



Mini-Grant Letter of Interest-Guidelines

** Please note this document is for informational purposes only. All sections and corresponding questions must be answered through the DHCD grantee portal.*

Section #1: Organization Information

In this initial section basic information will be collected from the following two areas:

Organization

- Organization Name
- Organization Type
- Tax ID
- Address
- Website Address
- Brief description of the history and mission of the organization (200-words or less)
- Annual Organization Budget

Primary Contact

- First and Last Name
- Title
- Office and Mobile Phone Number
- Email Address

Section #2: Program/Project Information

In this section specific details on the proposed program/project will be requested for the following areas:

- Project Title
- Project Start and End Date
- Length of Program/Project (months)
- Requested Amount and Project Budget



- Background of the Program/Project and Community Need (300-word limit)
- Strategic Focus Areas (How do does your program/project align with the DHCD Strategic Areas) Please select one of the following:
 1. Healthcare Infrastructure and Services
 - Increase access to healthcare for traditionally underserved populations
 - Increase the number of mobile and portable medical units
 - Increase capacity to serve patients through telehealth technology
 2. Behavioral Health/Mental Health
 - Maintain the number of mental health urgent care facilities (Crisis Stabilization Units)
 - Increase tele-psych capacity to increase access to mental health services, aid in 5150s, and assist REACH & CREST teams
 - Increase number of educators that receive training/certification in Mental Health First Aid
 - Increase the number of college counselors to meet the standard of one counselor per 1,000 to 1,500 students
 - Increase the number of peer mental health educators
 3. Homelessness
 - Cooling centers
 - Case management/wraparound services
 - Community outreach
 4. Vital Human Services to People with Chronic Conditions
 - Strengthened organizational capacity
 - Increased levels of services to meet increased demand post-COVID-19
 - Support organizations undergoing organizational mergers
 - Increased number of case managers



5. Economic Protection, Recovery, and Food Security
 - Sustaining ongoing efforts by collaborative partners
 - Promoting community collaborations and regional work around these efforts
 - Increased case management at food pantries through measurable food security, self-sufficiency, and quality of diet
- Description of the program/project and the specific use of District grant funds and its alignment to the Strategic Focus Area.