



## **MMA Foundation Community Health & Physician Engagement Innovation Grants**

The Minnesota Medical Association Foundation's Community Health & Physician Engagement Innovation Grants program will support projects, programs, or activities that advance health and health equity and engage physicians who live in regions of Minnesota without an active component medical society (designated as At-Large on the CMS map).

**Letters of inquiry are due July 14, 2020. If invited, final proposals are due August 4, 2020. All funding decisions will be made by August 14, 2020.**

### **Funds Available**

The MMA Foundation has \$9,000 available for awards in 2020. The MMA Foundation expects to award four or five grants in 2020.

The MMA Foundation reserves the right not to fund projects in 2020 or withdraw this RFP.

### **Funding Preferences**

Funding preference will be given to projects, programs, or activities that are physician-championed and demonstrate the potential to engage physicians in support of evidence-based efforts to advance health and health equity. Examples of potential projects include, but are not limited to, the following:

- Projects to advance health access and health equity
- Vaccine promotion
- Firearm injury prevention
- Suicide prevention
- Projects that address loneliness or belonging
- Projects to reduce infant mortality

Preference will be given to projects that involve or are supported by a physician member of the Minnesota Medical Association.

## **Organization/Individual Eligibility Criteria**

To be responsive, applicants and their planned projects/activities must meet two organization/individual eligibility criteria. They must: (1) be located in a geographic area of Minnesota without an active Minnesota Medical Association component medical society (designated as At-Large areas [CMS Map.pdf](#)); and, (2) demonstrate physician involvement and plans to expand physician involvement in the project.

Project funding is available to public, non-profit, and private organizations, including health care organizations, as well as to individuals or groups of physicians.

## **Funding Restrictions**

The Foundation's grant funds may not be used for:

- Unrestricted general operating expenses
- The use and payment for services of a fiscal agent
- Endowment funds
- Religious organizations for religious purposes
- Fundraising activities or events (i.e., annual fund drives, benefit tickets)
- Umbrella funding organizations that intend to distribute funds at their own discretion
- Political lobbying or legislative activities
- Capital expenditures, campaigns, building repairs, etc.
- Organizations that advocate, support, or practice discrimination based on race, religion, age, national origin, language, sex, sexual preference, or disability

## **Application Instructions**

The Foundation will utilize a two-stage application process, including a letter of inquiry and a full proposal by invitation.

Letters of inquiry (due July 14) should include the following:

- Applicant name and contact information (name, mailing address, county, e-mail, telephone number)
- Purpose of the project, including who will benefit
- Project description, including a timeline and specific description of all activities and plans for physician engagement
- Statement of need, including discussion of why your community/region needs this project
- Project goals
- Funds requested

Full proposals will be accepted by invitation only and are due August 4, 2020. Responsive proposals will include these elements:

- Applicant name and contact information (name, mailing address, county, e-mail, telephone number)
- Proposal summary, including who will benefit
- Statement of need (i.e., why does your community/region need this project)
- Detailed project narrative, including a timeline and specific description of all activities, including plans for physician engagement
- Expected outcomes and timeline
- Project goals
- Funds requested
- Project budget
- Project budget narrative
- Other funding: If you have secured other sources of funding, please specify and explain how the MMA Foundation's funding will expand the project's scope or scale.

### **Deadlines, Notifications, and Specifications**

Letters of inquiry are due July 14, 2020, by 5:00 p.m. Letters should be no longer than 3 pages, saved as a PDF file, and e-mailed to [kgloege@mnmed.org](mailto:kgloege@mnmed.org). No letters of inquiry will be accepted after the deadline. The Foundation will confirm receipt of all letters of inquiry and invite full proposals no later than July 17, 2020.

Invited full proposals are due August 4, 2020. Applications should be no longer than 5 pages, saved as a PDF file, and e-mailed to [kgloege@mnmed.org](mailto:kgloege@mnmed.org). Funding decisions will be made and communicated no later than August 14, 2020. All invited applicants whose applications were not funded will receive notification no later than August 18, 2020.

Any questions regarding the application process or the grant should be emailed to: Kristen Gloege, MMA Foundation CEO, at [kgloege@mnmed.org](mailto:kgloege@mnmed.org)

### **Selection Process & Scoring**

All grant award decisions will be made by the Minnesota Medical Association Foundation. Proposals will be scored in the following areas:

- Approach - Does the project indicate an overall strategy and tactics that are clearly defined, achievable, and appropriate to accomplish project goals? Are milestones and measures of success explicit and understandable?
- Budget - Are the expenses reasonable? Do they support the project?
- Significance - Does the project support the mission and vision of the MMA Foundation? The MMA Foundation's mission is to support the mission of the MMA to be the leading voice of medicine to make Minnesota the healthiest state and the best place to practice. The MMA Foundation's vision is to empower physicians and communities to advance health and health equity for all Minnesotans.

- Impact – Will the project have a positive impact on community health? Will the benefits of the project be long-term? How does this project accelerate or advance work that is already happening in this area?
- Innovation - Is the project original and innovative? Does the project employ novel concepts, approaches, methodologies, tools, or techniques? Can this innovation be easily replicated for use by others?

All areas will be scored using a 9-point scale.

High	9 Exceptional	Proposal addresses a problem of high importance/interest in the field or demonstrates ability to advance optimal health and health equity for all Minnesotans. Project is physician-championed or has a high degree of physician engagement, addresses evidence-based health initiatives or pilot projects with measurable outcomes with some or no weaknesses.
	8 Outstanding	
	7 Excellent	
Medium	6 Very good	Proposal addresses a problem of high importance in the field, is physician-championed, evidence-based and demonstrates potential to advance optimal health and health equity within the targeted community, but weaknesses in the application exist, or the application addresses a problem of moderate importance in the community, with some or no weaknesses.
	5 Good	
	4 Satisfactory	
Low	3 Fair	Proposal addresses a problem of moderate/high importance in the community, but weaknesses in the criteria exist, or, the proposal addresses a problem of low or no importance in the community or is otherwise unresponsive.
	2 Marginal	
	1 Poor	

## Grant Agreement Terms

Prior to receiving MMA Foundation grant funds, all grantees must agree to the following terms:

1. The MMA Foundation Board of Directors are the only agents who may legally commit the Foundation to the expenditures of funds for this project. No costs chargeable to the proposed grant are allowed before receipt of a fully executed letter of agreement.
2. The applicant may subcontract with other entities to implement the approved project, however:
  1. The application must identify and include the role of and budget for the subcontractor(s).
  2. The applicant must deal directly with such entities and be responsible for their performance and payment.

3. Grantees must acknowledge the “Minnesota Medical Association Foundation” in printed materials, press releases and published materials. Copies must be provided to the MMA Foundation in a timely manner.
4. Applicants who are awarded a grant must sign a letter of agreement stipulating the following:
  1. Significant changes in the scope, time, or budget for the project will be communicated to MMA Foundation’s CEO as soon as known.
  2. That all funding sources for the project applied for be disclosed fully.
  3. That funding not specifically used for this project be returned to the MMA Foundation at the end of the timeline included in this grant application as approved by the Foundation Board of Trustees.
  4. That a final report be filed summarizing the project’s outcomes, physician engagement and final costs.