HEALTH EQUITY PILOT PROJECT RFP
Frequently asked questions

General information

Q1: What is the total funding CHOICE has committed to this opportunity?

CHOICE has dedicated approximately $725,000 to pilot projects. We would like to be as responsive as possible to community needs, so we will also review applications to see if any of our other revenue streams can support pilot projects in addition to the dedicated funding.

Q2: Do you anticipate a certain number of small (track 1) and large (track 2) project awards?

Not currently. We anticipate awarding both small and large projects, but the number of each will depend on the number of proposals, interest in each track, and the amount of funding requested.

Q3: Is there potential for renewed funding beyond the pilot?

There is an opportunity for projects to receive additional funding through CHOICE or other organizations beyond the pilot project period, but not a guarantee. Our goal with these projects and the Health Equity Cohort 2.0 is to identify and recommend projects and strategies that show potential for impact and scalability to drive future investment. This may also involve CHOICE and/or funded partners seeking alternative funding sources.

Q4: Do these have to be brand-new projects, or can this contribute to funding an ongoing project/program?

The goal is for these projects to be new initiatives or pilots of non-existent programs that align with our Health Equity Improvement Plan themes. However, we recognize that the service landscape constantly evolves, and we welcome applications that address emerging needs. Therefore, small project (track 1) awards may be granted to existing programs as these needs arise, if they are in alignment with our Health Equity Plan themes. The project must be new for large project (track 2) awards, but it can involve augmenting existing programs, such as adding a new layer or service element that can be thought of as a standalone element. We are interested in receiving those applications if an existing program can be enhanced to align with our Health Equity themes and be evaluated independently from the existing program.

Q5: Is priority given to projects serving large versus small participant groups?

No. All proposals are welcome and will be selected based only on the project selection criteria for each track. There is a selection criterion for "potential for impact" for track 2 awards, but if you can demonstrate the potential impact of the project, such as addressing a pressing health equity need, the number of participants served won't be a selection factor.

Post Award

Q6: How long will project performance periods be?

We are open to different project lengths depending on the proposal. Projects could be anywhere from 6 to 12 months, but if there are proposals outside of that, we would be happy to receive them. Each awardee will be involved in crafting the length of their project and contract terms with CHOICE.

Q7: What data will awardees be required to collect and report?

Awardees will collect and report data based on general reporting guidelines, including:

- Number of participants enrolled
- Number of connections made
    - Type of connections made (ongoing or one-time)
- Demographics of individuals served:
    - Age
    - Sex/gender
    - Race/ethnicity

The application asks applicants to create an evaluation plan to specify their methods for collecting and reporting project impact. Some projects may use numerical data, while others might use storytelling or other methods to showcase their impact on the community. We are open to discussing data and reporting requirements to ensure they do not become a barrier to participation.

Q8: Have allowable and non-allowable expenses been identified?

No. This funding is flexible, so we don't anticipate disallowing costs unless they aren't aligned with project activities or outcomes. If we were to identify a different revenue source to fund a potential pilot project, and if allowable/non-allowable expenses were necessary, we would discuss those requirements with the applicant before entering into an agreement.

Q9: What will the "project evaluation, as outlined in the reporting template" involve?

Project evaluation description and metrics will be included in the reporting template provided to successful awardees. This evaluation will encompass data measures such as the number of people served, their demographics, the number of connections made, and the types of connections made. It involves comparing the initial proposal with the actual outcomes during the reporting period. For example, an awardee might plan to serve 50 people but end up serving 60, or they might anticipate a certain number of connections but experience more or fewer during the period. The goal of the evaluation is to learn from the project as it progresses. Like data and reporting, we are open to unique and appropriate evaluation processes to ensure they do not become barriers to participation.

Q10: What will the invoicing or reimbursement process include?

Invoicing will depend on the project track and duration. Small projects will receive most of the funding up front and will invoice twice: once for the initial proposal agreement and once for the final report submission, unless their project duration is very long. Large projects will invoice quarterly.

Q11: How often will progress reports be due?

All awardees will work with the CHOICE team to define specific reporting terms, but larger projects generally complete quarterly reports, and small projects only submit a final report.

Support & Technical Assistance

Q12: What support will applicants and awardees receive?

Applicants are encouraged to contact program staff for support in developing their proposals. We are available to support applicants, answer questions, and provide feedback for your proposals. Awardees will also be provided with technical assistance on an as-needed basis outside of regular check-ins with CHOICE staff.