



Request for Application – Technical Assistance Worksite Wellness

Posted: Friday, December 14, 2012

Application Due: Friday, January 18, 2013 by 12 p.m.
DPH.WeChooseHealth@illinois.gov

Questions: Questions may be submitted to DPH.WeChooseHealth@illinois.gov. Last question may be submitted on Friday, January 11, 2013, by 5 p.m. All answered questions will be posted on www.WeChooseHealth.Illinois.gov

We Choose Health

Request for Application- Technical Assistance

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Attachments: *We Choose Health – Grant Application*
 Excel Budget Document

We Choose Health Technical Assistance Request for Applications

The Illinois Department of Public Health is seeking to fund one (1) application to provide technical assistance on the specific initiative of Worksite Wellness for *We Choose Health* community grantees (also referred to as funded communities). Thirteen grantees selected worksite wellness, which is part of the strategic area of Healthy Eating and Active Living.

We Choose Health Project Overview

We Choose Health (WCH) is the Illinois Community Transformation Grant (CTG), a multi-sectoral initiative to support healthy living through policy, systems and environmental change in the areas of *Smoke-Free Living, Healthy Eating and Active Living, Increased Use of High Impact Clinical Services, Social and Emotional Wellness, and Healthy and Safe Built Environment*. *We Choose Health* is aligned with the Illinois State Health Improvement Plan and Healthy People 2020. It is funding local communities as well as broad state-level interventions.

The Illinois Department of Public Health was awarded a Community Transformation Grant by the Center for Disease Control and Prevention (CDC) in September 2011. The Department will receive \$4.8 million dollars per year through 2016. The CTG was created through the Prevention Fund that was established by the Affordable Care Act to support healthy communities and reduce the burden of chronic disease.

Funded Target Area: The target area for the *We Choose Health* is the state of Illinois **excluding** the counties of: Will, Kane, Lake, Cook, DuPage. *We Choose Health* will not directly fund work in the excluded counties but they are included in the WCH workgroups and the larger statewide efforts to support *We Choose Health*. Technical assistance is NOT being requested for the statewide efforts in this request for application. Funded Worksite Wellness technical assistance grantee will be required to cover all funded communities listed on the following page.

The following are the community grantees and counties that will need direct technical assistance for the worksite wellness intervention.

Organization Name	Counties	Interventions
Bureau Co HD	Bureau, Putnam	Worksite Wellness, Coordinated School Health, Smoke-free Outdoor Spaces
Champaign-Urbana PH District	Champaign	Worksite Wellness, Coordinated School Health, Smoke-free Multi-unit Housing, Smoke-free Outdoor Spaces
Clinton Co HD	Bond, Clay, Clinton, Crawford, Edwards, Effingham, Fayette, Jasper, Jefferson, Lawrence, Marion, Wabash, Washington Wayne	Worksite Wellness ,Coordinated School Health, Baby Friendly Hospitals, Smoke-free Outdoor Spaces
Franklin-Williamson Bi-Co HD	Franklin, Gallatin, Hamilton, Saline, White, Williamson	Worksite Wellness, Coordinated School Health, Smoke-free Multi-unit Housing, Smoke-free Outdoor Spaces, Joint Use Agreements
Jackson Co HD	Alexander, Hardin, Jackson, Johnson, Massac, Perry, Pope, Pulaski, Randolph, Union	Worksite Wellness, Coordinated School Health, Smoke-free Multi-unit Housing, Smoke-free Outdoor Spaces, Joint Use Agreements
Kendall Co HD	Kendall	Worksite Wellness, Smoke-free Multi-unit Housing
Knox Co HD	Fulton, Knox, Mason, McDonough	Worksite Wellness, Smoke-free Outdoor Spaces, Complete Streets, Joint Use Agreements
Macon Co HD	Macon	Worksite Wellness, Coordinated School Health, Smoke-free Outdoor Spaces
McLean Co HD	McLean	Worksite Wellness, Coordinated School Health, Smoke-free Multi-unit Housing, Smoke-free Outdoor Spaces
Moultrie Co HD	Moultrie	Worksite Wellness, Coordinated School Health, Smoke-free Outdoor Spaces
Rock Island Co HD	Rock Island	Worksite Wellness, Smoke-free Outdoor Spaces, Safe Routes to School
Whiteside Co HD	Whiteside, Lee, Ogle, Stephenson, Carroll	Worksite Wellness, Baby Friendly Hospitals, Smoke-free Outdoor Spaces
Winnebago Co HD	Winnebago, Boone	Worksite Wellness, Coordinated School Health, Smoke-free Multi-unit Housing, Smoke-free Outdoor Spaces, Safe Routes to School, Complete Streets

We Choose Health is directly funding \$3.5 million dollars in community grants to implement specific evidence and practice-based approaches in the strategic areas. Please note: This RFA seeks technical assistance for **only the Worksite Wellness intervention** in *Healthy Eating and Active Living*. For more information on the other strategies and components of *We Choose Health* visit www.WeChooseHealth.Illinois.gov.

Grantees implementing worksite wellness strategies in their specific geographic area will incorporate the four tenets of *We Choose Health*:

- Reach - to impact as many people as possible
- Evaluation - evaluate the work being done and build the evidence base with the implementation of our interventions

- Sustainability - ensure the work implemented during the funded period can be sustained after the funding is concluded
- Health Equity - ensure that the interventions implemented will increase the health of all communities and will address opportunities to reduce health disparities.

These four tenets are integral to the *We Choose Health* initiative. It will be important for the communities to be supported and assisted in meeting these directives.

Another component of *We Choose Health* is the focus on rural communities. Experience and knowledge of the unique challenges, assets and needs of rural communities in implementing these types of initiatives will be important.

The funded worksite wellness technical assistance grantee will be required to provide resources to local community grantees to help them successfully implement the specific *We Choose Health* strategies as well as support the Department in meeting its strategy specific goals.

Worksite Wellness Technical Assistance for Funded Communities:

- At least one webinar every three months regarding key issues relevant to worksite wellness
- Quarterly conference calls with communities implementing worksite wellness
- Provision of consultation and guidance regarding implementation of worksite wellness interventions as needed by the communities by phone and email
- Working with funded communities to address both work plan deficits and lack of progress in worksite wellness interventions that may be identified by IDPH.
- Assisting funded communities in developing communication plans and strategies related to worksite wellness interventions.
- Provision of resources and assistance for funded communities regarding policy development.
- Monthly communication with funded communities about existing tools, information and resources for worksite wellness. (Note funding will not be provided to develop new tool kits; existing tools and resources are available.)
- Facilitation of a peer network around strategic areas utilizing the existing work groups organized by IDPH
- Regular communication, including quarterly reporting, with IDPH regarding grantee progress and assistance requests

Overall Support for *We Choose Health*: Technical Assistance grantees will support the Department in meeting its goals for implementation of the specific strategies and CDC directives. This includes:

- Providing feedback on work plans, statewide impact goals related to strategies
- Supporting the *WCH* workgroups
- Providing feedback or consultation on presentations, communications, dissemination activities
- Supporting the management teams directives to the grantees specifically in the areas of
 - Reach
 - Evaluation

- Health Equity
 - Sustainability
- Participating in evaluation and performance management activities determined by the management team.

Funding: Technical Assistance grants will be for four years, through the duration of the community grants. The Department will fund approximately \$75,000 in Worksite Wellness Technical Assistance for each year.

Year 1: January 1, 2013- September 29 2013

Year 2: September 30, 2013- September 29, 2014

Year 3: September 30, 2014- September 29, 2015

Year 4: September 30, 2015- September 29, 2016

Budget proposals should be detailed and include justification. All budget items are subject to review and approval by the Department.

Eligibility: Must be a legally registered entity. Organizations may be located within or outside the target area, or outside the state of Illinois. Organizations may be a non-profit or private entity.

Application and Scoring

Instructions for Completing the Application:

1. Complete the entire *WCH* TA RFA, including the proposed work plan.
2. Complete a budget for Year 1, using the Excel budget document. Please include travel and expenses for presentations at grantee meetings and trainings. Plan for two (2) 2-day trainings in Springfield and five (5) 1-day regional trainings.
3. Attach supporting documents: Grant History, W-9
4. You may submit an appendix. You are only allowed to submit one PDF document that includes whatever additional documents you would like to attach. Note: The appendix is not a portion of the application that will be scored and is not required.

Instructions for Submission of Application:

1. Applications must be submitted to DPH.WeChooseHealth@Illinois.gov
2. Applications must be submitted by **Friday, January 18, 2013, by 12 p.m.**
3. Applicants will receive email confirmation of Application Submitted. If you do not receive an email confirming your submission, we have not received your application.