

## **Resident Leadership Academy Project Stipends Request for Applications 2022**

### **I. Background**

#### ***Resident Leadership Academy (RLA)***

The RLA is a curriculum based public health leadership program which trains and empowers residents from underserved communities to address their own issues and concerns, namely public safety, healthy food access, and increasing the quality of physical activity opportunities in neighborhoods. Since its inception, the RLA has made a significant impact in increasing civic engagement and resident leadership capacity in urban and rural areas across San Diego County's six decentralized regions. For example, since 2011, the RLA has been replicated in San Diego County over 100 times, and the number of program graduates across the County has exceeded 1,000. To learn more about the Resident Leadership Academy, please visit:

<http://www.livewellsd.org/content/livewell/home/community/resident-leadership-academy.html>

#### ***Live Well San Diego***

*Live Well San Diego* is a vision for a region that is Building Better Health, Living Safely and Thriving. It aligns the efforts of individuals, organizations and government to help all 3.3 million San Diego County residents live well. Organizational leaders and community members gather regionally to identify priority needs, plan community improvements and conduct activities to improve the health, safety and overall well-being of residents and their communities. These teams serve as a central point for action at the local level.

#### ***Community Health Improvement Partners (CHIP)***

Community Health Improvement Partners (CHIP) is a non-profit organization and established leader in innovative, collaborative solutions to address critical community health issues in the San Diego region. CHIP's mission is to advance long-term solutions to priority health needs through collaboration, advocacy and community engagement. To learn more about CHIP, please visit [www.sdchip.org](http://www.sdchip.org).

#### ***Community Action Partnership***

The County of San Diego Health and Human Services Agency, Department of Homeless Solutions and Equitable Communities, Community Action Partnership (CAP) is the region's designated Community Action Agency, administering San Diego County's federal Community Services Block Grant (CSBG) allocation through development and oversight of programs that empower economically disadvantaged individuals, families and communities to achieve their highest level of self-sufficiency. CAP cultivates partnerships in an effort to strengthen the collective impact surrounding anti-poverty efforts in the Region, which is in alignment with its mission to advance pathways for people, local businesses and communities facing barriers to prosperity so they can thrive.

### **II. Program Overview**

The focus of offering RLA Project Stipends is to encourage RLA facilitators and RLA resident leader groups to advocate for themselves and their projects to create environmental changes to the physical or social environment that would promote healthy behaviors throughout the community, such as walking and biking path improvements, public safety improvement efforts, physical activity equipment installation in public spaces, beautification projects, efforts to increase access to healthy, affordable and culturally appropriate foods, climate adaptation projects, coordination of public events that foster social cohesion, and norms that promote healthy eating and activities. The stipends shall support implementation of community improvement projects or support start-up costs for new RLAs.

### **III. Award Information**

The RLA will be awarding a total of 5 stipends for \$2,200 each in fiscal year 2021-2022, to support projects that align and advance the *Live Well San Diego* vision and RLA goals, to make policy, systems, and environmental changes throughout San Diego County's under-served and under-represented communities.

- Formal Release of RLA Stipend 2022 Application – Monday, May 2, 2022
- Last day for submitting questions – Wednesday, May 6, 2022. (5pm PST)

- RLA Stipend 2022 Application due date - Wednesday, May 25, 2022. (5pm PST)
- Award Notifications – Wednesday, June 1, 2022.
- RLA Project Stipend 2022 Launch Presentations on Wednesday, June 22, 2022 RLA Council Meeting (1:30pm –3pm) via zoom.

#### IV. Who Can Apply?

- ✓ Established RLA resident leader groups working on community action projects within San Diego County
- ✓ Certified RLA Facilitators/Trainers targeting areas within San Diego County
- ✓ Community-Based Non-Profit Organizations (CBOs) within San Diego County that implement RLA trainings and support resident groups with community improvement projects.

#### V. Eligibility Criteria

- The project must be *initiated* or *in progress* within the time-frame of June 1, 2022 – June 30, 2022 but does not have to be completed in that time.
- Applicants and projects must be located in San Diego County and meet the criteria as defined in Section IV- Who Can Apply?
- Competitive applications must have one of the following focus areas:
  - New RLA start-up costs, to implement the leadership program in a target neighborhood
  - Community improvement projects that would create positive changes to the physical or social environment, and promote healthy behaviors throughout the community. Project examples may include, but are not limited to:
    - Policy or Systems change
    - Community connectedness/social cohesion projects
    - Climate action projects, including development of Climate action plans or community adaptation strategies in response to extreme heat (tree planting, addition of shade structures, weatherization)
    - Community Gardens or Pop-Up Farmer's Markets
    - Pedestrian safety strategies (e.g. cross walk enhancements, bike racks, etc.)
    - Beautification projects (e.g. tree-planting, community art projects, etc.)
    - Park improvement efforts
    - Installation of Water stations
- The applicant must be able to:
  - Have a primary contact listed that is able to attend RLA Council meeting during the stipend cycle and effectively communicate progress and challenges encountered during the project.
  - Include a project budget and budget description outlining how funding will be used.
  - Demonstrate their connection to RLA program, trainings, network, curriculum and/or RLA resident groups.
  - Demonstrate a direct connection between the proposed activities and the RLA's goal to take action to improve the quality of life of residents in San Diego County as laid out in the RLA Curriculum.
  - Include a plan for measuring outcomes.
    - The project must be feasible and reasonable to carry out within the proposed budget, timeline and staff resources.
    - Any events related to the project must be free and open to the public and not have political, religious, or discriminatory themes, or partners associated with them.
    - Awardees must be willing to document their projects and share their process and results with others at RLA related convenings (i.e RLA Council Meeting).
- Communities in Action (CinA) providers are eligible to apply, but award cannot duplicate any other funding received by the County. Funds must be for supplemental activities beyond CinA program contract deliverables and/or paypoints.
- The applicant cannot be listed on the Federal Sanction, Debarment, & Exclusion Lists. Exclusion and Debarment Verification information and lists are available at this [link](#).

## VI. Application Process

To apply for funding, please complete the application (Section XIII) and submit it along with the required documentation ***no later than Wednesday, May 25, 2022 by 5pm*** to Yeni L. Palomino, Vice President via email at [ypalomino@sdchip.org](mailto:ypalomino@sdchip.org)

If you have any questions, please contact Yeni L. Palomino via email: [ypalomino@sdchip.org](mailto:ypalomino@sdchip.org) or phone: (858) 609-7969. ***Last day for submitting questions – Friday, May 6, 2022. (5pm PST).***

## VII. Selection Process

- All applications will be evaluated by a committee consisting of CHIP staff, and two Community Members. Community members participating will not be affiliated with any RLA Network member applying for this program.
- This is a competitive process and not all applications will be funded.
- High priority will be given to projects that meet following criteria
  - Serve economically disadvantaged communities and/or residents
  - Have greatest reach and impact
  - Serve areas not currently being served by an RLA resident leader group
  - Demonstrate collaboration with community stakeholders

### Allowable Expenses Include

- Place-making supplies such as paint, lumber, benches, and temporary materials needed, etc.
- Project related expenses, such as permits and supplies
- Consultant fees to complete community improvement projects, such as an artist stipend for a mural, or labor cost to install a bike rack.

### Unallowable Activities and Expenses

- RLA start-up costs such as printing costs, venue costs, food for participants, childcare services, etc. Staff salaries
- Fundraising events
- Political campaigns
- Cash prizes
- Tobacco, drugs or alcohol, and weapons
- Religious items or activities
- We reserve the right to identify additional unallowable activities

## VIII. Reporting

- Awardees are required to make a 15 minute presentation at the Wednesday, June 22, 2022 RLA Council meeting about their project goals, objectives and current status.

## IX. Logos

- All public announcements distributed to the community ***must*** identify the County of San Diego and Community Health Improvement Partners (CHIP) as the funding source for this program. In addition, program-related announcements (online or hard copy), such as fliers and brochures must include the *Live Well San Diego* and Community Health Improvement Partners (CHIP) logos and must be sent to CHIP for review and pre-approval.

## X. Payment of Stipends Funds

- Full payment of \$2,200.00 will be distributed to the awardees following the stipend notification award notice.

## **XI. Timeline**

<b>Activity</b>	<b>Date</b>
Release Stipend Application	Monday, May 2, 2022
Last day to Submit Questions	Friday, May 6, 2022 (5pm/PST)
RLA Stipend Applications Due	Wednesday, May 25, 2022 (5pm/PST)
RLA Stipend Award Notifications	Wednesday, June 1, 2022
RLA Project Stipend 2022 Presentations	Wednesday, June 22, 2022 (1:30-3:30pm/PST) (RLA Council Meeting Via Zoom)

## **XII. Resources**

- [Call to Action: San Diego County Childhood Obesity Action Plan](#)
- [A Place for Placemaking in San Diego by Circulate San Diego](#)
- [America Walks Placemaking Resources](#)
- [Project for Public Spaces Placemaking Resources](#)
- [Community Health Action Map Partners](#)

### **XIII. Resident Leadership Academy Stipend Application 2022**

<b>Organization Name:</b>			
<b>Address:</b>	<b>City:</b>	<b>State</b>	<b>ZIP:</b>
<b>Primary Contact Name:</b>			
<b>Primary Contact Email:</b>		<b>Phone:</b>	
<b>Title:    Role of Primary Contact:</b>			

<b>Fiscal Sponsor Organization Name (if applicable):</b>			
<b>Address:</b>	<b>City:</b>	<b>State:</b>	<b>ZIP:</b>
<b>Primary Contact Name:</b>			
<b>Primary Contact Email:</b>		<b>Phone:</b>	

**1. Project Title:**

**2. Target neighborhood/community/zip code (50 words max):**

**3. Please describe the community and population to be affected (150 words max):**

4. **Project description, what will the project entail? Please include how many people will benefit from this project. (250 words max)**

5. **What are the key outcomes this project hopes to accomplish? How will these outcomes be measured? (150 words max)**

**6. How have you participated in the RLA or RLA Council? (Please explain.) (150 words max)**

**7. Please explain in detail the planned activities that will be conducted as part of this project and outline the project timeline:**

<b>Description of Activity:</b>	<b>Start date:</b>	<b>End date:</b>

8. Please list any community organizations and/or collaborative partners that will be involved in this project. Please briefly describe the role they will play. (250 words max)

9. Provide a narrative description of how funding will be used (250 words max) and list anticipated costs in the chart provided:

List of Expenses	Estimated Amount
1.	\$
2.	\$
3.	\$
4.	\$
5.	\$
6.	\$
7.	\$
8.	\$
9.	\$
10.	\$
11.	\$
12.	\$
13.	\$
14.	\$



15.	\$
16.	\$
17.	\$
18.	\$
19.	\$
20.	\$
<b>Total project cost:</b>	<b>\$</b>

10. If using additional funds for this project, please let us know if they have already been secured. If additional funding has been secured, or in kind support will be provided, please provide organization's name, contact information, and funding amount. (150 words max)

**I am submitting the following:**

**Completed application**

**Proof of non-profit status, if applicable**

**"Before Pictures" of the location where the the environmental change will take place, if applicable**

**Please submit this application along with the required documentation by Wednesday, May 25, 2022 by 5:00 pm/PST to Yeni L. Palomino via email: [ypalomino@sdchip.org](mailto:ypalomino@sdchip.org)**