

Con Alma Health Foundation 2023 Grant Guidelines

Summary

Con Alma Health Foundation (CAHF) provides grants to eligible nonprofits working to improve health and advance health equity for people who live in New Mexico. Our aim is to ensure that New Mexico's diverse communities have fair opportunities to lead healthy lives.

Request Amounts

Applicants may request \$15,000, \$20,000 or \$25,000 for one year of support. The Foundation anticipates funding up to \$650,000 total (or approximately 22-26 grants).

Key Dates – 2023 Grant Cycle

- May 17, 2023 – grant application period opens
- June 16, 2023 (11:59 pm) – grant application period closes
- November 2023 – applicants notified of grant decision
- December 2023 – grant agreements and awards disbursed

Grant Implementation Period

January 1, 2024 to December 31, 2024

Six Priority Areas

Con Alma prioritizes efforts that will impact many individuals within a network, community, or communities – rather than focusing on 1:1 direct services to individuals.

1. **Access** – CAHF supports proposals that focus on access to health and healthcare as well as improving the health status and quality of life for the uninsured and medically underserved in New Mexico.
2. **Culturally Appropriate Services** – CAHF supports efforts that aim to reduce health disparities, particularly for rural and tribal communities, immigrant families, and people of color. We support traditional and community-based approaches to health and efforts that support the hardest to reach individuals and communities in New Mexico.
3. **Evaluation/Research** – CAHF supports new solutions to old problems and efforts that have the courage to risk failure. This may include data analysis, support of policy and advocacy, and/or the creation of new knowledge.
4. **Health Promotion** – CAHF supports efforts that define health broadly and emphasize education, prevention, and personal empowerment.
5. **Policy** – CAHF supports consumer participation in health policy formation and advocacy efforts to improve the health and well-being of people who live in New Mexico.
6. **Workforce Development** – CAHF supports the development of professionals who reflect the cultural and linguistic diversity of communities in New Mexico. This includes individuals who are participating in traditional as well as non-traditional training and educational opportunities.

How Proposals Will be Reviewed

Strong proposals will communicate the following:

- **A sense of urgency.** The proposed work is timely and necessary in the respective community or communities in which the work will take place.
- **Health needs and gaps.** The proposed work addresses challenges that disproportionately impact historically underserved populations in New Mexico (e.g., low-income, uninsured, underinsured, rural, immigrants, tribal, people with disabilities, LGBTQ+, elders and seniors, etc).
- **Clear goals and objectives.** The proposed work has realistic outcomes, is results oriented, and accomplishment is feasible during the 12-month grant period.
- **Community led solutions.** The proposed work includes community voices and community-led solutions and is not solely a top-down approach.
- **A focus on systems change.** The application considers root causes within systems and institutions that inhibit success for some communities or individuals. Proposed solutions incorporate an equity and social justice lens to ensure New Mexico's diverse communities have equitable opportunities to lead healthy lives.

Eligibility Criteria

1. Grants are awarded to tax-exempt, nonprofit organizations under Section 501(c)(3) Code of the Internal Revenue Service or to Fiscal Sponsors with a 501(c)(3) designation.
2. This opportunity is open to all eligible applicants (based on the guidelines outlined), including current and past grant recipients of Con Alma Health Foundation.
3. Work funded by the grant must benefit people living in New Mexico.
4. Priority communities in New Mexico:
 - Communities historically marginalized or traumatized because of race, language, gender, sexual orientation, or spiritual beliefs
 - Immigrant, rural, and border communities
 - Low-income and economically disempowered communities
 - People with disabilities and people suffering from chronic health conditions and trauma-related health inequities
 - People who are uninsured, underinsured, and/or medically underserved
5. The foundation funds requests that have the potential to benefit many members in a system, network, or community (vs. individual needs). Small, grassroots, and medium-sized organizations are especially encouraged to apply.*

**Based on the organization's annual operating budget, we define organization size as: small (<\$500,000), medium (\$501,000-\$1 million), and large (>\$1 million).*

Applying through a Fiscal Sponsor

- Projects, non-profits, public or governmental agency or a federally recognized tribe in the state of New Mexico without IRS 501(c)(3) designation may apply through a fiscal sponsor.
- If using a fiscal sponsor, the organization serving as fiscal sponsor must have verifiable 501(c)(3) status from the IRS and a current organization profile in CAHF's grant portal.

Required Information

1. **Proposal Budget.** All applicants are required to complete the budget form in the CAHF online grant portal. See the FAQs for more detail on what information to prepare.
2. **Organizational Budget.** All applicants are required to upload a copy of the organization's general operating budget, showing all funding sources and major expense categories, for the most current fiscal year (if fiscal year ends on June 30th, use upcoming fiscal year budget).
3. **Tribal Support Letter.** Organizations working directly with sovereign nations, pueblos, or tribal communities or within their jurisdictions must upload a letter of support from a community-based tribal group or from the tribe(s)/nation(s) within which they will be working as an attachment to the application. ***

*** If additional time is needed to secure the required documentation, follow these steps:

- At the time of application submission, upload a note/letter noting the reason for the delay.
- Extension deadline for uploading Tribal Support Letter requirement(s) is **Friday, June 23, 2023**.
- If required documents are not uploaded by the extension due date, the application will not be considered.

Use of Funds / Allowable Costs

- The Foundation will award grants of up to \$25,000.
- Funds may be used for personnel (staffing/benefits), professional services (contractors, evaluators), operational expenses (supplies, printing, postage, copying, communications), meetings and travel (venue rental, training costs), and other direct and indirect expenses.
- Purchases of property or equipment are limited to \$5,000 per item.

Exclusions/Restrictions

- Political campaigns, political lobbying, or other partisan activities prohibited by section 501(c)(3) of the Internal Revenue Code
- Support to individuals, scholarships, or fellowships
- Capital or endowment campaigns, annual fundraising campaigns, event sponsorships, debt liquidation, or clinical research
- Grants to organizations that discriminate based on race, ancestry, national or ethnic origin, disability, sex, age, religion, sexual orientation, or gender identity
- Grants made for religious purposes
- Grants for construction, renovation, or repairs

How to Apply

CAHF Grant Portal

- Log into [CAHF Grant Portal](#)
- On the home screen, find the “My Applications” section and click on “Funding Opportunities.” If you have already started an application you will find it in the “In Progress” list.
- Applicants new to Con Alma must first register and create an organizational profile. You may find instructional videos for this process [here](#).

For assistance in navigating the grant portal, email: sysadmin@conalma.org.

Award Information

- A. Notification of Award Recipients.** The Foundation will notify grant recipients no later than November 6, 2023.
- B. Grantee Expectations.** Grant recipients should plan on signing and returning a Grant Agreement within 10 days of receipt and completing a final written report in the grant portal within 30 days of grant completion.

Questions

- For technical assistance with the grant portal, please email sysadmin@conalma.org.
- If you have questions about the proposed work, please sign up for 1:1 office hours.
 - Click [HERE](#) – (Tues 5/23, Thur 6/1) with Dennis McCutcheon, Program Officer.
 - Click [HERE](#) – (Fri 5/26, Wed 5/31) with Denise Herrera, Executive Director.

If you need technical assistance with the grant portal or with making updates to an existing record, please email sysadmin@conalma.org.