

CELEBRATING 30 YEARS

PHIMC

Public Health Institute of Metropolitan Chicago



# Notice of Funding Opportunity for the IDHS Transgender/Gender Diverse (TGD) Wellness and Equity Program Bidder's Conference

Presenters: Dr. Dan'iel Kendricks & Dr. Roslyn Taylor

Friday, February 9, 2024

# Agenda

- Overview of TGD Program
- Discuss Funding Allocation
- Discuss Applicant Eligibility
- Overview of Proposal Narrative
- Review of NOFO Application Instructions
- Upcoming Activities and Timeline
- Q&A

# PHIMC Mission

Public Health Institute of Metropolitan Chicago (PHIMC) advances health justice and strengthens public health through innovation and partnerships that align people, strategies, and resources.

CELEBRATING 30 YEARS

PHIMC

Public Health Institute of Metropolitan Chicago



# Program Overview

# Program Purpose

- The purpose of the TGD Wellness and Equity initiative is to fund organizations across Illinois to increase their capacity to provide culturally and/or medically competent gender-affirming care.

# Program Goals

- Equip organizations and staff that are currently serving the LGBTQ+ community to better provide culturally and/or medically competent gender-affirming care in a safe and welcoming environment.
- Increase behavioral health support by increasing organizational capacity to hire qualified behavioral health professionals to provide culturally and medically competent mental health support and services to the TGD/LGBTQ+ community.
- Increase the capacity, including but not limited to staffing levels, of organizations to provide care for more TGD/LGBTQ+ individuals, including but not limited to counseling, resources to assist with gender expression, and voice therapy.
- Expand capacity for organizations currently providing gender-affirming care to address the social determinants of health, historical and contemporary trauma, and its unique impact on Black, Indigenous, and other People of Color in the TGD/LGBTQ+ community.

CELEBRATING 30 YEARS

PHIMC

Public Health Institute of Metropolitan Chicago



# Funding Allocation

# Funding Categories

- The TGD Initiative has three main categories:
  1. Capacity Building: Continuous Funding
  2. Healthcare Navigation Specialists
  3. Capacity Building: One-Time Funding



# Capacity Building: Continuous Funding

- This category will fund new or existing programs that are associated with expanding capacity to provide gender-affirming care.
- In addition to proposed activities, organizations applying to this funding category will also participate in:
  - POP Affirming Care training
  - Learning Collaborative
  - Communications and Outreach Plan
  - Technical Assistance
- PHIMC intends to fund these program activities through June 30, 2024 with non-competitive, continued funding through June 30, 2025 (*contingent on funding from IDHS and subject to appropriation*).

# Healthcare Navigation Specialists

- A minimum of one organization in each Region will be funded to employ a Healthcare Navigation Specialist (HNS).
- The HNS will build the understanding of the availability of gender-affirming care and connect the TGD/LGBTQ+ community to available resources.
- HNS will be required to:
  - attend PHIMC-sponsored Community Health Worker Training
  - provide information to PHIMC for the resource hub
  - support messaging about the TGD Wellness and Equity initiative.
- PHIMC intends to fund these program activities through June 30, 2024 with non-competitive, continued funding through June 30, 2025 (*contingent on funding from IDHS*).

# Capacity Building: One-Time Funding

- PHIMC will award remaining funding to short-term, independent projects that increase capacity to provide culturally and/or medically competent gender-affirming care without needing a continued long-term investment to be impactful.
- PHIMC does not intend to fund these one-time Capacity-Building Activities past June 30, 2024.

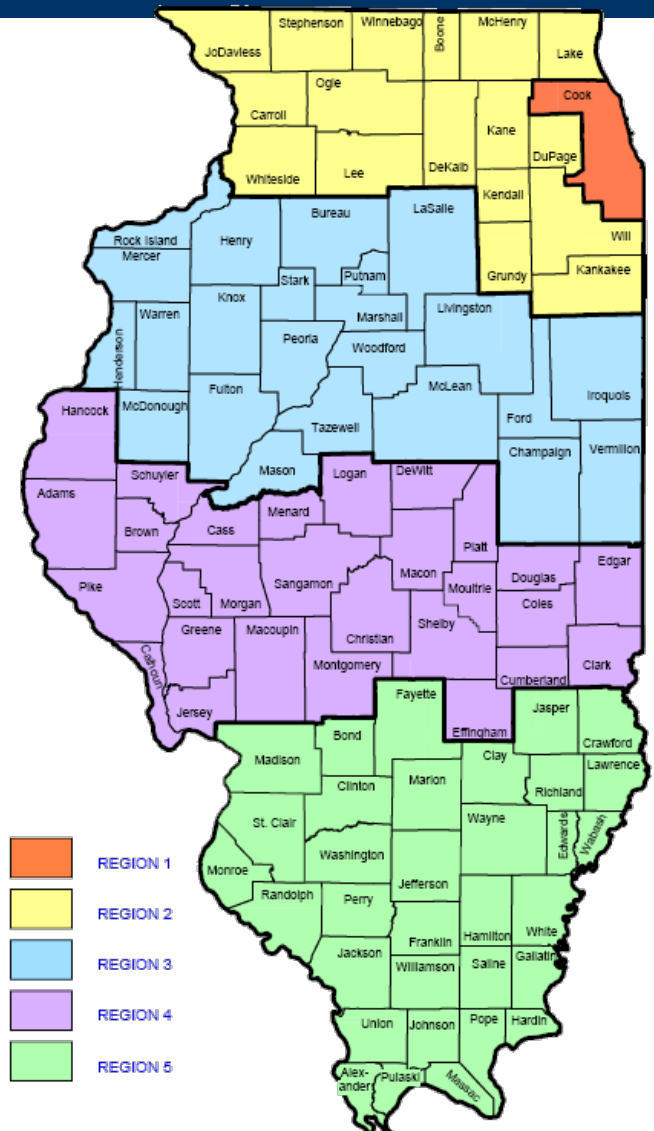
# Funding Structure

- IDHS has designated five regions in the state of Illinois.
- A total of approximately **\$1,500,000.00** is available for the implementation of the TGD Initiative throughout the five regions.
- Grantees may be awarded through this NOFO for a contract period of March 15, 2024 to June 30, 2024.
- Successful applicants will receive notification of funding by March 15, 2024.

- Maximum amount of funding request per region:

Region	Amount
Region 1	\$230,000.00
Region 2	\$185,000.00
Region 3	\$170,000.00
Region 4	\$120,000.00
Region 5	\$150,000.00

# ILLINOIS DEPARTMENT OF HUMAN SERVICES- Transgender Gender Diverse Wellness and Equity Program (TGD) Jurisdiction



- REGION 1
- REGION 2
- REGION 3
- REGION 4
- REGION 5

# Applicant Eligibility Requirements (1 of 3)

- Only organizations based within Illinois and serving Illinois residents are eligible to compete for TGD funds.
- Organization must provide services within the region indicated on the cover page of their application.
- Applicants must be public or private, not-for-profit community-based organizations or similar not-for-profit organizations in good standing with the State of Illinois.
- Applicant must certify that they have not been debarred/suspended from doing business with Federal/State and local governmental agencies.

# Applicant Eligibility Requirements (2 of 3)

- Applicant should have experience & history with and understanding of how to address issues appropriately and effectively for the TGD/LGBTQ+ population with a focus on culturally and/or medically competent gender-affirming healthcare for TGD individuals, using a racial equity lens.
- Applicant organizations may be local health departments, community-based organizations, universities, school districts, individual schools, federally qualified health centers, and other not-for-profit organizations, including volunteer or religious organizations, that effectively engage TGD/LGBTQ+ populations in Illinois.

# Applicant Eligibility Requirements (3 of 3)

- Organizations may apply to deliver services in more than one region but a separate application must be submitted for each region in which the applicant wishes to provide services.
- Applicants must have started the process to register and prequalify in accordance with the Grants Accountability and Transparency Act (GATA).



CELEBRATING 30 YEARS

PHIMC

Public Health Institute of Metropolitan Chicago



# Proposal Narrative

# Cover Page (Not Scored)

- Organization Information:
  - Name
  - EIN
  - Contact information
- Funding Allocation:
  - Funding type
  - Region
  - Amount requested

# Organization Overview (20 points)

- Four page limit
- Brief overview of the organization's history and mission.
- Description of key client populations served at the agency, using the table in the application.
- Description of demographic structure of the organization's leadership inclusive of the Board of Directors, senior leadership, and management, using the table in the application.
- Description of the geographic service area that will be supported by this funding.
- Description of experience working with and/or key services provided to the TGD/LGBTQ+ community

# Project Proposal, Design, and Implementation (50 points)

- Only answer the questions specific to the category for which you are applying for funding.
- Funding categories:
  - Capacity Building: Continuous Funding (six page limit)
  - Healthcare Navigation Specialists (three page limit)
  - Capacity Building: One-Time Funding (three page limit)

# Capacity Building: Continuous Funding (1 of 3)

- Description of the activities the organization will implement to increase capacity to provide culturally and/or medically competent gender-affirming care.
- Specify if this proposal supports the expansion of existing activities or initiates new ones. If it is supporting existing activities, describe the specific expansion that will be achieved as a result of this funding.
- Describe measurable outcomes and estimated number of participants or individuals who will be served.

# Capacity Building: Continuous Funding (2 of 3)

- Indicate how program activities will be implemented within a three-month timeframe and what activities would look like for the July 2024 to June 2025 one-year renewal.
- Describe the organization's capacity to participate in development and implementation of a statewide communications plan and subsequent social media activities specific to the TGD Wellness and Equity Program.

# Capacity Building: Continuous Funding (3 of 3)

- Please describe how the organization will support implementation and participation in the [POP Affirming Care Training](#) at all levels of the organization. This includes the identification of Champions, internal staff members who lead their peers in understanding their role in reducing stigmas, encouraging peers to be leaders, and providing gender-affirming care.
- Please describe the organization's capacity to participate in a statewide, PHIMC-sponsored learning collaborative.
- Please describe the staffing plan. *Include as Attachment 1 resumes and relevant certifications for existing staff who will work on the grant in supporting documents.*

# Healthcare Navigation Specialists

- Describe the roles and responsibilities of the Healthcare Navigation Specialist(s) and if the role(s) will be full-time or part-time.
- Describe how the Healthcare Navigation Specialist(s) will be supervised and supported within the organization.
- How will you either recruit and hire or transition existing staff in addition to scheduling onboarding and training for at least one healthcare navigation specialist within a three-month timeframe? Please include information about how the organization ensures an equitable hiring process.
- Describe the staffing plan. Include as *Attachment 1 resumes and relevant certifications for existing staff who will work on the grant in supporting documents.*



# Capacity Building: One-Time Funding

- Describe the goals and activities of the short-term project being proposed to increase capacity to provide culturally and/or medically competent gender-affirming care.
- Describe how this short-term project will lead to increased capacity to provide culturally and/or medically competent gender-affirming care.
- Describe how the data you will collect and provide to indicate fulfillment of goals and activities.
- Indicate how program activities will be implemented within a three-month timeline.
- Describe the staffing plan. Include as *Attachment 1 resumes and relevant certifications for existing staff who will work on the grant in supporting documents.*

# Health Equity (15 points)

- How has your organization historically worked towards reducing health and racial inequities for the transgender, gender-diverse, and LGBTQ+ community? Give at least 1-2 clear examples.
- Explain how transgender, gender-diverse, and LGBTQ+ community members are involved in decision-making within your organization.

# Proposal Budget (15 points)

- Use the PHIMC Budget Form to describe how the organization will use funding.
- Describe how the organization will ensure the full grant amount is expended by June 30, 2024.
- All contracts will be paid on a reimbursement basis. Based on this, answer the following:
  - Is the organization's cash flow sufficient to begin delivering services immediately upon contract ratification with PHIMC? Please indicate yes or no.
  - Is the organization able to operate on a reimbursement basis throughout the entire contract period? Please indicate yes or no and provide an explanation.
- Please indicate the organization's status in completing the registration and prequalification process in the Illinois GATA Grantee Portal.

# Supporting Documents

Please title and attach each document in order as follows:

- Attachment 1: Staff Resumes and Certifications
- Attachment 2: Proposed Budget
- Attachment 3: Most Recent Financial Audit + Findings
- Attachment 4: Internal Revenue Service 501(c)(3) Tax Exempt Determination Letter
- Attachment 5: Certificate of Good Standing from Illinois Secretary of State
- Attachment 6: Completed GATA Internal Control Questionnaire

- The Supporting documents can be accessed on the [NOFO website](#).
- Supporting documents are proposal attachments (not included within the page limit) and must be submitted as part of complete proposal.

# Scoring Rubric

Category	Available Points
Cover Page	Not Scored
Organization Overview	20
Project Proposal, Design, Implementation	50
Health & Racial Equity	15
Proposal Budget	15
<b>Total Possible Points</b>	<b>100</b>

CELEBRATING 30 YEARS

PHIMC

Public Health Institute of Metropolitan Chicago



# Application Instructions

# Proposal Narrative

- Use at least 1.0 line spacing, 11-point font size, Times New Roman font
- Margins of at least 1 inch on all sides
- Stay within the specified page limit for each question
- Page numbers are to be included on each page
- Include the application section and title, e.g. Organizational Overview, at the beginning of each section; for Project Proposal, Design, and Implementation, be sure to indicate the subsection e.g. Capacity Building: Continuous Funding, Healthcare Navigation Specialists, and/or Capacity-Building: One-Time Funding
- Include the question being answered followed by the response

# Submission Guidelines and Instructions

All complete applications must be submitted by  
**5:00PM CST on Friday, March 1, 2024** to  
[nofo@phimc.org](mailto:nofo@phimc.org)

*\*Failure to follow any of the instructions related to content, including page limitations, will result in the proposal being eliminated from consideration*



# File Saving and Naming Conventions: Proposal Narrative

- Includes the application TGD Cover Page, Table of Contents, and narrative with specified page limits for each of the following sections saved as one file:
  - Organizational Overview
  - Project Proposal, Design, and Implementation
  - Health and Racial Equity
  - Proposal Budget
- File naming convention: [organization name]\_TGD Narrative Application
  - Example: PHIMC\_TGD\_Narrative Application

# File Saving and Naming Conventions: Supporting Documents

- All supporting documents should be submitted as one file in the order they are listed under Section 11- Supporting Documents.
- Use the following filename instructions:

## File Naming Convention (Individual Supporting Documents):

[organization name]\_TGD\_Supporting Documents

Example: PHIMC\_TGD\_Supporting Documents

# Email Submission

- PHIMC will only accept applications submitted via email at [nofo@phimc.org](mailto:nofo@phimc.org)
- All applications and supporting documentation must be submitted in a SINGLE email as PDFs to [nofo@phimc.org](mailto:nofo@phimc.org) with the **subject line**:
  - “[agency name] TGD Grant Application”
- Submission emails must not exceed 30 MB. Emails that exceed this size will not be accepted
- The PHIMC email server will NOT accept .zip files

# Upcoming Activities & Timeline

<b>Activity</b>	<b>Date</b>
Deadline to Submit All Questions	Friday, February 23, 2024
Proposal Due	Friday, March 1, 2024, 5:00p
Review Period	March 4-14, 2024
Award Announcements	Friday, March 15, 2024
Contract Start Date	Friday, March 15, 2024
Contract Period	March 15, 2024- June 30, 2024

CELEBRATING 30 YEARS

PHIMC

Public Health Institute of Metropolitan Chicago



**Questions?**

**All NOFO questions due to PHIMC by  
Friday February 23, 2024, 5p CST**

**[nofo@phimc.org](mailto:nofo@phimc.org)**