

LIVE UNITED



United Way of Northwest Illinois, Inc.

Serving Jo Daviess, Stephenson, & Carroll Counties

**RFP
Health &
Well-being**

**For Fiscal Year
2021-2022**

Board Approved: November 6, 2020

The United Way of Northwest Illinois aspires to be the critical link which brings together our diverse communities to build stronger, healthier and more sustainable communities as cost effectively as possible.

LIVE UNITED



United Way of Northwest Illinois, Inc.

Serving Jo Daviess, Stephenson, & Carroll Counties

Funding Announcement

United Way of Northwest Illinois (UWNI) announces availability of funding for the one year period of July 2021 thru June 2022. Funding will be awarded on an annual basis, continuation after one year based on agency/program performance and available dollars. Investment decisions will be based on the results of a competitive Request for Proposal (RFP) Process. Anticipated total annual available funding for Community Impact Initiatives is based on the annual campaign.

This RFP does not commit UWNI to award funding, to pay any cost incurred in the preparation of a proposal, or to enter into negotiations. UWNI has the right to reject or accept any or all proposals or part of any or all proposals, or to cancel this RFP in whole or in part. UWNI has the right to require additional information from one or more applicant, to negotiate with one or more applicant, and/or to accept any proposal or proposals without negotiations. UWNI has the right, at its sole discretion, to waive minor discrepancies in proposals and minor deviations from RFP requirements. The successful applicant(s), if any, shall be selected based on UWNI's sole discretion in its determination of best value in terms of services provided, qualifications, and cost. At its sole discretion, UWNI may also choose to discontinue a program based on available funding or need, or a change in UWNI prioritization.

Eligibility Requirements

- ❑ Be located in and primarily serving residents of Jo Daviess, Carroll, and Stephenson Counties
- ❑ Be a not-for-profit organization (a 501c3 designation is NOT required)
- ❑ Be incorporated or chartered under appropriate local, state or federal statutes;
- ❑ Abide by federal and state laws regarding non-discrimination and anti-terrorism;
- ❑ Have an active, locally based, volunteer board of directors that meet regularly;
- ❑ Makes policy decisions and holds election of officers;
- ❑ Have an administrative structure with defined lines of responsibility, a mission statement and bylaws;
- ❑ Be financially stable, perform a regular budgeting process and be able to submit IRS Form 990 and all written communications from auditor including Management Letter comments and reports on internal control deficiencies (or Review level financials statements if the Organization is not audited by an independent auditor);
- ❑ Have current license, certification and permits if applicable;
- ❑ Be able to demonstrate effectiveness of its programs/services or activities through measurable outcomes as defined in this RFP.

Requirements of the UWNI Grant Recipients include the following:

- ❑ Identify, implement, and if necessary, build a data system for collection and reporting of outcome indicators and demographic data
- ❑ Develop a process for sharing of data related to outcome measures
- ❑ Become knowledgeable with the Community Impact model and processes
- ❑ Provide regular updates to the United Way Community Impact committee regarding initiative progress
- ❑ Explore new innovative improvement approaches as they become available
- ❑ Deliver program/services as outlined in the approved funding application
- ❑ Identify itself as a UNWI funded partner with logo and name on signage at all service locations, on stationary, newsletters, pamphlets, public communications and press releases
- ❑ Submit 6 month progress reports to UWNI

Use of Community Impact Model

The UWNI believes that large-scale social change comes from better cross-sector coordination rather than from the isolated intervention of individual organizations, therefore the UWNI utilizes a Community Impact model to address community needs. Utilization of this model must be shown in the grant request. Research shows that successful community impact initiatives typically have five conditions that together produce true alignment and lead to powerful results:

1. **Common Agenda** – community impact requires all participants to have a shared vision for change, one that includes a common understanding of the problem and a joint approach to solving it through agreed upon actions.
2. **Shared Measurement Systems** - Collecting data and measuring results consistently on a short list of indicators at the community level and across all participating organizations not only ensures that all efforts remain aligned, it also enables the participants to hold each other accountable and learn from each other's successes and failures.
3. **Mutually Reinforcing Activities** - community impact initiatives depend on a diverse group of stakeholders working together, not by requiring that all participants do the same thing, but by encouraging each participant to undertake the specific set of activities at which it excels in a way that supports and is coordinated with the actions of others.
4. **Continuous Communication** - Developing trust among nonprofits, corporations, and government agencies is a monumental challenge. Participants need several years of regular meetings to build up enough experience with each other to recognize and appreciate the common motivation behind their different efforts. They need time to see that their own interests will be treated fairly, and that decisions will be made on the basis of objective evidence and the best possible solution to the problem, not to favor the priorities of one organization over another.
5. **Backbone Support Organizations** - The backbone organization requires a dedicated staff separate from the participating organizations who can plan, manage, and support the initiative through ongoing facilitation, technology and communications support, data collection and reporting, and handling the myriad logistical and administrative details needed for the initiative to function smoothly.

Purpose of Funding

UWNI's **health** focus areas are rooted from an extensive review of the Carroll, Jo Daviess and Stephenson County Health Department iPlans, the Freeport Health Network, Monroe Clinic, and Midwest Medical Centers Community Health Needs Assessments, and also the Healthy Illinois Project 2021. The analysis of the data from each of these tools shows that local health improvement priorities are consistent across our counties and from this analysis, UNWI established two preliminary health areas of focus, which are listed below.

Focus / Target Area Requirements

Applicants may apply for funding in one or all of these areas.

1. Social, Physical and/or Mental Health Well-being (including substance abuse)

This focus area is on individuals / families attaining a good quality of life, healthy development and healthy behaviors across all stages of life.

- a. Assisting vulnerable populations in obtaining needed mental health and substance abuse support services
- b. Develop / improve health systems and/or environment change. (e.g., healthy food education, affordable, healthy food options, access to free / low cost opportunities for active living such as public parks, walking paths, bike trails, fitness programs)
- c. Engaging individuals / families in behaviors that support their health, wellness and safety.
- d. Access to healthcare services

# of individuals screened for mental health/substance abuse that maintained or improved their overall functioning as measured by GAF	% of individuals served who are screened for mental health/substance abuse that maintained or improved their overall functioning as measured by GAF
# of individuals screened for mental health and who received an intervention (unduplicated)	% of individuals served who are screened for mental health and who received an intervention (unduplicated)
# who participated in nutritious food programs # of Healthy meals served by programs	% of individuals served who participated in nutritious food programs
# who participate in physical activities-	% of individuals served who participate in physical activities-
# of participants who report they are able to maintain or improve their health as a result of participating in programming	% of participants served who report they are able to maintain or improve their health as a result of participating in programming
# of individuals who access health care coverage programs, community-based alternatives, including community health centers or health screenings	% of individuals served who access health care coverage programs, community-based alternatives, including community health centers or health screenings

2. Chronic Disease Self-management

This focus area is on individuals receiving the support necessary to manage their disease and live a fulfilling life.

- a. Individuals are linked with their primary care provider and chronic disease specialist and are maintaining regularly scheduled provider appointments
- b. Individuals have access to and are taking their medication as prescribed and disease specific measures are controlled at the optimum level for the individual.
- c. Individuals are utilizing certified educators, trained health educators or medical professionals to learn about their disease and the management thereof.
- d. Individuals will be partnered with and actively participating in ongoing, uninterrupted case management to assist them in increased opportunities for active living.
- e. Access to healthcare services

# of individuals who are linked with a primary care provider and are maintaining scheduled appointments	% of individuals served who are maintaining scheduled appointments
# of Individuals who have access to and are taking their medication as prescribed and disease specific measures are controlled at the optimum level for the individual.	% of Individuals served who have access to and are taking their medication as prescribed and disease specific measures are controlled at the optimum level for the individual.
# of Individuals who improve decision making skills by participating in a prevention program	% of Individuals served who improve decision making skills by participating in a prevention program
# of Individuals partnered with and actively participating in ongoing, uninterrupted case management to assist them in increased opportunities for active living.	% of individuals served who are partnered with and actively participating in ongoing, uninterrupted case management and have increased opportunities for active living.
# of individuals who access health care coverage programs, community-based alternatives, including community health centers or health screenings	% of individuals served who access health care coverage programs, community-based alternatives, including community health centers or health screenings

Application and Submission Information:

1. UWNI requires applicants for this RFP to apply electronically through uwnwil.communityforce.com.
2. Program Specific Instructions: *Proposals will include the following:*
 - A. Organizational Information: Provide organizations current mission and structure, scope of current services, and describe how all these all contribute to the ability of the organization to conduct program requirements and meet program expectations. Describe the programs current relationship with community collaborations, and how the organization plans to facilitate community impact.
 - B. Project Staffing: What is the staffing of the program/activity including staff qualifications and professional development needs?
 - C. Project Narrative: This section provides a comprehensive framework and description of all aspects of the proposed project using the following headers:
 - a. Introduction –Highlight the overarching problem to be addressed and the contributing factors
 - b. Program Support – provide a brief description of the program/activity, including the utilization of the community impact model to address the target area requirements
 - c. Target population – describe the specific needs or present condition of the target population. Include the area to be served, age group, racial background, and county of residence of participants. Supplemental information requested includes household income and access to health insurance.
 - d. **Contingency Plans- describe in detail the plan for the Initiative should the pandemic prevent or halt the full implementation of the program.**
 - D. Work Plan: Describe the activities or steps that will be used to meet the target area requirements. Use a time line that includes each activity and identifies responsible staff.
 - E. Evaluation: Describe what constitutes success/results for the individuals you serve, including the specific tools and methods used to track results. Include the time intervals that are measured. Describe assessment tools that will be utilized for both indicators of success and outcome measurements. Describe how the program intends to reach target population.
 - F. Budget Narrative: Please include in your budget any expenses related to purchases, training/certification, data collection tools, etc.
3. Letters of support – Please include letters of support from partners demonstrating their willingness to enter into a Linkage Agreement with the recipient to participate in this project. **The Linkage Agreement is to be submitted to the UWNI at the time of the application. The Linkage Agreement should confirm actual contractual agreements and should clearly describe the roles of the contractors and any deliverables.**

Submission Date and Time – Process Timeline

- A. **The grant application is due February 28th, 2021 at 4:00 p.m.**
- B. December 1st, 2020 – RFP available online (www.uwnwil.communityforce.com)
- C. **Dates and locations are TBD: RFP Informational Session & Community Impact Introduction sessions. Applicants who attend this session will receive additional points on their evaluation rubric.**
- D. **February 28, 2021, 4:00pm** – Grant proposal due
- E. June 2021 – Funding award
- F. February 28th 2021 – Linkage agreement(s) due
- G. January 31, 2021 – initial 6 month progress report due
- H. April-May 2022 – Updated Budgets due for currently funded initiatives
- I. **July 31st, 2022 – Annual Report Due**

This RFP does not commit UWNl to award funding, to pay any cost incurred in the preparation of a proposal, or to enter into negotiations. UWNl has the right to reject or accept any or all proposals or part of any or all proposals, or to cancel this RFP in whole or in part. UWNl has the right to require additional information from one or more applicant, to negotiate with one or more applicant, and/or to accept any proposal or proposals without negotiations. UWNl has the right, at its sole discretion, to waive minor discrepancies in proposals and minor deviations from RFP requirements. The successful applicant(s), if any, shall be selected based on UWNl's sole discretion in its determination of best value in terms of services provided, qualifications, and cost. At its sole discretion, UWNl may also choose to discontinue a program based on available funding or need, or a change in UWNl prioritization.