



**Social Determinants of Health  
Request For Proposals (RFP)**

**Letter of Intent Due Date: Monday, October 24, 2022, 5PM CST**  
**Application Due Date: Thursday, November 10, 2022, 5PM CST**

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## Proposal Overview

### Important Dates

- 1. Date for Informational Webinar:** Wednesday, October 19, 2022, 3PM CST
- 2. Due Date for Letter of Intent (LOI):** Monday, October 24, 2022, 5PM CST
- 3. Due Date for Applications:** Thursday, November 10, 2022, 5PM CST

### Funding Organization

South Side Healthy Care Organization (SSHCO)

### Organization Background

For decades, the 900,000 residents of the South Side of Chicago have experienced health disparities ranging from materially higher disease incidence and comorbidities to significantly lower life expectancy. These health disparities reflect a history of racial inequities and underinvestment – both of which have contributed to a fragmented healthcare delivery landscape with limited resources. Today, over 50% of all South Side residents leave the South Side to receive their care. In an unprecedented initiative to address these challenges, which are only growing more acute, the care providers of Chicago’s South Side have formed a comprehensive coalition of FQHCs, safety net hospitals and health systems – driven by community input and dedicated to fundamentally advancing health care access and better health outcomes for Chicago’s South Side residents.

The coalition – comprised of Advocate Trinity Hospital, Beloved Community Family Wellness Center, Chicago Family Health Center, Christian Community Health Center, Friend Health, Jackson Park Hospital, Near North Health, The New Roseland Community Hospital, Saint Bernard Hospital, Sinai Chicago – Holy Cross Hospital, South Shore Hospital, TCA Health, and University of Chicago Medicine – has become a new, 501(c)(3) not for profit organization. We will do our best to ensure that the South Side Health Community Organization (SSHCO) becomes the vehicle that will facilitate – in partnership with the community – health care transformation on Chicago’s South Side.

The SSHCO will do so by implementing a comprehensive Healthy Community Model focused on primary and specialty care access, preventive and chronic care management, care coordination and management, provider collaboration, community engagement, and a connected digital and technological infrastructure. The coalition expects that through this approach, Chicago has the potential to be a national model in community health transformation.

### Executive Summary

The South Side Healthy Committee Organization (SSHCO) is looking to develop interventions that improve the following metrics:

1. Access to Preventative Care
2. Controlling High Blood Pressure
3. Follow-up after hospitalization for Mental Illness
4. Follow-up after ED for alcohol/substance abuse
5. Focus on Maternal Health

To achieve improvements in these areas, the SSHCO will deploy a “Care Team Model” comprised of Clinical Providers, Community Health Workers, and other Care Navigators, who follow the patient no matter where they receive care within the collaborative sites.

The SSHCO is directly targeting the following zip codes: 60609, 60615, 60616, 60617, 60619, 60620, 60621, 60628, 60629, 60632, 60636, 60637, 60643, 60649, and 60653

Improving access to health care is essential to improving these metrics however, they are not the only focus of our efforts. The SSHCO recognizes that it must treat the “social determinants of health” with as much intentionality as providing clinical care to benefit our patients.

The specific social determinants of health that this Request for Proposals is focused on include the following:

- Employment
- Emergency Financial Support (utilities, household expenses, etc.)
- Housing
- Food Insecurity

The SSHCO is seeking proposals from community-based entities on currently existing or new program concepts that can help address the social determinant needs of our patient population and support the SSHCO in achieving the metrics listed above.

There is no expressed or implied obligation that SSHCO reimburse responding organizations for any expense incurred in preparing responses or attending meetings.

### Range of Award Amounts

We encourage organizations of all sizes and experiences to apply for grants of up to \$125,000.

### Total Project Period Length

1 year, with potential to renew

### Cost Sharing or Matching Requirement

No-Cost sharing or matching funds are not required for applicants. Leveraging other resources and related to ongoing efforts to promote sustainability is strongly encouraged.

### Eligibility Criteria

Organizations or coalitions seeking funding for proven and promising practices, backed by evaluation data, in social determinants of health with a focus on *Employment, Emergency Financial Support, Housing, and Food Insecurity*

To be eligible for this funding, organizations must meet the following criteria:

- Applicant must be a 501(c)(3) nonprofit or have a fiscal agent that is a 501(c)(3) organization that is capable of administering the project’s funds.

- Applicant organizations operate in or deliver services within the overlapping SSHCO service area as defined by the following zip codes: 60609, 60615, 60616, 60617, 60619, 60620, 60621, 60628, 60629, 60632, 60636, 60637, 60643, 60649, and 60653
- Applicants must provide services to all regardless of race, religion, sex, age, disability, national origin, or sexual orientation.
- All proposals will measure the performance and impact of the program and describe the methods used to evaluate its effectiveness (e.g., surveys, interview protocols, logs, EMR). We encourage using SMART metrics (Specific, Measurable, Attainable, Realistic, and Time-Bound).
- Projects that involve collaboration with other community-based organizations are encouraged.

## Exclusions

Generally, grants requesting the following types of support are excluded and will not be considered:

- Applications from partisan political organizations.
- Applications from for-profit organizations.
- Applications requesting support for fund raising activities such as sponsorships, advertising or event tickets (see Sponsorship Program Overview).
- Applications from individuals.
- Applications for memorials or endowments.

## Types of Projects Funded

The South Side Healthy Community Organization (SSHCO) aims to build a healthcare system that will prioritize community needs, intervene earlier and respond better. Our model, driven by community input, will better connect existing health organizations, increase access to care, address some of the most challenging health issues we face, and ultimately, build health equity and ensure stronger, healthier communities across the South Side of Chicago.

The SSHCO will accept proposals requesting funding for 12 months for proven and promising practices, backed by evaluation data, in reducing inequities caused by social determinants of health. The SSHCO and the chosen organization/s will revisit the option for renewal at the end of the grant period.

Only one application per organization will be accepted for this round of applications. In order to be eligible for consideration, proposed projects must address the SSHCO goals and objectives for reducing inequities caused by social determinants of health on the South Side of Chicago as described in this document.

Grantees will be required to submit mid-point and end of grant reports on the progress and outcomes of their funded programs.

## Instructions For Completing the Grant Application

### Letter of Intent

We are requesting that organizations submit an electronic Letter of Intent (LOI) to express your interest in applying for this grant. Please complete the LOI at the website linked below.

[SSHCO-SDOH Request for Proposal \(RFP\)-Letter of Intent to Apply \(office.com\)](#)

## Application

For the grant application, please respond to the following in a separate document. Do not exceed page limits. Proposals should use 1" margins, 11 or 12-point font, and 1.5 spacing.

## Applicant Information

1. Name of Organization:
2. Tax ID:
3. Mailing Address, City, State, Zip:
4. Tax Status:
5. Contact Person and Title:
6. Contact Phone:
7. Contact Email:
8. Submission Date:
9. Program Title:
10. Start Date of Program:
11. End Date of Program:
12. Organization's Website Address:

## Project Description (4-Page Maximum)

1. Describe your organization's mission, organizational structure, major accomplishments, and stakeholder engagement, to provide context for implementation of proposed program
2. Provide a thorough description of your program and its intended outcomes. Description should include the following components:
  - a. **Needs** – what specific aspect(s) of social determinants of health does your program aim to address?
  - b. **Goals** – What is/are the goal(s) of your program, based on the identified needs?
  - c. **Target Audience** – which audience(s) will your program target to ensure progress? Provide detail with regard to zip codes and/or neighborhoods in the SSHCO Service Area, and with regard to populations served by the program.
  - d. **Objectives** – what are the program objectives? How do the objectives align with SSHCO (required) and program-specific (optional) outcomes?
  - e. **Activities** – what will the program and program staff do to move these target groups toward intended outcomes?
  - f. **Resources/Inputs** – what is needed from the larger environment for successful implementation of activities?
  - g. **Relationship of activities and outcomes** – which activities are being implemented to produce progress on which outcomes?
3. What is the current stage of your proposed program's development and/or implementation?

4. What factors and trends in the larger environment may influence the proposed programs success or failure?

### Organizational Experience (2-Page maximum)

1. What is your experience addressing social determinants of health?
2. How is addressing social determinants of health aligned with your organization's mission? What aspects of your program address social determinants of health?
3. Please list any other key organizations your organization will be partnering with and their level of commitment to working with you on this initiative (Please attach any letters of commitment from potential partners).
4. What is your experience and approach to components like 1) program design and 2) engaging program/service participants?

### Budget

1. What amount of funding dollars are you requesting? (Please answer this question with the total amount you are requesting only.)
2. Please attach a complete description of the proposed project overall budget, anticipated funding needed, and justification for each line item. **Please reflect this in the same format seen in APPENDIX A.**
3. Please attach a copy of your organization's annual budget. Please also list major sources of revenue for your organization

### Evaluation

1. What is your experience using data and community/constituency engagement to develop strategies and activities with clear impact and performance measures?
2. What is your experience with evaluation and performance measurement, and using that process to support continuous learning and program improvement?
3. Briefly summarize how your organization will measure the performance and impact of the program or initiative and the methods it will use to evaluate its effectiveness (e.g., case study reviews, interview protocols, logs). Please ensure your objectives and measurement techniques are Specific, Measurable, Attainable, Realistic, and Time-Bound (SMART).

## Additional Program Information

If you have existing process or outcomes data to demonstrate your program's or initiative's past performance and success, please indicate that in this section.

## Proposal Review Process

Proposals submitted by Thursday, November 10, 2022, 5PM CST will be reviewed by the SSHCO Proposal Review Workgroup, which will include leadership from the SSHCO, as well as representatives from some of the SSHCO collaborative sites.

The SSHCO adheres to a strict conflict of interest policy and selects potential grantees based on the merits of each proposal. Final grantees selected will be announced in December 2022.

Grantees that are selected for funding will be required to adhere to a reporting process that will be communicated at the time funds are awarded which will include site visits, progress towards goals, successes/challenges, financial statement of funds granted, and data collected.

Successful proposals must be submitted by the deadline and will be reviewed first to ensure eligibility criteria and page limits are met. Proposals meeting these requirements will then be evaluated and scored on the following:

- Project description (35 points total) 4 Page maximum
  - Project description and goals (20 points)
  - Stage of project development or implementation (5 points)
  - Recognition of external factors or trends that may impact program (10 points)
- Organizational experience (30 points total) 2 Page maximum
  - Experience working with under resourced populations (10 points)
  - Experience implementing programs geared towards addressing social determinants of health (10 points).
  - Experience and approach to partnering with the South Side community, and specifically, our target area (10 points)
- Budget (20 points total) 1 Page maximum
  - Budget showing each item and its cost (10 points)
  - Justification for each item listed in the budget (5 points)
  - Sustainability (5 points)
- Evaluation Plan (15 points) 2 Page maximum
  - Objectives in alignment with required outcomes and any additional outcomes (10 points)
  - Activities, indicators, targets, and timeframes completed for each section (5 points)
- Letter(s) of commitment from any collaborating community organization



## Available Funding

Organizations of all sizes and experiences are encouraged to apply for grants of up to \$125,000 for a grant period of 12 months. The SSHCO Proposal Review Workgroup will determine the award amount based on the budget and the needs for the program. At the end of the grant period, SSHCO leadership will convene to determine an option for renewal for respective grantees.

## Submission Process and Timeline

To apply, please read and review this application form and submit the completed questions, documentation (e.g., evaluation measures, budget) and all necessary additional criteria (e.g., letters of commitment from collaborating organizations) to the SSHCO organization.

1. Please complete your electronic Letter of Intent (LOI) by **Monday, October 24, 2022, 5PM CST**. The LOI can be accessed at the following link:  
[SSHCO-SDOH Request for Proposal \(RFP\)-Letter of Intent to Apply \(office.com\)](#)
2. Applications should be submitted by email to [info@southsidehealthycommunity.org](mailto:info@southsidehealthycommunity.org) by **Thursday, November 10, 2022, 5PM CST**
3. Respondents will receive a notice of approval or denial by December 2022.

Grant recipient(s) that are selected for funding must abide by the following branding guidelines of the SSHCO should your program use printed or online materials:

- Please refer to SSHCO as the South Side Health Community Organization in all materials related to your program or initiative.
- Display approved SSHCO logo on printed materials, internet sites which advertise event or program.
- The SSHCO will provide your organization with the appropriate logos.
- All promotional materials using the SSHCO logos must be approved by SSHCO marketing and communications before distribution. If you have any questions, please contact the SSHCO by email at [info@southsidehealthycommunity.org](mailto:info@southsidehealthycommunity.org).

### Important Proposal Dates

Informational Webinar: Wednesday, October 19, 2022, 3PM CST

Letter of Intent due: Monday, October 24, 2022, 5PM CST

Grant submissions close: Thursday, November 10, 2022, 5PM CST

Announcement of final grantees: December 2022

## Appendix A

Budget Template (add more rows as needed)

Total Amount Requested: \$

Expense Category	Requested Amount from SSHCO	Current or Anticipated Funding and	Total Budget Amount	Justification/ Explanation

## RFP Glossary

- Activities** – In this RFP, activities refer to what are typically thought of as **process objectives**. These are the interventions delivered through program implementation in order to achieve the outcome objectives. What activities will your program and its staff deliver and how will these be delivered to move towards addressing Social Determinants of Health?
- Food Insecurity** – Food insecurity occurs when a household has limited or uncertain access to adequate food. Access to healthy foods is an important factor needed to support a healthy lifestyle.
- Goal(s)** – Broad statements about the impact to be achieved with your target audience, but generally apply to longer time periods such as five years. Goals do not typically include specific, measurable terms.
- Indicators** – specific information that will be collected and used to measure your program’s activities and objectives; performance benchmarks used to determine programmatic success.
- Intended Outcomes** – Broader statements describing the intended effects of the program in the program’s target audience. Specific to SHHCO and this RFP, these are defined, high-level goals that align with the SSHCO goals and plans.
- Objectives** – In this RFP, objectives refer to **outcome objectives**. These are specific statements about outcomes to be achieved that are stated in measurable terms (i.e., SMART Objectives). The expected results to be achieved by the program.

- **Social Determinants of Health** – Social, economic, and physical conditions in which people are born, live and work that affect their health and well-being.
- **Target audience** – Those for whom a program and/or service is intended.