



DESERT HEALTHCARE
DISTRICT & FOUNDATION

REQUEST FOR PROPOSALS (RFP)

RFP # 20191001

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CORE OPERATING SUPPORT

RFP SUBMISSION DATE: Rolling Basis

Proposal Contact: info@dhcd.org

DESERT HEALTHCARE DISTRICT AND FOUNDATION
Core Operating Support

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I. TIMELINE

The Desert Healthcare District and Foundation (District and Foundation) is offering a funding opportunity to eligible organizations for core operating support. This funding opportunity includes a two-step application process consisting of: 1) a letter of interest (LOI), and 2) a full grant application with additional documents. LOIs will be accepted on a rolling basis, until funds have been expended or the District and Foundation closes the request for proposals. [Note: The Desert Healthcare District and Foundation reserves the right to modify the schedule of events at any time.]

Should you have any questions, please submit them electronically to the Desert Healthcare District and Foundation at info@dhcd.org. The District and Foundation reserves the sole right to determine the timing and content of the responses to all questions and requests for additional information.

II. BACKGROUND

The mission and vision of the Desert Healthcare District and Foundation is to achieve optimal health at all stages of life for all District residents by connecting Coachella Valley residents to health and wellness services and programs. With the November 2018 voter approval of the District expansion, the service area of the District now encompasses the entire Coachella Valley from Desert Hot Springs to North Shore. Prior to the District boundary expansion, the Board of Directors reviewed potential options to provide funding to the Eastern Coachella Valley. After robust discussion and public comment from government officials, residents, community-based organizations, provider organizations, and other stakeholders, the Board of Directors voted during the February 2018 Board meeting to provide \$300,000 per year for 20 years for the Eastern Coachella Valley from District and Foundation funds.

In order to better understand the needs and priorities of the newly annexed area of the District and Foundation, staff conducted six community listening forums from February to April 2019. The forums were hosted in Mecca, North Shore, Coachella, La Quinta, Palm Desert and Indio. Across the forums, access to primary care and behavioral health were identified as priority number one.

III. PURPOSE OF REQUEST FOR PROPOSAL

To respond to the community needs, the Desert Healthcare District and Foundation is pleased to announce the availability of funding for nonprofits and public agencies whose activities and programs align with the District and Foundation's community health focus area of primary care and behavioral health access. The goal is to provide core operating support for eligible organizations that work to improve access to care (accessibility, affordability, availability, or acceptability of healthcare services) and education for residents in the eastern Coachella Valley. Supporting core operations will allow organizations to do what they are good at, effectively and efficiently respond to the challenges and barriers faced by the community, and to support long-term growth and development to better accomplish their mission. East Valley residents include those residing in Palm Desert (east of Cook Street), Indian Wells, La Quinta, Indio, Coachella, Bermuda Dunes, Thermal, Mecca, North Shore and other unincorporated communities.

IV. ELIGIBILITY

The Desert Healthcare District and Foundation invites nonprofits and public agencies to apply for a grant or mini grant opportunity through this RFP. The District and Foundation awards grants only to organizations exempt from federal taxation under Section 501(c) (3) of the Internal Revenue Code or equivalent exemption, such as a public agency, program or institution. Except for mini grant recipients (\$5,000 or less), organizations must have current audited financial statements. Additionally, the following will be considered when selecting applicants:

- Applicants must directly serve or plan to serve residents east of Cook Street in Palm Desert.
- Applicant's work must address either the accessibility, affordability, availability, or acceptability of healthcare services and education. Collaborative partnerships are encouraged.
- Preference will be given to applicants that are physically located in the newly annexed area of the District and Foundation.
- Preference will be given to organizations that have not previously received funding support from the Desert Healthcare District and Foundation.
- Preference will be given to organizations that can demonstrate how District funds can be leveraged.

The District and Foundation does NOT support the following:

- Individuals
- Endowment Campaigns
- Retirement of debt
- Annual campaigns, fundraising events or expenses related to fundraising
- Programs that proselytize or promote any particular religion or sect, or deny services to potential beneficiaries based upon religious beliefs
- Expenses related to lobbying public officials
- Political campaigns or other partisan political activities
- Unfunded government mandates
- Replacement funds to allow funding to be shifted to other programs or budget areas prior to grant approval (backfill)

V. APPLICATION PROCESS

This RFP is open to both grants (up to \$50,000) and mini grants (up to \$5,000). To apply for a grant that exceeds \$5,000, there is a two-step application process consisting of a letter of interest and a full grant application with required documents. Applicants who pass the LOI round will receive a formal invitation to submit a full application to the District and Foundation's website. Applicants may not submit a full proposal unless they are invited. Detailed steps to the application and review process are as follows:

1. Submit a letter of interest form on the Desert Healthcare District and Foundation's website, dhcd.org. If pre-qualified, District staff will contact the applicant for a proposal conference and possible site visit.
2. Complete and submit the full grant application and required documents. Access to the online grant application will be granted if all pre-qualifications are met.

3. The full grant application and any documents will be reviewed and scored by staff and then presented to the Desert Healthcare District and Foundation's Program Committee for discussion and recommendations.
4. The application will then be presented to the Desert Healthcare District and Foundation Board of Directors who will review and vote on approval of grant applications.

Please note that all potential grants will be scored based on this grant application scoring criteria, available on dhcd.org.

To apply for a mini grant, submit a letter of interest form on the Desert Healthcare District and Foundation's website. If pre-qualified, District and Foundation staff will provide access to the online mini grant application. The mini grant provides up to \$5,000 per one request in a fiscal year. Mini grants will be processed by the administration of the District and Foundation and approved administratively by the Chief Executive Officer.

Grants awarded through this request for proposal process, will focus on addressing access to primary care and behavioral health through core operating support. Listed below are a few examples of activities that can fall under core operating support. Please note that this is not an inclusive list.

- Sustaining services that will deepen the organization's work to support their mission and the community need.
- Exploring new organizational structures resulting in greater organizational efficiencies.
- Supporting recruitment, training and practices to diversify the organization's staff, leadership and/or board to reflect the community served.
- Improving office functionality.
- Leadership development and successful leadership transitions.

The grant funds are expected to be utilized within one year from the date of the grant award. Once the grant period has ended, organizations will be expected to submit a final report making sure to incorporate responses to the following questions:

- To what extent did this funding contribute to the success of the organization?
- As a result of this grant funding, what work was sustained, enhanced or expanded to enable the organization to better address its mission?
- With this core operating support, how was your organization positioned to better serve Eastern Coachella Valley residents?
- Did this core operation support grant allow you to leverage additional funds? If yes, please quantify?

VI. BUDGET

Each awarded grant will not exceed a maximum amount of \$50,000 and each awarded mini grant will not exceed \$5,000. This is a competitive grant program, which means not all qualifying proposals will be funded.