



## **Request for Proposals 2022 Allegheny County Medical Society Foundation**

The Allegheny County Medical Society Foundation is the charitable arm of the Allegheny County Medical Society (ACMS). As the 501 (c) 3 philanthropic arm of the organization, the foundation awards grants to support home and community environments that nurture and develop healthy children and families for a healthy Allegheny County. For more than half a century, grant activities have supported:

- Public health and public policy
- Basic human needs of the homeless and mentally ill
- Education support through literacy programs, medical school and nursing scholarships, and preceptorships
- Support networks and helplines
- Adoption and caregiver support
- Research and medical forums and more...

### **Goals of the Foundation**

The Allegheny County Medical Society Foundation supports home and community environments that nurture and develop healthy children and families for a healthy Allegheny County.

The Foundation will help people help themselves through the practical application of knowledge and resources to improve their physical and behavioral health, their quality of life and that of future generations.

The Foundation recognizes that many medical illnesses can be traced to unhealthy circumstances in our community that occur during the formative years and can be successfully remediated or prevented.

The Foundation will support organizational-based activities that engage individuals and families in the planning, development, evaluation, and implementation of programs at the community level that assist individuals in creating supportive and healthy home environments.

The Foundation believes that all people have the inherent capacity to effect change in their lives and in their communities. The Foundation will support programs that respect and value individuals and their collaborative work to improve healthcare in our community.

### **Eligibility Criteria**

All applicants must be in Allegheny County, Pennsylvania, or for a project with specific applicability to the county. Applicants can be:

- Nonprofits, including fiscal sponsors
- Individuals
- For profit entities, such as medical practices

Application through a nonprofit fiscal sponsor is permitted, with an appropriate memorandum of agreement. A fiscal sponsor is a 501c3 organization that agrees to be the grantee on your behalf, and to administer the grant as proposed if it is funded. If you have a nonprofit fiscal sponsor, you will apply as a nonprofit, and furnish documentation about that organization's nonprofit status.

If the applicant is not a 501c3 nonprofit, grant funds awarded will be considered taxable. All applicant organizations must adhere to strict standards of non-discrimination.

### **Selection Criteria**

The following is a list of criteria that will be considered in the review process:

- Project will create an impact on communities in Allegheny County, PA.
- Project addresses a pressing need or timely issue OR presents a unique approach to addressing an "every day," ongoing challenge
- Project has potential for broader impact or replication
- Project will respond to the ACMS Foundation Mission: Advancing Wellness by confronting Social Determinants & Health Disparities

Using the [online form](#), applicants will be expected to describe the problem or situation to be addressed; their approach and expected outcomes of the work. In addition, applicants will be asked to include an option program budget.

### **Grant Program and Size**

The Foundation expects to award grants based on the number of quality submissions received. The Foundation will accept grant applications up to \$20,000. The ACMS Foundation Board reserves the right to award more than \$20,000 to an applicant based on need and relativity to the mission of the ACMS Foundation.

### **Evaluation and Monitoring**

When relevant and practical, projects should have a plan for evaluation that defines desired short- and long-term outcomes and steps to measure those outcomes. In addition, where appropriate, projects should incorporate processes for feedback and assessment of ongoing work that will allow for mid-course corrections if necessary.

### **Use of Grant Funds and Expectations**

Grant funds may be used for the following expenses: project staff salaries and benefits, consultant fees, data collection and analysis, meetings, supplies, project-related travel and other direct project expenses. The Foundation will not make grants to exclusively cover the costs of publication fees for research that has already been completed but will consider requests that include a line item for such expenses as part of the overall project costs. Grant funds *may not* be used for any of the following:

- Unrestricted general operating expenses
- Ongoing programs, or existing staff, unless their time is being redirected to a new project
- Purchase of equipment and capital
- Memberships to professional associations
- Endowment funds
- Religious purposes

- Fundraising activities or events (e.g. annual fund drives, phone solicitations, benefit tickets)
- Lobbying or political activities
- Activities related to litigation, arbitration or other dispute resolution
- Any activity inconsistent with the Foundation's status as a 501(c)(3) charitable organization

**If awarded a grant, please plan to acknowledge the Foundation in any publications and to include the Foundation's logo on any grant-related materials. Further details will be provided during the awarding phase.**

### **Proposal Review and Timetable**

This timetable provides key dates and deadlines for the span of application process.

RFP Release Date:	Friday, July 1, 2022
Proposals Due:	Friday, September 30, 2022
Funding Decisions:	Tuesday, October 25, 2022
Funds Dispersed:	Wednesday November 30, 2022

### **How to Apply**

To apply for a grant, visit [www.acms.org/acmsfgrants](http://www.acms.org/acmsfgrants) and complete the online form. Should you wish to include a formal RFP in addition to the form, you may submit that directly to [shussey@acms.org](mailto:shussey@acms.org). Grant applications will not be considered complete without a completed form. Proposals must be completed and submitted with all required responses and attachments in order to be considered for funding in this grant cycle.

If you have questions regarding the application, please contact Sara Hussey, Executive Director at [shussey@acms.org](mailto:shussey@acms.org).