



Request for Application

Stand Against Cancer Initiative Fiscal Year 2013

Illinois Department of Public Health
Center for Minority Health Services
535 West Jefferson, 5th Floor
Springfield, Illinois 62761
Phone: 217-785-4311
Fax: 217-558-7181

Application due date is Friday, December 21, 2012

A technical assistance conference call will be held on December 6, 2012, at 10:00 a.m. for interested parties. To access the call, dial 1-888-494-4032; access code 4652155156. Your participation is not required to be eligible for funding.

Executive Summary:

The Illinois Department of Public Health Center for Minority Health Services is accepting applications for programs that are interested in participating in the Stand Against Cancer Initiative. The Initiative is funded through State of Illinois general revenue funding, and funds breast and cervical cancer prevention, education, outreach, and referral programs targeting communities of color - specifically programs with the capacity to reach rural, migrant farm-worker, lesbian and bisexual minority women. Programs should be unique, culturally innovative, and increase the Center for Minority Health Services' ability to address the complexities that make these populations more vulnerable.

Funding Opportunity Title: Stand Against Cancer Initiative

Due Date for Applications: **Friday, December 21, 2012**

Application Processing: One signed original and one photocopy of application to include budget forms and a signed W-9 must be mailed, or hand delivered, to the following address no later than **Friday, December 21, 2012, at 3:00 p.m.** Faxed or electronic copies will not be accepted. Any applications received after this date, or not including the required number of copies, completed budget, and signed W-9 will not be reviewed. It shall not be sufficient to show that the application was mailed or hand-delivery was commenced before the scheduled closing time for receipt of applications.

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535 W. Jefferson, 5th Floor
Springfield, Illinois 62761
Attention: Marbella Marsh

Eligible Applicants: Eligible applicants include, but are not limited to, community-based organizations, non-profits, private associations, faith-based organizations, voluntary organizations, organizations serving ethnic populations, local health departments, and collaborative of government and community-based organizations. **Only organizations based in Illinois are eligible for funding.**

Funding Amount: Grant Awards To Be Determined

Funding Period: January 1, 2013 through June 30, 2013

Background

Breast cancer is the leading cause of cancer deaths among women throughout communities of color. African American and Latino/Hispanic women are more likely to have aggressive breast cancer tumors and less likely to receive post-surgical radiation therapy than white women. We do not know what causes breast cancer, but we do know that education and early screening examinations through mammography aid in identifying this cancer at an early stage when it is most treatable. According to study results presented at the Fifth American Association for Cancer Research (AACR) Conference on the Science of Cancer Health Disparities, it is the most frequently diagnosed cancer among nearly every racial and ethnic group, including African American, American Indian/Alaska Native, Asian/Pacific Islander and Latino/Hispanic women. The risk of a breast cancer diagnoses increases as you age. Most breast cancers and breast cancer deaths occur in women aged 50 and older.

All women are at risk for cervical cancer. It occurs most often in women over age 30. The human papillomavirus (HPV) is the main cause of cervical cancer. Cervical cancer is the easiest gynecologic cancer to prevent with regular screening tests and follow-up. It also is highly curable when found and treated early.

Over 9,000 women will be diagnosed with breast cancer, and over 500 women will be diagnosed with cervical cancer. In 2012, it is estimated that breast and cervical cancer will account for 15% of all new cancer cases in Illinois. In 2010, 54% of all women in Illinois were screened for breast cancer and 88% were screened for cervical cancer.

According the 2011 census, Illinois' current population is 12,869,257 -78.0% White; 16.2% Hispanic/Latino; 14.8% African American; 4.8% Asian; 0.6% American Indian and Alaskan Native; 0.1% Native Hawaiian and other Pacific Islander. This is an increase of 38,625 people from the 2010 census. The Census Bureau estimated that in 2011, 2,707,120 people resided in Chicago compared to 2,851,268 in 2010. This is a decline of 144,148 people or 0.4 percent. Eighty-three of Illinois counties are considered rural.

Funding Opportunity Description

The Illinois Department of Public Health Center for Minority Health Services is requesting proposals for breast and cervical cancer education, outreach, and referrals programs. This initiative will result in the development of culturally competent strategies to increase awareness and educate women regarding breast and cervical cancer and the importance of prevention and early detection. Successful grantees will work in collaboration with applicable community partners to provide referrals to appropriate breast and cervical cancer screening sites and other ancillary services.

Program Expectations

The over-reaching goals of Stand Against Cancer Initiative to:

- **Increase breast and cervical cancer** outreach, education, and referrals for screenings to rural, migrant farm-worker, lesbian and bisexual women of color. The Census Bureau's classification of "rural" consists of all territory, population, and housing units located outside of urban areas and urban clusters.
- **Improve** access to culturally and linguistically appropriate medical care and coordinated support services for women diagnosed with breast and cervical cancer.
- **Reduce** the incidence of the late diagnosis of breast and cervical cancer for rural, migrant farm-worker, lesbian and bisexual women of color .

Successful Applicants Will

1. Develop and implement SMART objectives related to breast and cervical cancer outreach, education, screening, and diagnosis strategies to the proposed targeted population.
2. Submit a monthly narrative, activity, and expenditure report in a timely manner by the 15th of each month, and a detailed final report no later than July 31, 2013. Failure to submit reports as required will result in termination of grant funding.
3. Attend all mandatory grantee meetings and Minority Health Conference in April, 2013.
4. Develop a final report that will include, but not limited to:
 - A final report which entails the findings and future recommendations for the program.

Applicant Requirements

- 1 Provide realistic one year screening projections targeting rural, migrant farm-worker, lesbian, and/or bisexual women of color who are aged 40 to 64 years for breast cancer and women aged 35-64 years for cervical cancer.
- 2 Key staff members must have a minimum of two years experience conducting breast and cervical cancer outreach and education targeting rural, migrant farm worker, lesbian and/or bisexual women of color and provide documentation of that experience with the application.
- 3 Address how the project increases the percentage of women of color within the target population who are screened for breast cancer and when necessary enter, remain, or progress through the continuum of breast and cervical cancer care.
- 4 Provide services to rural, migrant farm worker, lesbian, and/or bisexual women of color as developed by the grantee.
- 5 Avoid duplication of efforts already occurring within their communities

Application and Submission Process

Application for funding is through the submission of a six page Illinois Department of Public Health Grant Application comprised of eight sections and a Budget Detail Template that requires cost justification in each of twelve categories. Please ensure that all instructions are followed and all required information is submitted. All sections of the application must be completed in their entirety.

Section 7 of the application shall include a detailed description of the proposed project to include objectives, outcomes, timeline, and a work plan describing when and how the objectives will be met. Objectives shall be specific, measurable, attainable/achievable, relevant, and time bound, and activities supporting attainment of objectives shall be described. The program plan shall demonstrate innovative or new efforts. Successful applicants shall identify how the proposed project relates to the Illinois Department of Public Health, Center for Minority Health Services Stand Against Cancer Initiative.

Program information contained within Section 7 must include, but is not limited to:

- Detailed description/information about the proposed project
- Expected outcomes
- Description of how outcomes will be measured
- List of goals to be accomplished during the grant period
- Proposed timeline
- Objectives by quarter with a list of tasks that will be implemented to accomplish the objectives. The organization shall specify how the objectives will be measured to determine successful completion. Must be revised. It's only for 6 months project.
- Detailed budget by line item and justification. (Copy Attached)

Application Review Criteria

All eligible applications will be evaluated by a Grant Evaluation Committee utilizing the following 100 point scale.

- Adherence to application protocol (20)
- Scope of Work – Annual Goals (15)
- Scope of Work – Quarterly Goals (15)
- Scope of Work – Measurement Instruments(10)
- Scope of Work – Timeline (10)
- Scope of Work – Personnel Loading Chart(5)
- Budget Detail & Justification (20)
- Letters of Support (maximum of three) (5)

Format

Applications must be completed using 12 point or larger font and must be both single-spaced and one-sided. Margins may not be less than one inch on all sides.

Payment Methodology

Funds awarded to successful applicants will be provided on a monthly reimbursement basis. The grantee will document actual expenditures on a monthly basis and submit an Illinois Department of Public Health Certification Form accompanied by a monthly narrative, activity, and expenditure report to include appropriate supporting fiscal documentation. After review and approval of program activity, narrative, and expenditure reports, a voucher will be prepared and processed through the Office of the State Comptroller for payment. Reimbursement requests must be submitted monthly and the final reimbursement request must be received by the Illinois Department of Public Health Center for Minority Health Services no later than July 30, 2013.

Awards will be made after the Department's Grant Review Committee process has been completed. Submitting an application ensures that you will be in the pool of potential applicants considered for funding. It is not a guarantee of an award.