

Healthy Chicago 2.0 Seed Grant FAQs 2019

Frequently Asked Questions (FAQ)

- Q.** Where can I find the full Request for Proposals for Healthy Chicago 2.0 Grants?
- A.** Details on the RFP can be found on our website at <https://www.phimc.org/2019-healthy-chicago-2-0-seed-grants/>

- Q.** How do I know if my organization is eligible to receive a grant?
- A.** To be considered, your organization must fit the following eligibility guidelines and submit a [Request for Proposal](#) by **11:59 pm on Tuesday, March 19**.

This RFP is limited to projects within the ½ mile radius of the seven transit stops identified by Elevated.

- Green Line 51st
- Green Line Garfield
- Green Line Cottage Grove
- Pink Line California
- Green Line Kedzie
- Blue Line Kedzie-Homan
- Blue Line Logan Square

Applicants must:

- Be a 501(c)(3) organization or have a 501(c)(3) organization as the fiscal agent.
- Be located in the City of Chicago.
- Be requesting funds for projects/initiatives that will be implemented within the ½ mile radius of selected transit stop.
- Be requesting funds for either Strategy 1 or Strategy 2 outlined in Section II of the RFP.

- Q.** Where can I find the Intent to Apply and is it mandatory?
- A.** The Intent to Apply link can be found [here](#). Interested applicants are strongly encouraged to complete and submit their intent to apply and eligibility information by completing a brief “Intent to Apply” form by **9am on Monday, February 25, 2019**. These forms will be reviewed and applicants will be notified of their eligibility and have the opportunity to receive direct feedback on their proposed project from PHIMC staff. Submitting the form does not commit you to submitting a full application and it is not a prerequisite for submitting a full application.

If you are unable to submit the Intent to Apply by the February 25 deadline, please still submit [the form](#) and PHIMC will follow up with the contact provided when possible if the applicant is ineligible.

- Q.** When will we be notified if we're invited to submit a full proposal?
- A.** There is not a selection/invitation process that follows the Intent to Apply submission. If you plan to apply, please complete the "Intent to Apply" form so that we can assess your agency's eligibility beforehand. If you submit your "Intent to Apply" before **9am on Monday, February 25**, you will have the opportunity to speak directly to PHIMC staff about your proposal and organization's eligibility. If it is determined that your organization is ineligible, you will be informed by PHIMC staff the following week. Full proposals are due by **Tuesday, March 19**. PHIMC strongly encourages agencies to submit an "Intent to Apply", but it is not required and overall consideration in the selection process will not be penalized if they do not.
- Q.** Why are the Seed Grants only for projects within a ½ mile radius of the eligible CTA stops? How were these stops selected?
- A.** When launching Elevated Chicago and looking to start equitable transit oriented development (TOD) in Chicago, Elevated had to be mindful of the limited resources. When identifying which CTA stops to focus on initially, many factors were considered. This includes representing diverse communities in different parts of the city that were experiencing gentrification pressures and displacement. Elevated Chicago also wanted to ensure that given the resources available, each of the selected stations would have at least one capital project that is supported and grounded in community voices.
- Q.** How competitive is the application process? Will there be a focus on parity among the train stations?
- A.** We will be reviewing and assessing each application separately on how well the proposal narrative addresses each component of the application questions. We also want to ensure that funding is allocated equitably to the geographic areas; however, we are not able to anticipate how many qualified applications we will receive in order to ensure that at this time.
- Q.** How can my organization connect with other organizations that are already partnered with Elevated Chicago in the eHub I am interested in applying for?
- A.** Applicants are strongly encouraged to connect with the Elevated Community Tables for the CTA stop(s) your organization is interested in applying for in order to determine if a walkability assessment has already been completed and if that assessment meets the requirements of an acceptable assessment (see next question). Links to each of the four geographic areas are below. These links also include the organizations that represent the Community Table.
- [Green Line South](#)
 - [Pink Line – California](#)
 - [Kedzie Corridor](#)
 - [Blue Line – Logan Square](#)

If are interested in engaging with an existing Elevated Chicago partner and need assistance connecting to a member of a Community Table, please contact Marly Schott at marly@elevatedchicago.org.

- Q.** Can my organization propose a project for Strategy 2 even if we did not participate in a walkability assessment for the CTA stop we are applying for?
- A.** Strategy 2 of the RFP is best suited for organizations that led or participated in a previous walkability assessment or similar planning process (see RFP page 6 for components of acceptable assessments) for that area and learned along with residents and/or local organizations about the barriers to active transportation through the walkability assessment and action planning process. Those organizations could then apply for Strategy 2 of the Seed Grant opportunity to fund the next steps to advance one or more of the recommendations from the action planning process that follows a walkability assessment.
- Q.** What kinds of projects are eligible for Strategy 2?
- A.** The RFP lists some examples of potential projects for Strategy 2 (page 8), however, projects are not limited to these examples. Proposed projects must align with community recommendations from a previous planning process (walkability assessment or something similar) and be focused on promoting physical activity, safety, and/or social connectedness. We encourage creative proposals that reflect the community's voice and support.
- Q.** How would I know if our proposal is allowable by CDOT/CTA?
- A.** CDOT/CTA are partners in this process and will provide insight and feedback during the application review process on proposal feasibility. Once the grantees are selected, these agencies will provide reviews and approvals throughout implementation for the project period.
- Q.** Can a collaborative of organizations apply for this funding opportunity? If so, can we request more than \$30,000?
- A.** Each proposal cannot exceed the \$30,000 maximum. If an organization or collaboration of organizations are interested in submitting multiple proposals (e.g. proposing work within the half mile radius of multiple CTA stops), they may submit separate applications with each application not exceeding the \$30,000 maximum. Collaboration should be described in the narrative of the application, including describing the specific ways that community members will play a role in each aspect of your proposal.
- Q.** What is the review process? How are applications evaluated?
- A.** A review panel will evaluate each application with a standardized scoring rubric. The review panel will include Healthy Chicago and Elevated partners as well as community representation from the eligible geographic areas to ensure that community voices are represented.

While each application component has its own scoring criteria, strong applications will demonstrate the following:

- Demonstrated ability to implement concrete steps to inform and advance built environment improvements.
- Guided by community-driven efforts and solutions to address barriers to walkability.
- Centered on the experiences of community members who are at higher risk of experiencing displacement due to gentrification or disinvestment.

More information on the evaluation of proposals can be found in Section VII of the [RFP](#).

- Q.** If awarded a grant, what amount we can expect and the duration of funding?
- A.** A total of \$150,000 is available for the implementation of the Healthy Chicago 2.0 Seed Grants and will fund a cohort of community-based organizations. The contract timeline is from May 1, 2019 to December 31, 2019. Applicants may request up to \$30,000. Not all grantees are guaranteed to receive the maximum amount requested.
- Q.** If my organization does not have its own 501 (c)(3) and operates under a fiscal sponsorship are we still eligible to apply?
- A.** In most cases, yes. The fiscal agent must submit the application on your organization's behalf and will be required to submit the required documentation with the application. See below:
- Internal Revenue Service 501(c)(3) tax exempt determination letter or certificate
 - Organization's operating budget for current year
 - Organization's most recent financial audit
- Q.** Who can I contact if I have more questions?
- A.** For questions related to this RFP, please email Meghana.menon@phimc.org. The Chicago Department of Public Health will not respond to inquiries related to this funding opportunity.