

**ASPIRUS HEALTH FOUNDATION**

# Large Grant Guidelines



**2016 - 2017**

# OUR MISSION AND VISION

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The Aspirus Health Foundation develops critical resources necessary to advance the health of our communities and increase health services in the region.

We are the leader in developing community partnerships to advance the health of people in north central Wisconsin and the Upper Peninsula of Michigan.



## OUR PRIORITIES

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At the Aspirus Health Foundation, we strive to support community-based efforts that align with our Mission.

Projects that are given priority include:

- Community-based health, wellness, and safety activities and educational programs.
- Initiatives focused on improving nutrition and increased physical activity among children at high risk for obesity, especially among minority populations and children living in low-income communities.
- Adequate and appropriate nutrition assistance to our most vulnerable community members such as the elderly and children to ensure healthy food is available.
- Community-based assessments that help our communities understand and address identified needs and priorities
- Health projects that align with our mission, population health goals, or Identified community health needs.
- Programs and scholarships to train our future health care workforce

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# WHAT WE SUPPORT

The Aspirus Health Foundation aims to advance individual and community health in north and central Wisconsin and the Upper Peninsula of Michigan through our grantmaking process. In 2014-2015, we will support efforts including scholarships for local institutions of higher learning for people pursuing a health related degrees; agencies and organizations providing nutrition assistance to our most vulnerable community members; community-based health and wellness activities; community-based assessments that help our communities understand needs and priorities; and other projects that align with our mission.



Evaluation is critical to understanding where we are and where we might go with any project. Proposals are required to include clear goals and measures and can include process and/or outcome measures. Grants are awarded to organizations that can demonstrate capacity and commitment to achieving stated results. Evaluation is key to transparency and accountability. Special interest is given to grant projects that show long-term sustainability.

## GOALS AND MEASURABLE RESULTS



When submitting a grant application, grantees should clearly indicate how their activities, if successful, will make a meaningful impact. We want to ensure that our grantees are making progress towards achieving our goals. The only way to know if this is happening is to develop metrics or tools that can gauge progress.

We commit to investing in organizations that outline clear methods for achieving their stated goals and should include clear and tangible strategies to impact one or more measurable results.

# THE APPLICATION PROCESS

## WHO CAN APPLY?

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The Aspirus Health Foundation generally makes grants to the following types of organizations:

- Tax exempt organizations under section 501(c)(3)
- Public agencies, including state and local governments

New or emerging organizations without 501(c)(3) status may apply through a tax-exempt organization that acts as a fiscal sponsor. Please contact the Aspirus Health Foundation with any eligibility questions.

## WHAT TYPES OF GRANTS DOES THE ASPIRUS HEALTH FOUNDATION MAKE?

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Our goal is to fund projects that align with the Foundation's mission and that have the ability to produce one or more measurable result. Following are the types of grants we fund:

- *Projects:* Projects include a specific set of activities carried out over a defined time period to achieve one or more measurable result
- *Capacity-building:* We support activities that strengthen an organization by enhancing financing, governance, planning, and other business capabilities. Capacity building activities should ultimately lead to one more measurable result
- *Population Health:* Projects that focus on a group of individuals to improve the health of an entire population and to reduce population health inequities among groups.
- *Capital:* While approval of capital requests is rare, we will consider funding requests to improve an organization's facilities or infrastructure when the capital project directly impacts the health of the population your organization serves. In order to be considered, capital efforts must have a demonstrable link to one or more measurable results



# WHAT DOESN'T THE ASPIRUS HEALTH FOUNDATION FUND?

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We do not award grants to organizations that discriminate on the basis of race, color, religion, sex, national origin, citizenship status, age, disability, sexual orientation, or veteran status. Generally, the Foundation does not make grants to or for the following:

- Individuals
- Programs that require membership in a certain religion or advance a particular religious faith (faith-based organizations may be eligible for funding if they welcome all members of the community regardless of religious belief)
- For-profit organizations or programs operated by, or for the benefit of, for-profit organizations
- Debt retirement
- Annual fund drives
- Fundraising events
- Endowments

Please contact the Foundation with any questions.

## USING THE ASPIRUS HEALTH FOUNDATION LOGO

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If you receive funding from the Foundation, we request that any materials associated with your program include our logo and the phrase "Grant Funding Provided by the Aspirus Health Foundation." Please advise Foundation staff of any public events you have for your program at least one month in advance.

Applicants are required to submit a marketing plan for their proposed project outlining how the Aspirus Health Foundation will be recognized in marketing and other print material.



# HOW TO SUBMIT AN APPLICATION

All applications for funding are to be submitted online at [www.aspirus.org/foundation](http://www.aspirus.org/foundation). Grant awards are made as follows:

- April 22, 2016
- July 29, 2016
- September 21, 2016
- January 4, 2017

Applications must be submitted online by 5:00pm CST, with all required attachments and budget to be considered for funding.

Awards will be announced and begin the first business day of the following month.

## Proposal Overview

Please complete the Grant Application Form online. The following background information is required:

- Organization name
- Organization address
- Organization contact person including telephone number and email address
- Proposal title
- Proposal summary: A one to two sentence description of your proposal
- Target population
- Geographic area served (by county)
- Total amount requested from the Foundation
- Total project budget
- Has your organization received funding from the Aspirus Health Foundation previously, if so, when?



# Proposal Narrative

## Proposal Background

- How did you determine a need for the program/services? Why is it important?
- Are there other entities working to solve the same problem?

## Proposed Activities/Approach (describe what you are going to do and how you will do it):

- What programs/services will you offer? If applicable, is your program based on proven or evidence based projects? How does it align with AHF's stated priorities (see page 2).
- Are you collaborating or partnering with other organizations to achieve your goal(s)?

## Method for tracking and calculating your measurable result(s)

- What do you expect to be the ultimate result(s) of your program? Please use SMART goals—Specific, Measureable, Attainable, Relevant, and Time-bound.
- How will you track program data so that you can calculate and report on the final result?

## Marketing

- What is your marketing plan? Outline how the Aspirus Health Foundation will be recognized in marketing and other print or promotional material.

## Impact

- What is your plan for collecting testimonials/stories and/or photos about the people whose lives your program and our funding are impacting?

## Organization Information

- Your organization's mission statement.
- A brief overview of your organization's top three related current programs and activities demonstrating why your organization is best equipped to administer this program.

## Financial Information

- A line item budget and budget narrative (template available online).

# APPLICATION ATTACHMENT CHECKLIST

1. Board of Directors List
2. Most recent audited statement of financial position (if applicable)
3. Copy of IRS federal tax exemption determination letter (if applicable)
4. Letters of support for the proposed project (minimum 2, maximum 4)
5. Current fiscal year budget summary as approved by your Board of Directors



# GRANT APPLICATION DEADLINES

The Aspirus Health Foundation accepts large grants applications in 2016/2017 as follows:

- April 22, 2016
- July 29, 2016
- September 21, 2016
- January 4, 2017

Applications must be submitted by 5:00pm CST online, with all required attachments and budget to be considered for funding.



**At any time in the process of developing, writing, or submitting the grant, we encourage you to email or call the Foundation at [ahf@aspirus.org](mailto:ahf@aspirus.org) or 715-847-2470 or 800-454-4499.**

