



Great Plains Tribal Chairmen's Health Board

**Great Plains Good
Health and Wellness
Program
REQUEST FOR
PROPOSALS**

October 30
2017

The Great Plains Good Health and Wellness (GPGHW) Program is pleased to announce a funding opportunity aimed at reducing and preventing the occurrence of heart disease, stroke and type 2 diabetes among Native Americans within the Great Plains region.



FUNDING OPPORTUNITY OVERVIEW

The Great Plains Tribal Chairmen's Health Board's (GPTCHB) Health Promotion Programs (HPP) provide training and technical assistance to plan and implement community-driven and culturally adapted evidence-based policy, system, and environmental (PSE) strategies. These PSE strategies improve health and reduce the burden of chronic disease in the American Indian population of the Great Plains area. With funding from the National Center for Chronic Disease Prevention and Health Promotion at the Centers for Disease Control and Prevention (CDC), GPTCHB is pleased to announce a new funding opportunity through its Great Plains Good Health and Wellness (GPGHW) program. This funding opportunity will be used to increase the number of tribes within the Great Plains area who develop and implement assessment driven PSE strategies to improve nutrition and physical activity, reduce tobacco use and exposure, increase health literacy, and strengthen team-based care and community-clinical linkages.

PSE strategies are public health interventions that make changes to existing policies, systematic practices, or environmental factors to improve the health of the overall community.

The overall long-term goals of this project are to:

1. Reduce rates of death and disability from tobacco use
2. Reduce the prevalence of obesity
3. Reduce rates of death and disability from diabetes, heart disease and stroke.

Funding will support projects that will facilitate one of the following:

- An increase in the number of tribal programs, tribal schools, or other tribal settings that develop, adopt and implement policies that improve food service guidelines/nutrition standards, promote breastfeeding, increase physical activity or create tobacco-free environments.
- An increase in community-clinical linkages to support prevention, self-management, and treatment of diabetes, hypertension and obesity.
- An increase in the proportion of high risk adults who participate in a CDC recognized diabetes prevention program.

The GPTCHB GPGHW will provide funding of up to \$10,000 per recipient. Up to **four awards** will be available for the 2017-2018 funding cycle. Priority will be given to applications submitted by **11:59 p.m. MST on December 1, 2017**. Applications submitted after this deadline will be reviewed dependent on availability of funds. The project period will run through September 29, 2018.



ELIGIBILITY

In order to be considered eligible for this funding opportunity, applicants must:

- Be a tribe, tribal agency, tribal program, health care facility serving tribes or tribal members, tribal non-profit organization or other non-profit organizations serving American Indians and must be located on one of the reservations or settlements in the Great Plains area.
- Have completed a needs assessment within the last five years or be willing to complete a needs assessment.
- Must develop and implement a community action plan based upon the needs identified in a needs assessment.
- Establish or use an existing Community Advisory Board/Coalition/Committee to develop and implement their project and facilitate cross sector collaboration.
- Be willing to share the results of their work with GPTCHB and the CDC.

PROJECT REQUIREMENTS

SELECTED TRIBAL PARTNERS MUST AGREE TO:

- Sign and return a sub-award agreement or contract with GPTCHB that stipulates the amount of funding with a distribution schedule, designates project contacts, and outlines deliverables and deadlines. The sub-award or contract must be received before distribution of funds occurs.
- Designate one main point of contact to serve as the project liaison. The project liaison will be responsible for submitting all project deliverables, participating in meetings/conference calls, and communicating directly with the GPTCHB GPGHW staff.
- Facilitate regular Community Advisory Board/Coalition/Committee meetings.
- Host at least one site visit by GPTCHB staff to review project.
- Be willing to share and present on project successes and lessons learned as part of a broader information dissemination strategy.
- Participate in phone calls, webinars, and quarterly peer to peer meetings with GPTCHB and CDC staff to discuss progress, barriers, or any technical assistance that may be needed.
- Participate in overall project evaluation activities with GPTCHB, GPTEC and CDC.
- Submit a progress report and all final deliverables to GPTCHB at the end of the project period.

THE GPTCHB GPGHW PROGRAM WILL PROVIDE:

- Funding amount of up to \$10,000 to be paid as specified in sub-award agreement or contract.
- A site visit to meet project staff and review the project work plan and progress.



- Technical assistance and resources for tribes and tribal partners in identified areas of need.
- Conference calls, as appropriate, to support peer-learning between tribal partners.
- Connections to learning communities, national networks, alternate training and technical assistance.



APPLICATION PROCESS

- Complete the enclosed application package. The following will comprise a completed application package:
 - Appendix A: Tribal Affiliation and Contact Information;
 - Appendix B: Application Narrative and Scope of Work;
 - Appendix C: Budget Proposal;
- Submit all sections of the project application. See page 5 for further details.

EVALUATION

The Project Liaison will work closely with GPTCHB and CDC evaluation staff to develop an evaluation plan.

SELECTION PROCESS

All applications will be reviewed by a team of qualified public health professionals. The review committee will grade applications based on:

- Projects demonstrating strong potential to develop and implement a comprehensive community engagement process to help facilitate community-clinical linkages.
- Capacity to perform program objectives in the specified time frame.
- Demonstration of a high level of commitment from all program participants and partners.
- Strength of the budget as it relates to the scope of work.

The scoring rubric is available on page 10. GPTCHB will notify all applicants of the status of their application by **December 18, 2017**.

**This sub-award or contract may not be used to conduct research. If data is used or collected, it must be for public health practices and purposes and directly benefit the community from which it is collected. Sub-awardees are responsible for following the appropriate Internal Review Board protocol, if needed.*



INSTRUCTIONS: Fill out this application in its entirety by typing directly on this document. Submit the application to Whitney Nordvold, Program Coordinator at whitney.nordvold@gptchb.org by **11:59 p.m. MST on December 1, 2017**. The subject line of the e-mail should read: “The Great Plains Good Health and Wellness Application.” Applications may be mailed to: GPTCHB ATTN: Whitney Nordvold, 1770 Rand Road, Rapid City, SD 57702. Applications may be submitted via fax at (605)-721-1932 ATTN: Whitney Nordvold. GPTCHB shall confirm the receipt of all applications via email.

CONTACT INFORMATION	
Contact information for the individual to be contacted for notification of application status:	Name:
	Title:
	E-mail Address:
	Phone Number:
	Fax Number:
	Mailing Street Address:
	City, State, Zip Code:
Tribe or Health Care Facility:	
Organization or Program (if not a Tribe or Health Care Facility):	
Address:	
Target population for which funds will be used (number of individuals):	
Name of Administrator/Director:	

PROJECT LIAISON CONTACT INFORMATION	
Contact information for the individual to serve as Project Liaison (if the same as above, then leave all fields blank).	Name:
	Title:
	E-mail Address:
	Phone Number:
	Fax Number:
	Mailing Street Address:
	City, State, Zip Code:



APPLICATION NARRATIVE AND SCOPE OF WORK

PROJECT SUMMARY (500 words maximum)

Provide a general description of the work the applicant intends to undertake in the proposed project and how the work will be sustained beyond the project period, (if applicable). This should be a concise summary.



PROPOSED SCOPE OF WORK

In the table on page 7, detail your proposed work in terms of these components:

- **OBJECTIVES:** Objectives are the specific aims for your work and should be written so that they are “SMART” (specific, measurable, achievable, relevant, and time-based). You might have several different or related objectives, or only one main objective.
- **ACTIVITIES:** Activities are the specific tasks and work that you will engage in to accomplish your objectives. You will have more than one activity per objective. Each activity should include an expected deadline for completion, such that while the overall objective may not be completed until August 31, 2018, the activities will likely occur throughout the project period.
- **EXPECTED OUTCOMES:** Please develop an expected outcome(s) for each objective written in the work plan. Consider what you anticipate to change as a result of achieving your objectives. Each objective should have at least one expected outcome.
- **IMPACT:** Project impacts consist of the overall effect the program has within the given community during the project period. Impacts may also include success stories achieved as a direct result of the project.

ADDITIONAL INFORMATION

- Use one table per objective, and number each objective accordingly. Each outcome and all activities for that objective will be listed within that same table.
- Add additional rows to the tables below as needed to list out more objectives, activities, and outcomes. Be sure to represent the full scope of your proposed work.
- Please note that sub-awardees will have their Scope of Work added to their sub-awardee agreement or contract as requirements for this project.
- **Please contact Whitney Nordvold at whitney.nordvold@gptchb.org or at 605-721-1922 if you have difficulties filling this form or have any questions.**



TABLE 1. PROPOSED SCOPE OF WORK

Objective 1:		
Expected Outcome 1:		
	DEADLINE	IMPACT
Activity 1.1:		
Activity 1.2:		
Activity 1.3:		

Objective 2:		
Expected Outcome 2:		
	DEADLINE	IMPACT
Activity 2.1:		
Activity 2.2:		
Activity 2.3:		



These funds will be provided as agreements for goods and services, and will be paid as specified and agreed upon in the sub-award agreement or contract. The requested award amount should be appropriate to the level of effort required to engage in the proposed scope of work.

BUDGET PROPOSAL

AWARD AMOUNT REQUEST AND PROPOSED BUDGET

Requested Funding Amount (\$0 – \$10,000): \$

PERSONNEL		DOLLAR REQUESTED		
NAME	ROLE ON PROJECT	SALARY REQUESTED	FRINGE BENEFITS	TOTALS
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
Subtotals----->				\$0
CONSULTANT COSTS				\$0
EQUIPMENT (Itemize)				\$0
SUPPLIES (Itemize by category)				\$0
TRAVEL (Explanation of travel)				\$0
OTHER EXPENSES (Itemize by category, incentives would be listed here)				\$0
SUBTOTAL DIRECT COSTS				\$0
INDIRECT COST				NA
TOTAL COSTS				\$0

Fringe benefits: (\$0)
 Fringe Benefits are calculated at

Supplies: (\$0)
 Supply costs include

Travel: (\$0)
 Travel requested for...

Other: (\$0)
 Other costs include....



The Review Committee will review and score each application based on the following criteria and 100 point scoring system.

OVERALL PROJECT (15 POINTS)

Project is poorly constructed; lack of documented potential and/or community support.	Project outlines some detail but does not gauge or demonstrate community impact.	Project is well-described and demonstrates ability to collaborate with the community.	Project indicates high potential for success through a novel proposal and community collaboration.
(0-3)	(4-7)	(8-11)	(12-15)

PROJECT GOALS AND OBJECTIVES (15 POINTS)

Goals are unclear; objectives are not offered or not SMART; both are unrelated to GPGHW goals and objectives.	Goals are clear; objectives are offered that are weak or lack specificity or measures; both are somewhat related to GPGHW goals and objectives.	Goals are well-framed and adequate; objectives are adequate but may be enhanced; both clearly related to GPGHW goals and objectives.	Goals are exceptionally well-crafted; objectives are rich and help substantially define success; definitely match GPGHW goals and objectives.
(0-3)	(4-7)	(8-11)	(12-15)

IMPACT AND SUSTAINABLE SUCCESS (25 POINTS)

Demonstration of project activities lacking or unclear; proposal unsure of itself in terms of what successful implementation would look like.	Activities are offered but need enhancement; methods indicating a potential impact not well-defined.	Activities and efforts are adequate as offered; elements of the ability to make an impact are strongly identified.	Activities are clearly identified and integrated into the project. Project demonstrates a positive impact in the community and includes a well-defined plan and vision for success.
(0-6)	(7-12)	(13-18)	(19-25)

PROJECT PLAN (25 POINTS)

Proposed steps are not offered or inappropriate; person(s) responsible for different tasks are not stated or unclear; Time for completing steps not well established or may not be feasible	Proposed steps seem misguided or could be significantly improved; person(s) responsible for completing tasks are somewhat appropriate but could be improved, time for completing steps is offered but could be improved significantly	Proposed steps are adequate as presented; person(s) responsible for completing steps are adequate for the proposed effort; Time for completing steps seen as well founded and very achievable	Proposed steps are polished and well thought out; person(s) responsible for completing steps are well suited for the effort; Time for completing tasks is correctly assessed and confident this applicant can deliver on the planned work
(0-6)	(7-12)	(13-18)	(19-25)

PROJECT BUDGET (20 POINTS)

Budget is very poorly constructed; disconnected from project	Budget marginally constructed, appropriately connected to the project with some exceptions	Budget matches well with scope or work as offered and is appropriate to the work	Budget is well crafted and in synergy with project plan
(0-5)	(6-10)	(11-15)	(16-20)



RESOURCES

- GPTCHB Good Health and Wellness
<http://health.gptchb.org/gpghw>
- GPTCHB Community Health Webinar Series:
https://www.youtube.com/channel/UCOmRjs1EYNxEwoPMKTIEk_A/videos
- GPTCHB Good Health and Wellness PSE Resources:
<http://health.gptchb.org/policy-systems-and-environmental-change/>
- GPTCHB Community Health Webinar Series: Navajo Junk Food Tax
<https://www.youtube.com/watch?v=KilI5J1J1eI>
- A Comprehensive Approach to Good Health and Wellness in Indian Country
<https://www.cdc.gov/chronicdisease/about/foa/2014foa/comprehensive-approach-health.htm>
- CDC Community-Clinical Linkages Practitioners Guide:
<https://www.cdc.gov/dhdsp/pubs/docs/ccl-practitioners-guide.pdf>
- Community Planning Tool-Kit:
<http://www.communityplanningtoolkit.org/sites/default/files/Engagement.pdf>

ADDITIONAL RESOURCES

- [GPTCHB Community Health Resources](#)
- [Healthy People 2020](#)
- [National Diabetes Prevention Program](#)
- [Special Diabetes Program for Indians \(SDPI\)](#)
- [Better Choices, Better Health SD](#)
- [Agency for Healthcare Research and Quality](#)
- [Navajo Nation: Community Outreach and Patient Empowerment](#)