



Health and Wellness Grants

2023 Funding Opportunity Guidelines

Online Application Deadline: Friday, July 7, 2023, 4:00 p.m. HST

SUMMARY

Health and Wellness Collaboration and Seed Grants available for a 12-month period of grant funding. Grant awards will range on average from \$30,000 to \$50,000, with smaller \$5,000 grant awards to emerging projects. The anticipated number of grantee partners is approximately 17 to 24.

BACKGROUND

We believe that change can happen when we understand the challenges in front of us and work together to find and implement equitable solutions to those challenges. Established by the Hawai'i Community Foundation (HCF), the [CHANGE Framework](#) identifies six essential sectors, or areas, that affect the overall well-being of these islands and people. We believe that the Health and Wellness sector, from prevention through care and treatment, contributes to that overall well-being. We are pleased to announce a new funding opportunity for the Health and Wellness sector that builds on the previous funding opportunity called the CHANGE Grants Program (2021-2022), which provided the least-restricted possible funding for nonprofit organizations over 18-months to organizations substantially contributing to making impact toward the CHANGE Framework sectors and indicators.

OVERVIEW

The Health and Wellness Grants Funding Opportunity plans to award up to \$620,000 in funds to organizations across Hawai'i. As much as possible, HCF will award funds that are the least-restrictive for community organizations to utilize. For the Health and Wellness Grants HCF has fewer unrestricted fund dollars to work with in this grant opportunity than previously available through the CHANGE grants. Grant awards will be made from a compilation of field of interest funds¹ at HCF including funds that have applicability to Health and Wellness sector programs and projects. To read more about the focus of each fund please see the appendix of this funding opportunity.

Health and Wellness Sector Vision

As part of the [CHANGE Framework](#), HCF has focused efforts on community convening around each sector of CHANGE. HCF's Health and Wellness team has engaged with 243 people over

¹ Field of interest funds are funds set up with specific purposes that support an area of interest defined by the donor of the fund. Some field of interests have broad interests, such as "improving health in Hawai'i" and others have more narrowly defined purposes. At HCF, we have over 1,000 funds and 182 are field of interest funds used in Community Grants and Initiatives grantmaking.

eight months to discuss and collectively determine what our greatest hopes are for well-being in Hawai'i. Through virtual events, in-person convenings across the islands, and many forums for collecting feedback, the following collective vision for the Health and Wellness Sector of Hawai'i was created:

In 10 years, health and wellness has shifted from “fixing the individual” to supporting changes identified and led by communities across Hawai'i. These shifts will impact the overall ecosystem of health in places where people live, connect, work, and play. Shifting agency, resources, and decision-making to community members closest to the solutions creates a more resilient, equitable, and secure Hawai'i.

Please refer to the Health and Wellness Sector Summary of Findings for more information about the vision statement, strategies, and how it was developed.

Funding Opportunity Details

To honor the vision that was developed together, the Health and Wellness Grants Funding Opportunity was created to support nonprofit organizations, programs and projects with purposes that align closest to the vision and work toward achieving impact through shared goals and collaboration. The grant awards will prioritize organizations or projects that are implementing at least one of the strategies listed below. Through community convenings, these five strategies surfaced as major opportunities for impact within the sector. Convening participants identified these strategies as those that will most help to move Hawai'i toward the vision statement over the next 10 years.

1. Providing Better Data and Information
2. Growing the Health and Wellness Workforce
3. Addressing Mental and Behavioral Health
4. Increasing Holistic and Community-Based Health and Wellness Options
5. Involving Communities in Decision-making

We created two different funding opportunities in one grant program because it was important that both established nonprofit organizations as well as groups that are formally and informally working together to implement community-developed programs or activities have an opportunity to apply.

Collaboration Grant Applicants: Description and Eligibility

Expected number of grant awards: 11-14

Maximum award amount: \$50,000

Applicants of the Collaboration Grant shall demonstrate commitment to the Health and Wellness sector and regularly take shared action with other organizations to achieve program goals and impact. Applicant must be a nonprofit organization with a 501(c)3 tax-exempt status and must provide services in Hawai'i. Organizations with any past due HCF final reports are not

eligible to apply. A nonprofit may submit only one application for its organization and, if applicable, one application for a sponsored organization².

Seed Grant Applicants: Description and Eligibility

Expected number of grant awards: 6-10

Maximum award amount: \$5,000

By implementing community-developed programs and activities to improve understanding of how Hawai'i's people thrive and build resilience. The Seed Grant is essentially a chance for pilot projects that are generating solutions to create a more resilient, equitable and secure Hawai'i and hold promise for achieving impact.

Applicant may be a nonprofit organization with 501(c)3 tax-exempt status and must provide services in Hawai'i. Organizations with any past due HCF final reports are not eligible to apply. A nonprofit may submit only one application for its organization and, if applicable, one application for a sponsored organization. Sponsored organizations are eligible to apply to the Seed Grant option.

Seed Grant Applicants must meet two or more of these requirements:

- Applicant organization or sponsored organization has not received funding from HCF before.
- Applicant organization or sponsored organization has two or fewer paid full-time equivalent staff.
- Applicant organization received its nonprofit status less than 10 years ago (since 2013).

All Applicant Criteria

For both Collaboration and Seed grantseekers, the strongest applicants will be those that meet the following criteria:

- Organization's program(s) align with the Health and Wellness sector vision statement and implement one or more of the five strategies mentioned above.
- Organization gathers data that tracks impact and progress toward its goals in the Health and Wellness sector. Organization utilizes data to improve its programs and collaborative efforts.
- HCF is committed to advancing equity in Hawai'i. HCF will support organizations that are focused on addressing the greatest disparities in our community.
- Organization collaborates to better fulfill their mission or leads/participates in a network with partners to foster systems change.

GRANT REQUIREMENTS

- **Grant Term:** Grants will be awarded for a one-year period.
- **Funding:** Generally, grants will be \$30,000 to \$50,000 per organization. Applicants will be notified of funding decisions in September 2023. Grant funds may not be used for: re-granting (i.e., redistribution of these funds to other organizations or individuals); endowments; for the benefit of specific individuals; major capital

² Sponsored organizations can be projects, programs, or informal entities.

improvements including capital campaigns, construction or renovations (minor capital improvements required to implement programs are allowable); or activities that promote religious beliefs.

- **Reporting:** Grantees will be required to submit a final report (narrative and financial) to HCF.
- **Requirements:** Grantee partners must join one Grantee Partner Gathering (mandatory, in-person, tentatively scheduled for January 31, 2024). Additionally, grantee partners may be asked to participate in an evaluation of the program by sharing program data.
- **Technical Assistance & Other Support:** Grantee partners are eligible to receive technical assistance, training, and other support as a grantee partner of the grant program.

APPLICATION PROCESS

HCF supports Trust-Based Philanthropy to strengthen the relationships with our nonprofit partners and create a more transparent application process that reduces the amount of time and labor required to apply. To apply to the Health and Wellness Grants program, applicants need to complete a short online application. A new option is that applicants can submit a short (5 minutes or less) video or audio recording describing your program to supplement the written application responses.

Online Application

This application is available for online submission. Beginning January 2022, the Hawai'i Community Foundation transitioned to a new Grants Portal. New users may register for an account here https://hawaiiicf.smartsimple.com/s_Login.jsp. Registered users may log in to their account to submit an application. Please give yourself adequate time before the submission deadline to access the system and familiarize yourself with the application process and requirements. Additional information can be found in the [Applicant User Guide](#) or through our [How-To video series](#). Should you need any assistance, please submit a [support ticket](#).

Instructions

- Only complete and timely applications will be accepted.
- The online application has fillable boxes with character limits. The character counts in MS Word may not match the character counts in the application. If you cut and paste your work into the application, please be sure your text fits the space provided.
- If you are applying with a fiscal sponsor, the sponsored organization should complete the application through their organization profile.

ORGANIZATION PROFILE

As part of the online application your organization profile must be certified prior to submission of grant applications and must be certified annually. Prior to your application submission, the organization profile needs to be certified and submitted within the last year. This requirement

also applies to fiscal sponsor organization profiles. Information needed to complete your organization's profile includes, but is not limited to, the following:

- IRS 501(c)3 determination letter (not required if previously applied to the Foundation or if applying through a fiscal sponsor)
- Number of full-time, part-time, or regular volunteer staff
- Organization Mission
- Service Location(s)
- Types of services provided (including age, gender, and target populations served)
- Financial Statements
 - Annual Operating budget for current year
 - Income statement (or profit/loss statement) for the most recently completed fiscal year
 - Balance sheet for the most recently completed fiscal year
 - Audited financial statements are preferred, but not required
 - Local units of national organizations must submit local unit financial information
- Board of Directors List

APPLICATION

The application consists of 4 tabs. Information needed to complete your application includes, but is not limited to the following:

- **Program Overview:**
 - Provide general information and characteristics about the program including program title, duration, area of interest, program location(s), ages and genders served, and the CHANGE sector(s) your program most closely aligns with, especially how it aligns with the Health and Wellness sector, or area.
 - For more information about the CHANGE Framework, please visit our website <https://www.hawaiicommunityfoundation.org/change>.
 - If you have a fiscal sponsor, you will be asked to identify your fiscal sponsor. Please note, your fiscal sponsor must have a certified and submitted organization profile in the Grants Portal prior to submitting your application. If they are not appearing in the fiscal sponsor application, please submit a support ticket for assistance.

- **Program Information:**
 - **Organization Description:** Describe the history and mission of the organization/program. What is the organization's experience implementing this program and staff capabilities to conduct the proposed work? If you are not a formal organization, please explain volunteer and team member capacities to implement the project. (*Maximum 2,500 characters = ¾ page*)
 - **Executive Summary:** Provide a brief and concise summary of the applicant's proposed program (over the 12-month grant period). This executive summary may be used for different purposes, including external communications, to

describe the program should a grant be awarded. (*Maximum 2,500 characters = ¾ page*)

- **Problem or Opportunity:** Describe the need or opportunity you are trying to address and why this is critical. For Seed Grant applicants, please additionally describe how the need was identified by the community. (*Maximum 3,000 characters = ¾ page*)
- **Program Activities:** Describe the activities that will be completed to address the need or opportunity. Briefly describe how your project aligns with the focus of the Collaboration Grant or Seed Grant you are applying. Please include a description of proposed actions to address one or more of these five areas: 1) Providing Better Data and Information, 2) Growing the Health and Wellness Workforce, 3) Addressing Mental and Behavioral Health, 4) Increasing Holistic and Community-Based Health and Wellness Options, and 5) Involving Communities in Decision-making. Explain why you chose this approach. Provide a 12-month program or project timeline. (*Maximum 3,500 characters = 1 page*)
- **Expected Results:** Describe what you hope to achieve and how you will measure the effectiveness of your program or project. Describe how the data will be utilized. Optional: Describe any shared support you would like for data collection or tracking indicators. (*Maximum 3,500 characters = 1 page*)
- **Additional Questions:**
 - Select the applicable category you are applying for. (*Check box for Collaboration Grant, check box for Seed Grant*)
 - Select all of the categories that most closely reflect your project purpose: Mental Health, Kupuna, Disability, Abuse, Homelessness, General Health, Native Hawaiian Health, Children, Military/Veterans
- **Budget:** Provide your total program budget, amount requested through this application, and upload a copy of your program's budget, showing income and expenses, indicating sources of income that are pending and secured.
- **Support Documents & Certification:** Upload any additional required documents as listed in the application guidelines.

SUPPORTING DOCUMENTS

Optional: Submit a 5 minute or less audio or video recording to tell the story of your project. This recording may look like a staff member explaining the program/project and recording it on a video conference platform like Zoom, or a staff narrating the program while doing a brief virtual tour recorded with the built-in camera on your phone or device. We are **not** expecting edited, polished videos used for marketing or fundraising for your program. Acceptable formats are .wav, .mp4, .mov, .mp3, .wav, etc. Maximum file size is 2 GB per file.

FISCAL SPONSORS

- Resolution by fiscal sponsor's board of directors authorizing fiscal sponsorship.
- Fiscal sponsor's agreement form

Both forms can be found at: <http://www.hawaiicommunityfoundation.org/grants/fiscal-sponsor-materials>

- Fiscal Sponsor’s IRS 501(c)3 determination letter
- Certification and submission of the fiscal sponsor organization profile in the Grants Portal. A fiscal sponsor cannot submit the application on behalf of the sponsored organization. The sponsored organization must submit the application and the fiscal sponsor must submit their organization profile prior to application submission.

RESOURCES

CHANGE Health and Wellness Sector Summary of Findings deck

Key Dates

Description	Date
Application Release	May 15, 2023
Virtual Information Session Coffee Hour for Collaboration Grant Funding Opportunity <i>Please click the link to register for the Coffee Hour.</i>	May 18, 2023, at 12 PM or May 24, 2023, at 10 AM
Virtual Information Session For Coffee Hour for Seed Grant Funding Opportunity <i>Please click the link to register for the Coffee Hour.</i>	May 22, 2023, at 12 PM
Application Deadline	July 7, 2023
Grant Start Date	October 2, 2023
Grantee Partner Gathering (in-person)	January 31, 2024 (tentatively), 9-1 pm
Grant End Date	October 1, 2024

DEADLINE

The deadline for this application is Friday, July 7, 2023, at 4:00 PM HST.

CONTACT INFORMATION

If you have questions about this funding opportunity please contact Jarissa Lum, Program Associate, at jlum@hcf-hawaii.org. To RSVP to one of the coffee hours, please register through the links listed in the key dates table.

For technical assistance with the online application process, please submit a support ticket at <http://hawaiicommunityfoundation.org/ticket>.

APPENDIX

Health and Wellness Grant Program: Field of Interest Fund List

Fund Name	Focus Area
Allen Fund, Gwenfread Elaine	Mental health and elderly persons
Gower Fund, Anna Kalei	Active U.S. military or veterans
Watanabe Fund, Kitaro	General health and health of children
Yang Fund, Tai Up	Cancer research, children with disabilities, children in the foster system
McGregor Ballard Fund, Dave and Mary	Native Hawaiian senior citizens
Quality of Life Fund	Persons with disabilities or developmental delays
Bruhn Fund, Margaret Zane	Youth and youth with disabilities
Koenen Fund, Albert T.	Abused spouses and children
Aloha Pride Center Endowment Fund	LGBTQ+ population
Wiley Fund, William J. Wiley and Iris M.	Human services for the homeless, hungry, and/or abused