Applicant Information Webinar

October 2022

Ryan Severts, Senior Director of Grantmaking Operations
Agenda

• Overview of online application and how to apply
• How to register in Fluxx
• Application process
• What to expect after you apply
Online Application Form

WWW.COLORADOHEALTH.ORG

Benefits include:

• Minimizes use of paper
• Consistency of applications

If you need to access the application form in Spanish, please contact us at grants@coloradohealth.org.
How to Apply for Funding

Getting your program funded is a straightforward process. Review the step-by-step guide below:

- **Step 0: Get to Know the Colorado Health Foundation**
  There are a number of resources we recommend you review before starting an application, including a webinar, glossary and FAQ. Review these important resources now.

- **Step 1: Review Our Open Funding**
  Visit the Open Funding page to see which programs are currently open for funding consideration.

- **Step 2: Determine Eligibility**
  While each grant has a distinct set of eligibility requirements, it’s important to know that we have a set of general criteria for grantees, as well. Check your eligibility now.

- **Step 3: Submit Online Application**
  When you find a grant you want to apply for, the next step is to complete an online application. Access the online application from the open funding opportunity page.

- **Step 4: Receive a Decision**
  When we receive your application, it will be reviewed for completeness and eligibility. A program officer will be in touch to discuss your proposal or to ask questions. Learn more about the grant review process.

Questions about the grantmaking process? Contact us.

LEARN MORE
How to Apply

1. Identify an eligible open funding type or grant program
2. Consider reading the Frequently Asked Questions
3. Consider contacting the Foundation to discuss your application
4. Gather information needed to complete your proposal
5. Click on “Sign up to apply” button on funding opportunity or grant program web page to access online application

SIGN UP TO APPLY
Find Funding

Are you working to improve the health of your community? **We can help.** The Colorado Health Foundation takes a multifaceted approach to health by investing in nonprofits, communities and the public and private sectors that matter most to advancing health equity and racial justice in Colorado.
Funding Types

We accept applications for our “Rapid Response” on a rolling basis. There is no deadline. We accept applications for our “Funding Opportunities” three times a year: Feb. 15, June 15 and Oct. 15. View our funding calendar for a list of opportunities for the next three deadlines. All applications for “Funding Opportunities” and “Rapid Response” must meet specific criteria, outlined in the links below.

The Foundation also invests in communities through program-related investments and sponsorships.

Rapid Response Funding

We accept applications on a rolling basis (no specific deadline) for the following:
- Advocacy Rapid Response Funding

Funding Opportunities

Si necesita acceder la solicitud de fondos en español, por favor contáctenos a grants@coloradohealth.org.

Oct. 15, 2022 Grant Deadline
- Advancing Advocacy and Justice with Communities of Color
- Infusing Equity into Built Environment for Better Health
- Supporting Holistic, Culturally Responsive and Youth-Driven Physical Well-being

Feb. 15, 2023 Grant Deadline
- Capital Infrastructure: Increasing Access to Care for Coloradans of Color
- Supporting Coloradans in Recovery Through Non-clinical Programs
- Supporting Holistic, Culturally Responsive and Youth-Driven Physical Well-being

June 15, 2023 Grant Deadline
- Advancing Advocacy and Justice with Communities of Color
- Community-initiated Solutions
- Infusing Equity into Built Environment for Better Health
- Supporting Coloradans in Recovery Through Non-clinical Programs
- Supporting Holistic, Culturally Responsive and Youth-Driven Physical Well-being
Funding Opportunity: Advancing Advocacy and Justice with Communities of Color

Funding Overview

The Advancing Advocacy and Justice with Communities of Color funding opportunity aims to build power in the advocacy ecosystem with organizations that are most critical and closest to the communities for whom health is furthest from reach. It will support both long-term movement-building and the ability of advocacy groups to act when high-leverage opportunities to bring about change arise. The Foundation hopes to shift and elevate power and further strengthen a nimble, adaptive, diverse and durable advocacy ecosystem.

This funding opportunity will support:

- A continuum of advocacy efforts focusing on health equity for Arab/Middle Eastern, Asian/Pacific Islander, Black/African American, Hispanic/Latino, Indigenous/Native American, multiracial communities and groups that engage in intersectional work with communities of color (e.g., focusing on Indigenous women, Black LGBTQ+ immigrants and refugees);
- Long-term movement-building strategies that make decision makers accountable to communities and strengthen their power to influence policy;
- Efforts for racial and economic justice, which will ultimately support health equity for people of color across the state.

Grants will typically range from $50,000 to $200,000 annually per organization. Grant duration will range from two to five years.

Proposed advocacy efforts must reflect the Foundation’s cornerstones. These outline who we serve, how our work is informed and our intent to create health equity.

Have questions? We’re here to talk through your ideas and encourage you to connect with us before applying for funding. If you’re not already connected with a program officer, please reach out to us by email or phone at 303-693-3600.

Si necesita acceder la solicitud de fondos en español, por favor contácenos a grants@coloradohealth.org.

Focus Area

Champion Health Equity

- ACCESS YOUR APPLICATION
- DOWNLOAD PDF

Grant Deadlines

- Jun 15, 2022
- Oct 15, 2022
- Jun 15, 2023
- Oct 15, 2023
- Jun 15, 2024
Purpose of Grant Application

- To better understand your organization and your proposed program or project.
- A “first look” into your program or project
- Not judged on grammar, sentence structure, writing style, or how “well written” the proposal is
Our Three Cornerstones

Cornerstones of Our Work

WE SERVE COLORADANS WHO HAVE LESS POWER, PRIVILEGE AND INCOME, AND PRIORITIZE COLORADANS OF COLOR.

WE DO EVERYTHING WITH THE INTENT OF CREATING HEALTH EQUITY.

WE ARE INFORMED BY THE COMMUNITY AND THOSE WE EXIST TO SERVE.
Creating an Account

Welcome to The Colorado Health Foundation’s Grants Portal

Login Now

Username
Password
Sign in

Reset or create password

The Colorado Health Foundation transitioned to a new grants management system in spring 2018. All users, both former and new applicants, will need to Create A New Account when accessing the system for the first time. Please click on the “Create an account now” button below to start, input the required information, and click on Submit Request.

You will then receive an email notification from the Foundation with login information, which will give you access to the portal and our application forms. Should you be awarded grant funding, this portal will give you access to our reporting templates.

After you’ve created an account, if you forget or want to reset your account password, click on “Reset or create password” located under the Login Now section. You will then receive an email notification from the Foundation with login information.

Create an account now
Creating an Account

Welcome to the The Colorado Health Foundation's Grants Portal

Items listed below in bold are required.

ORGANIZATION INFORMATION

Tax ID
Organization Name
Organization Legal Name
Organization Address 1
Organization Address 2
Organization City
Organization Country
United States
Organization State/Province
Organizational Postal Code (Zip)
Contact Prefix
Contact First Name
Registration Process

Thank you for submitting your registration request. You will receive an email from us within one business day with your login credentials.

Return to login screen
Logging into Fluxx

The Colorado Health Foundation

Welcome to the The Colorado Health Foundation’s Grants Portal

Login Now:
Username
Password
Sign in

Reset or create password

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After you’ve created an account, if you forget or want to reset your account password, click on “Reset or create password” located under the Login Now section. You will then receive an email notification from the Foundation with login information.

Create an account now

The Colorado Health Foundation
What You’ll See When You First Log In

Welcome to The Colorado Health Foundation’s Applicant and Grantee Portal

For best performance, please use Google Chrome as your browser when accessing this Fluxx portal.

From this portal, you can:
- Submit a grant proposal for funding
- Navigate to the APPLY FOR FUNDING section for access and more information
- Applications should be submitted online and received by 6 p.m. MST on the deadline date.
- If you are applying for the Stabilization Program, applications are due by 6 p.m. MST on March 14, 2021.
- Submit an amendment request for funding
- Navigate to the APPLY FOR FUNDING section for access and more information
- Applications accepted on a rolling basis.
- Review your previous and current proposals.
- Related sections under REQUESTS:
- Navigate to the ACTIVITY REPORTS and REPORT REVISIONS NEEDED sections under REPORTS
- Submit an amendment request:
- Navigate to REQUEST AN AMENDMENT
- Update your personal information:
- Update your personal information.
Starting an Application

The Colorado Health Foundation

IMPROVING THE HEALTH OF COLORADANS

The Foundation invests in communities through our funding opportunities, rapid response funding, program-related investments, sponsorships and a variety of other mechanisms. Through this portal you can apply for a grant or sponsorship. More information and access provided below:

**GRANT FUNDING**

Our grant funding is designed to offer flexibility to applicants seeking funding to support the work of their organization. The fund programs and projects that reflect our three connections, which outline who we serve, how our work is informed and our intent to create health equity. To be considered for funding, applicants must meet specific criteria outlined within the available funding options.

Applications for our funding opportunities are open for three annual deadlines: February 15th, June 16th and October 16th. When these dates fall on a holiday or weekend, the deadline will be the next business day. Applications must be submitted online and received by 5 p.m. MST on the deadline date.

Now open for applications for funding are accepted on a rolling basis.

**Statistical Program**

Applications are due by 5 p.m. MST on March 15th, 2021.

**SPONSORSHIPS**

The Foundation provides sponsorship funding for events aligned with our Three Connections. Sponsorship events must benefit Coloradans.

Grantees with an active General Operating Support grant from the Foundation are not eligible to apply.

Event Sponsorship Applications are accepted on a rolling basis.

[APPLY FOR A SPONSORSHIP]
Navigation Inside the Application

At the top of the application –

- Reminder: This portal does not autosave.

Table of Contents

- Organization & Contact Information
- Application
- Application Documents

At the bottom of the application screen –
Providing Organizational & Contact Info

Organization & Contact Information

<table>
<thead>
<tr>
<th>Field</th>
<th>Input Area</th>
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</thead>
<tbody>
<tr>
<td>Organization</td>
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<tr>
<td>Location</td>
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<tr>
<td>Proposal Contact</td>
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<td>CEO/President/ED</td>
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<tr>
<td>Secondary Contact</td>
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<tr>
<td>Does this grant include a Fiscal Sponsor?</td>
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</tbody>
</table>
Making an Application Selection

To begin, please select the type of application you will be using. If you are unsure, please contact Grantmaking Operations at 303-953-3600 or access our website for more information on our current open funding opportunities (which use the Standard Application), Rapid Response funding (which use the Rapid Response Application), or our Sabbatical Program. Following your application choice, please select your desired focus from the Funding Type drop down (unless you’re applying for the Sabbatical Program). As you complete your application, ensure your answers address any specific criteria related to the area in which you are applying.

I am Applying For

- Rapid Response Application
- Sabbatical Program
- Standard Application

The Colorado Health Foundation™
Making an Application Selection

To begin, please select the type of application you will be using. If you are unsure, please contact Grantmaking Operations at 303-953-3600 or access our website for more information on our current open funding opportunities (which use the Standard Application), Rapid Response funding (which use the Rapid Response Application), or our Sabbatical Program. Following your application choice, please select your desired focus from the Funding Type drop down (unless you're applying for the Sabbatical Program). As you complete your application, ensure your answers address any specific criteria related to the area in which you are applying.

I am Applying For
- Standard Application

Funding Type
- Funding Opportunity - Advancing Advocacy and Justice with Communities of Color
- Funding Opportunity - Infusing Equity into Built Environment for Better Health
- Funding Opportunity - Supporting Holistic, Culturally Responsive and Youth-Driven Physical Well-being
- Other

Application

The Colorado Health Foundation™
Organization Information

Current Mission Statement

To bring health within reach of all Coloradans.

(To edit, please save the application and access this field by going to the ORGANIZATIONS tab of the portal and selecting UPDATE ORGANIZATION CONTACT INFORMATION. If you do not have access to edit this section, email grants@coloradohealth.org with either your updated mission statement or with a request for moderator editing rights to your organization.)

Provide a brief summary of the programs and services your organization offers in order to bring this mission to life. 1,000-character limit:

For general operating requests, enter your total organizational budget for Total Project Budget. If using a fiscal sponsor, enter the Total Organization Budget for the sponsored organization/project (not the fiscal sponsor).

Total Organization Budget: $0

What is your organization's awareness of and commitment to Racial Justice, Equity, Diversity, and Inclusion (JEDI)? How do these values show up in your overall work? Please include what, if any, JEDI work your organization is doing internally with your staff, leadership, Board of Directors, and in your operations. 2,500-character limit:
Organization’s Demographic Data

As part of the Foundation’s commitment to learning and evolving, we strive to understand how we and our partners are working to advance equity within our own institutions and the communities we exist to serve. One way of doing this is by requesting key demographic data from grant applicant organizations and the communities you serve. The information collected serves as one data point, among many, in our efforts to understand how our partners are approaching the work of advancing equity. If you have questions about this data collection, please reach out to Sara Guillame at (803) 968-3600.

We understand that you may not have the requested demographic data for some or all of the sections in this form; please provide what you can. You may select “do not track” and provide an explanation as needed. If applicable, when completing the Multiracial field(s) for your staff or program participants, please count an individual once for the Multiracial field. If you have and would like to provide additional information on the identities of people referenced in the demographic data table, please include in the narrative space provided.

<table>
<thead>
<tr>
<th>Organization Demographic Information</th>
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</table>

**Number of Board Members:**
- Number of Executive Leadership:
- Number of All Other Staff:

**Race and Ethnicity**

<table>
<thead>
<tr>
<th></th>
<th>Board</th>
<th>Executive Leadership</th>
<th>All Other Staff</th>
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<tbody>
<tr>
<td>Arab / Middle Eastern</td>
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<td>Asian / Pacific Islander</td>
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# Organization’s Demographic Data

## Gender

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<th></th>
<th>Board</th>
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<td>Male</td>
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<td>Woman</td>
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## People Who Identify as Lesbian, Gay, Bisexual, Transgender and/or Queer

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## People Who Identify as Living with a Disability

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# Project Information

**Project Title:**

**Proposal Summary (A one- to two-sentence description of your proposal) 500-character limit:**

**Type of Support:**

<table>
<thead>
<tr>
<th>Total Project Budget:</th>
<th>$0</th>
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<tbody>
<tr>
<td>Total Amount Requested:</td>
<td>$0</td>
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**Funding Term (Months):**

**Counties Served - Please click on the '+' button to add all counties the proposed work will specifically serve, or select 'Colorado Statewide' from the list, as applicable.**

**Age Group - Please select the primary age group(s) targeted by your proposal. Please select at least one. If you do not know what percentage of the age groups are targeted, press the "X" to close the window that appears.**
Project Information

Geographic Area Served - Click on the '+' button to add at least one of the counties the proposed work will specifically serve, or select 'Colorado Statewide' from the list, as applicable.

Search

4 SELECTED
- Clear Creek
- Las Animas
- Otero
- Sedgwick

Edit Percentages

Clear Creek: 20%
Las Animas: 35%
Otero: 20%
Sedgwick: 25%

Evenly Distributed %
Total - 100%

Add
Update Percentages
Project Information

Age Group - Please select the primary age group(s) targeted by your proposal. Please select at least one. If you do not know what percentage of the age groups are targeted, press the "X" to close the window that appears.

Add Age Group - Please select the...
# Community Demographic Data

## Community Served Demographic Information

### Race and Ethnicity

<table>
<thead>
<tr>
<th></th>
<th>Anticipated Program Participants Served through this Grant</th>
<th>Participants Actually Served by All Organizational Programs (if different)</th>
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<tbody>
<tr>
<td>Arab / Middle Eastern</td>
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Cornerstones

Our cornerstones are the foundation upon which The Colorado Health Foundation’s work is based, and that we expect to see reflected in the work of our partners.

- **Who We Serve:** We serve Coloradans who have less power, privilege and income, and prioritize Coloradans of color.
- **Health Equity:** We do everything with the intent of creating health equity.
- **Community-Informed:** We are informed by the community and those we exist to serve.

Please describe the people or community that your project will serve. How will your program or project address the health inequities experienced by the individuals you are serving?
2,500-character limit:

Please describe how your program or project was shaped by the people and community you will serve. What type of information was used to help you understand the context, needs or perspectives of these individuals (e.g., feedback from the people and community you will serve, needs assessments, census data, community conversations, etc.)?
2,500-character limit:
Project Information

Proposed Activities

- Please describe your proposed project or program - what you will do and how you will do it. How did you decide this was the right approach to address the needs of the people and community you will serve?
- Please provide no more than five important milestones (e.g., significant achievements) for each year of your program or project.

5,000-character limit:

Understanding Your Impact

- How many unique individuals do you expect to serve or reach with your program or project? (# answer, not narrative)
- Please describe how you will know that your program or project has led to the overall results you want to see? How will you know that your program or project has led to greater health equity for the people or community you will serve?

5,000-character limit:

Financial Information

- Please describe how you will use the requested funding by providing a brief budget narrative. If applying for more than one year of funding, please include the total amount requested for each year.
- What are the other major sources of funding, financial and non-financial, for this project?

2,500-character limit:
Requested Documents for All Applications

Organization’s recent full 12 months financial statements, audited if available within that timeframe

For proposals using a fiscal sponsor:

• Fiscal sponsor agreement

• Fiscal sponsor's financials (most recent full 12 months financial statements, audited if available within that timeframe)
# Uploading Your Attachments

## Requested Attachments

The following documentation is requested:

- Most recent full 12 months financial statements, audited if available within that timeframe

For proposals using a fiscal sponsor:

- Fiscal sponsor agreement - template available [here](#), other formats accepted
- Fiscal sponsor financials (most recent full 12 months financial statements, audited if available within that timeframe)

## Uploading Instructions:

- Click the "+" next to each document type
- Select "Add Files," choose the document from your computer and select "Open"
- Click "Start Upload"
- Once uploaded, close the document window

Should there be any additional documents relevant to your application that you would like to share, please do so here by following these instructions:

- Click the "+" next to Documents
- Select "Add Files," choose the document from your computer and select "Open"
- From the drop-down select "Additional Attachment"
- Click "Start Upload"
- Once uploaded, close the document window

If you are unable to include documents electronically, please contact Grantmaking Operations to make arrangements for an alternative submission at 303-860-3600, toll-free: 877-225-0838 or email: grants@coloradohealth.org

### Most Recent 12 Months Financial Statements

### Fiscal Sponsor Agreement (If Applicable)

### Fiscal Sponsor’s Financial Statements (If Applicable)
Submitting Your Application

- In order to submit the application, you must first save it. Select “save and close,” then select “submit.”
- To access a saved but not yet submitted application, you’ll find it under “In Progress” in the Grant Requests section of your Grantee Portal.
What to Expect After You Apply

• Once your application has been submitted, you will receive an email confirming receipt
• As needed, a Foundation staff person may be in touch with you to discuss your proposal and to follow up with any additional questions
• Sometimes program officers will schedule an on-site visit so they can meet you in person and further discuss proposed activities
• The review process for funding opportunities takes approximately three to four months. For rapid response funding, we strive to make a decision within 60 days.
• You will be notified as soon as a decision is reached
• At any point during the process, please do not hesitate to reach out to your assigned program officer or our grantmaking operations staff with questions or concerns
Questions?

CONTACT US FOR MORE INFORMATION

Grantmaking Operations
303-953-3600
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