applicants should read the CFP carefully to ensure that they meet eligibility requirements.

**Q. If applicants have another grant award with the RWJF foundation are they eligible to apply for this program?**

A. You may apply for multiple grants from RWJF, but each application must be for a distinct project.

**Q.     Do you make grants to for-profit organizations?**

A. The vast majority of our funding is to nonprofit organizations and public agencies. Historically, less than one percent of our funding has been to for-profit organizations, and always in instances where the institution's project is an excellent fit with our strategies and we felt they were best suited to do the work.

**Online Application System and Review Process**

**Q. Can multiple people edit one application in the online system?**

A. Yes. Instructions are under the Resources section on the left-hand side of the application system.

**Q. What will the on-site interviews entail?**

A. Additional guidance, including site visit goals and requirements, will be provided to the applicant organizations at the time in which they are invited to participate in the site visit.

**Q. Is it possible to see full proposal criteria?**

A.  Criteria will be made available to applicants who are invited to submit a full proposal. The goals of this program will not change; however, full proposal criteria will include more specificity around expectations.

**Q. What is the Brief Proposal application deadline and late submission policy?**

A. The deadline is 3pm Eastern Time on February 8, 2019. To be accepted for review, your proposal must be completed and submitted by the deadline.  To be fair to all applicants, RWJF enforces a strict deadline policy. Applicants are expected to notify the program administrator *immediately* after experiencing difficulty with the online application system. To do so, click on the “Contact Us” link on the left side of most screens within the online application site.  We encourage you to submit your proposal in advance of the deadline so that any unforeseen difficulties, e.g., technical problems, may be addressed well before the deadline.

**Q. Are proposals reviewed by experts from outside of RWJF?**

A. In many instances, RWJF asks outside experts on a particular topic to review proposals. By doing so, RWJF aims to ensure that we remain fair and rigorous in evaluating proposals.

**Q. Can you share a copy of a successful proposal?**

A. No, we consider proposals the intellectual property of the applicant and do not share them outside the Foundation.

**Research and Evaluation**

**Q. Are these funds only for program evaluation?**

A. This call is looking to build the evidence around interventions that address the health impacts of climate change while improving health equity. Funds will be largely devoted to doing the assessment or evaluation and the communication and related dissemination activities. It is possible that some funds might be used to continue aspects of the intervention during the project.

**Q. How do you envision an applicant will assess improvement in health outcomes if there was no baseline data prior to the intervention?**

A. We understand that the level of achievable evidence or assessment will vary depending on the intervention. We also understand that people may have started an intervention without initially planning that they might come back and conduct this sort of assessment. The call is looking for a balance of compelling interventions combined with the best possible evidence-building approach given the intervention.

**Q. Would RWJF provide technical assistance for the research/evaluation?**

A. RWJF will not be providing significant research and evaluation technical assistance for this project. Interested applicant organizations without in-house research and evaluation expertise are encouraged to form collaborations (for example, with local academic institutions or health systems) to apply for this funding opportunity. For such collaborations, the collaborating research or evaluation organization should not be listed as the primary project director on the proposal, but may serve as the co-project director.

**Program Themes**

**Q. Must the project cover all of 1) health, 2) health equity, and 3) climate change adaptation or mitigation, or covering one of the three is okay?**

Yes, the project is explicitly looking for interventions that, in some manner, improve health and health equity while also addressing some aspect of climate change.

**Q. How does RWJF define “communities that are most vulnerable to the effects of climate change”?**

A. Applicants have wide latitude to make the case that a community has vulnerabilities to climate change. We deliberately do not have a specific definition for the kind of community that is most vulnerable. We are looking for strengths, though, and as the CFP notes, we are very interested in efforts that arise from indigenous, local, and traditional knowledge bases.

**Q.     What is your definition of equity, health equity, and climate equity?**

A. Though we are open to interpretations and alternate definitions, we define them as:

**Equity:** Fairness and justice, with a focus on outcomes that are most appropriate for a given group and with a recognition of different challenges, needs, and histories.

**Health Equity:** Everyone has a fair and just opportunity to be healthier. This requires adequately addressing obstacles to health such as poverty, discrimination, and their consequences, including powerlessness and lack of access to good jobs with fair pay, quality education and housing, safe environments, and health care.

**Climate Equity:** a subset of health equity – climate equity means that everyone

has a fair and just opportunity to have their risks and vulnerabilities to health

harms from climate change assessed accurately and responded to

proportionately.

**Budgetary**

**Q. Does the $350,000 include indirect costs or just direct costs?**

A. The $350,000 includes both indirect and direct costs.

**Q. Does this Call for Proposals (CFP) require the submission of a detailed budget breakdown?**

A. During the brief proposal phase, only the total requested budget amount is required. There are no requirements for additional budget details.

**Q.     What are indirect costs, and how does RWJF handle them?**

A. Indirect costs are overhead expenses incurred by the applicant organization as a result of the project but that are not easily identifiable with a specific project. These are administrative expenses that are related to overall operations and are shared among projects or functions. Examples include executive oversight, accounting, grants management, legal expenses, utilities, and facility maintenance.

The Foundation’s approved rate is 12 percent of all RWJF costs (Personnel, Other Direct Costs, and Purchased Services) associated with the project. However, if the Purchased Services category equals more than 33 percent of the total of Personnel, Other Direct Costs and Purchased Services, RWJF allows 12 percent indirect on Personnel and Other Direct Costs, and 4 percent on Purchased Services. State the amount requested from RWJF and the amounts being provided from other sources.

Questions on this policy should be directed to the program financial analyst assigned to the grant or the RWJF contact provided in the application materials.