



HAWAI'I COMMUNITY  
FOUNDATION

# COFA Health Outreach Grant Program

## Funding Opportunity

**Online Application Deadline: Friday, June 21, 2024, 4:00 p.m. HST**

### SUMMARY

COFA Health Outreach grants available for a 3-year period of grant funding. Typical grant awards will not exceed \$50,000 per year; however, awards will be determined based on the scale and projected impact of the project. The anticipated number of grantee partners is approximately 10 to 13.

### BACKGROUND

The Compacts of Free Association (COFA) are a series of treaties between the United States, the Federated States of Micronesia, the Republic of Palau, and the Republic of the Marshall Islands. These treaties were partially established as compensation for the loss of life, health, land, and resources following US nuclear testing in the South Pacific from 1946 to 1958. Under COFA, all citizens of those nations have a unique immigration status, allowing them unrestricted entry into the US as legal migrants – in exchange for US military access to their islands. However, federal benefits available to US citizens have historically been inaccessible for COFA migrants due to frequent rule changes and bureaucratic inconsistencies.

In 2020, Congress fixed a long-standing flaw in the Medicaid statute and made COFA citizens residing in the US eligible to apply for and receive Medicaid benefits. This occurred when COFA citizens and other Pacific Islanders in Hawai'i were experiencing disproportionately high COVID infection and death rates, revealing the dire need for better access to medical services. In response, the COFA Health Outreach grant program was created at Hawai'i Community Foundation (HCF) to support increased Medicaid enrollment of COFA migrants residing in Hawai'i.

HCF, in partnership with several other donors and foundations, recognizes the critical role that community-based nonprofits play across Hawai'i in providing outreach and information on healthcare options to historically excluded populations in Hawai'i. The State of Hawai'i Department of Human Services contracts with several nonprofits across the state to provide outreach and enrollment services to all those eligible for [Med-QUEST](#) or alternatively, for subsidized private health insurance under the Affordable Care Act for those not eligible for Med-QUEST.<sup>1</sup> Due to the changes in federal eligibility, special focus has been on outreach to the COFA population. This Funding Opportunity aims to provide additional support to organizations conducting outreach to the COFA population with an emphasis on building the capacity of these critical organizations to empower and engage COFA members to be the providers, educators, translators, and leaders of the outreach effort.

### PROGRAM GOALS

The goals of the COFA Health Outreach program are:

1. To increase the enrollment of eligible COFA migrants in either Medicaid or other health insurance coverage

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<sup>1</sup> See <https://hands.ehawaii.gov/hands/awards/award-details/171124> for Award details, and <https://hands.ehawaii.gov/hands/opportunities/opportunity-details/21232> for Department of Human Services' 2022 Bidding Opportunity.

2. To build and strengthen the capacity of the COFA community to facilitate greater access to effective, culturally-aligned health and well-being programs
3. To strengthen the organizational sustainability of COFA-led and COFA-serving nonprofit organizations

### **FUNDING OPPORTUNITY DETAILS**

This Funding Opportunity will invest in organizations that can demonstrate an understanding of, and have a track record for, delivering outreach services to the COFA community. HCF seeks to support the following types of projects:

- Outreach that decreases barriers faced by COFA communities to accessing and utilizing healthcare
- Expanding or modifying delivery of services to strengthen compatibility with the needs of COFA communities
- Enhancing services through the engagement of trusted Micronesian leaders and community supports from COFA communities
- (Once grantee partner organizations are selected) Organizational strengthening for COFA-led and COFA-serving nonprofits that improve leadership skills, governance, financial/accounting systems, planning, data/reporting systems, communications, and/or program evaluation

Funds may be used for the following types of expenses if they are clearly tied to the project goals:

- Expansion of staff that bring expertise, awareness, and connection with the COFA community
- New personnel or consultants for language translators, navigators, and community coordinators from a diverse language group of the COFA community
- Launch and support of partnerships with other key community-based organizations that can increase outreach to underserved and hard-to-reach COFA communities
- Communication campaign expenses for outreach to COFA communities
- Supplies or incentives used to increase attendance and engagement at outreach events
- Improving staff expertise around key organizational capacities through training or mentoring
- Improved data collection and reporting expertise
- Technology, including hardware, software, or cloud-based services, that are integral to the project

### **ELIGIBILITY**

- Applicants must be nonprofit organizations with tax-exempt 501(c)(3) status and provide services in the State of Hawai'i, or be fiscally sponsored by an eligible nonprofit organization.
- Applicants must be in good standing with HCF. Organizations currently funded by HCF with overdue final reports are not eligible to apply.

### **GRANT AWARD & REQUIREMENTS**

- **Grant Term:** Grants will be awarded for a 3-year period, contingent on availability of funds and satisfactory progress reports. Applicants will be notified of funding decisions in July 2024 with a grant start date of August 1, 2024. Year one grant payments will be mailed upon execution of a Grant Terms and Conditions Agreement.
- **Funding:** Generally, grants will not exceed \$50,000 per organization per grant year (maximum of \$150,000 over the three-year period). Larger grants may be considered for

applicants that can demonstrate reaching a greater number of COFA individuals. Grant funds may not be used for: endowments; for the benefit of specific individuals; major capital 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 annual progress reports (narrative and financial) to HCF. Second- and third-year grant payments are contingent on receipt and approval of prior year's progress report. A final narrative and expenditure report must be submitted to HCF one month after the grant term ends. In lieu of interim reports, grantees will be required to participate in brief check-in calls (via phone or Zoom) with HCF staff halfway through each grant year to discuss progress, challenges, etc.
- **Requirements:** Grantee partners must participate in training and networking opportunities including grantee gatherings and other events. Training topics at grantee gatherings and events will be informed by grantee feedback and may focus on building organizational and program capacity, achieving financial sustainability, etc. Grantee partners must complete an organizational assessment within the first three months of the grant period.
- **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 COFA Health Outreach program, applicants need to complete a short online application.

### Online Application

This application is available for online submission through Hawai'i Community Foundation's Grants Portal. New users may register for an account here [https://hawaiicf.smartsimple.com/s\\_Login.jsp](https://hawaiicf.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.
- If you are applying with a fiscal sponsor, the sponsored organization should complete the application through their organization profile.
- The online application accepts diacritical markings in written 'Ōlelo Hawai'i (Hawaiian language).

### 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:

### 1. 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.

### 2. Program Information:

- **Organization Description:** Describe the history and mission of the organization/program. What is the organization's experience working with COFA communities and staff capabilities (e.g., COFA languages, KOLEA certifications) to conduct the proposed work? *(Suggested length = 2 paragraphs)*
- **Executive Summary:** Provide a brief summary of the proposed program. This summary may be used for different purposes, including external communications, to describe the program should a grant be awarded. *(Suggested length = ½ paragraph)*
- **Problem or Opportunity:** Describe the healthcare access issue or need that your organization would like to address, and any key challenges you see for the COFA communities you serve. *(Suggested length = 1 paragraph)*
- **Program Activities:** Describe how you will implement your project. What are the key activities and timelines? Who are the person(s) responsible for carrying out these activities? Which COFA languages and culture group(s) will you serve? Describe any partnerships that you intend to continue or create to facilitate your project. *(Suggested length = 3-4 paragraphs)*
- **Expected Results:** Describe the impact your organization seeks to achieve - including how many members of the COFA community you anticipate serving in each grant year - and how you will measure your progress. Beyond tracking the number of people engaged via outreach and number enrolled in health insurance, what are the other ways you collect data or information that helps you understand your progress? *(Suggested length = 1-2 paragraphs)*

3. **Budget:** Please submit a program budget, including anticipated program expenses for each grant year. Please also provide a list of other funding sources for this work, including amount, status, and what the funding supports. A template is available in the Grant Portal's Resources > Additional Documents and Templates section, but other formats are also acceptable.
4. **Support Documents & Certification:** There are no additional required documents for this application. Applicants may choose to use this section to upload materials they feel strengthens the application or further demonstrates their relevant experience.

### 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.

### Evaluation Criteria

The strongest proposals are those that demonstrate the following criteria:

1. Organization demonstrates it has the experience to provide services and the capacity (staff, volunteers, certifications, language expertise, etc.) to fulfill its service commitments.
2. Organization demonstrates its connection and strong track record working with COFA communities.
3. Organization understands the needs of the communities it serves and provides services that are attuned to those needs.
4. Organization partners and collaborates with other organizations to better fulfill its mission or leads/participates in a network with partners to foster systems change.
5. HCF is committed to advancing equity in Hawai'i. HCF will support organizations that are focused on addressing the greatest disparities in our community.

### KEY DATES

Description	Date
Application Release	May 10, 2024
Virtual Talk Story/Technical Assistance Hour <i>Join us for an optional, "drop-in" style Zoom session, where HCF staff will be available to answer questions related to the Funding Opportunity, Grants Portal, etc. Please click the link to register. Note: participation is <u>not</u> required to be eligible for a grant award.</i>	<a href="#">May 24, 2024, 1-2pm</a> or <a href="#">June 14, 2024, 11am-12pm</a>
Application Deadline	June 21, 2024
Grant Start Date	August 1, 2024
Grant End Date	July 31, 2027

**CONTACT INFORMATION**

If you have questions about this Funding Opportunity, please contact Malia Maier at 808-566-5588 or [mmaier@hcf-hawaii.org](mailto:mmaier@hcf-hawaii.org)

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