

## Community Solutions for Health Equity FAQs

### Eligibility Questions

1. *Why must the award be made to an organization?*

The Foundation is generally not permitted to make awards directly to individuals or groups of individuals under its public charity status with the IRS.

2. *How do I find an organization to apply and manage the grant?*

You or one of your group members may be an employee of an organization willing to sponsor your program or project. You may also know of an entity in your community that is active in your area of work (i.e., a local community foundation, health center, etc.). You can also find a fiscal sponsor through this resource: <http://www.fiscalsponsors.org/>

3. *What is meant by: “Applicant organizations must demonstrate the capacity to manage awards of this size, either directly or with the benefit of technical assistance”?*

One of the Foundation’s guiding principles is to act as good stewards of its financial resources. In doing so, we review the financial and infrastructure capabilities of the applicant organization to ensure they are able to manage the award. The applicant organization can demonstrate this capacity through proper governance, sufficient staffing and strong policies, procedures and internal controls. Alternatively, this support may be provided through a third party consultant (i.e., technical assistance) or more formally by engaging a fiscal sponsor.

4. *What is a fiscal sponsor?*

Fiscal sponsors are tax-exempt, charitable ventures that have the ability to receive charitable contributions for specific projects, the infrastructure to ensure compliance with applicable federal and state laws and adequate internal controls to ensure that the funds will be used for the intended charitable purposes. Simply stated, fiscal sponsors place responsibility for implementing programs in the hands of project leaders while ensuring appropriate fiduciary oversight.

5. *How do know if I need a fiscal sponsor?*

You may want to consider engaging a fiscal sponsor:

- To access the organization’s 501c3 status if your organization does not have this IRS designation.
- To access the knowledge and experience for monitoring grants and the internal processes for keeping accurate accounting of transactions so that your organization can focus on programmatic tasks.
- To utilize the organization’s systems and processes for grants management and accounting functions.
- If this grant is more than your organization’s operating budget on an annual basis and you don’t believe you have the capacity to manage the grant.

6. *How do I identify a fiscal sponsor?*

Connections in your community may be able to help you identify a fiscal sponsor. Alternatively, [here](#) is a resource to guide you.

7. *What are the responsibilities of the applicant organization for this program?*

The applicant organization will be required to: (1) execute and comply with the Foundation's grant agreement for the program; (2) accept and administer grant funds from the Foundation related to the program; (3) monitor the use of grant funds received from the Foundation to ensure that such funds are only used to support the program; and (4) file annual financial and narrative reports to the Foundation.

8. *Our organization focuses on \_\_\_\_\_ (eg: urban farming, food injustice, elderly population, mental illness, incarcerated populations, oral health, rural communities, DV, immigration etc.). Are we eligible?*

According to the eligibility criteria, as outlined in [the CFP](#), all organizations that address *social determinants of health* (in [the CFP glossary](#)) are eligible to apply. Please note that while the applicant organization can have a wide variety of focus areas, the proposal **must** connect to an issue within the local health care system.

9. *Can a healthcare provider be the lead applicant organization?*

Yes; but they **must** partner with a local, community-based organization.

10. *Is there a specific scope or reach you are looking for? Any specific region?*

CSHE is interested in funding grantees across the United States, the District of Columbia, American Samoa, Guam, Northern Mariana Islands, Puerto Rico, and/or the U.S. Virgin Islands.

11. *If the lead applicant is not healthcare related, are they eligible to apply for this grant or would the healthcare partner have to apply?*

Your organization does not have to be explicitly health care focused. We encourage groups who focus on social determinants of health to apply. However, all proposals **must** connect the issue identified to the local health care system.

12. *Can small churches apply for the grant?*

Organizations that have been recognized as tax-exempt under Section 501(c)(3) of the Internal Revenue Code are eligible to apply, this includes religious institutions, however additional documentation may be required for religious institutions that are not on the IRS master list and/or do not file an annual IRS 990 return. Organizations that are not recognized as tax-exempt under Section 501(c)(3) of the Code must apply through a fiscal sponsor. Please refer to fiscal sponsor and eligibility questions for more information.

13. *Can 3 organizations from 3 separate states partner to write the CFP?*

While partnerships and collaborations are highly encouraged, you **must** be sure that the proposal addresses problems within at least one local health care system.

14. *Can a group of organizations apply together, or should there be only one organization applying per proposal?*

Partnerships and collaborations are allowed and highly encouraged. We ask that only **one** proposal is submitted per group.

*15. Can a local university with a medical school and health network apply?*

If you are partnered with a community-based organization to address an issue in the local health care system, you are eligible to apply. However, please note that this grant opportunity is **not intended to fund research**.

*16. If the proposal is a partnership with a larger organization and small community organization, is it better for the larger or smaller organization to be the project lead?*

All proposals will be considered equally, regardless of the organization submitting the proposal. As stated in [the CFP](#), the Foundation is interested in engaging diverse groups and organizations, including those that have limited experience receiving grants of this size. However, grantee organizations must demonstrate basic organizational and financial capacity to manage a grant of this size. Please refer to the eligibility criteria in [the CFP](#) for more details.

*17. Are local governments eligible to apply?*

All organizations within the health care ecosystem are eligible to apply. Please refer to the glossary in [the CFP](#) for more details. All proposals **must** address an issue within the local health care system.

*18. Are organizations that are in the process of acquiring 501c3 status eligible to apply without a fiscal sponsor?*

No. Organizations that have not yet received their tax-exempt status must enter into a fiscal sponsor arrangement and the fiscal sponsor should apply to receive the grant.

## **Budget Questions**

*19. Can you explain how RWJF covers the fiscal sponsorship costs - is the cost in addition to the grant amount so the community doesn't need to cover that cost?*

RWJF will pay fiscal sponsor fees separately over and above \$300,000. The community organization would not have to cover that cost in their \$300,000 budget. The \$300,000 budget can also include up to 20% of the funds to cover indirect costs, in addition to a fiscal sponsor fee.

*20. Does the funding have to be the same per year, e.g. \$100k/ year or could we spend \$150k in year one and \$75 in year 2 or 3, for example?*

Grantees do not have to expend exactly \$100,000 per year. The annual budget can vary year to year in order to match the needs of the grantee's particular project, up to a total amount of \$300,000 over three years.

*21. How will the grants be distributed?*

Grant funds will be distributed by RWJF to the lead grantee that submits the proposal. The grants are intended to cover a period of 3 years of work, for a total of \$300,000. A payment equal to the first period's budget will be made when the grant is awarded. Subsequent payments will be made upon receipt of required financial and narrative reports.

### **Application Questions**

*22. Are the additional supporting documents included in the 10-page limit?*

No, supporting documents are an extension of your application. Supporting documents are only required in the Full Proposal phase.

### **Program Specific Questions**

*23. What if the local health care system is a public one: a municipal or county hospital, a public-private partnership FQHC, a state university-affiliated hospital? Does this still count as "local health care system policy"?*

Yes, any type of local health care system would be in-scope, including public systems.

*24. Can you distinguish between racial justice/disparities focus and general disparities focus? In other words, if one of the criteria is racial justice, how will the committee address this with disparities that have no specific focus on race?*

As we know, disparities in the health care system are often due to racism. If racism is not the leading focus area of the issue you have identified, your proposal can address other disparities--such as socioeconomics, transportation, access, etc.

*25. Do the TA partners have language capabilities?*

Spanish language TA hours will be available once a week. Please email [cshe@communitycatalyst.org](mailto:cshe@communitycatalyst.org) for TA hours schedule.