2025 Community Grants Program to Promote Health Equity

REQUEST FOR PROPOSALS:

The UCLA Kaiser Permanente Center for Health Equity, in collaboration with the UCLA Jonsson Comprehensive Cancer Center and Doctora Monica Salinas, invite proposals for projects to promote health equity by addressing health disparities among underserved populations in and around Los Angeles County. **Grants of up to $5,000 each are available to support local community organizations in these efforts. While proposals may request up to the full $5,000, we ask that applicants request only the amount necessary to carry out the proposed project.**

This year, we are accepting applications for projects aimed at increasing health equity in local communities. We intend to fund projects that have the potential to improve health among underserved population groups. These can include a direct focus on health issues as well as social needs that are upstream drivers of health. Expansion of existing projects as well as new projects are eligible for funding.

Examples of types of projects include, but are not limited to:

- needs assessments
- direct services to community members
- development or adaptation of educational materials
- implementation of community educational programs
- promotion of health screenings
- assistance addressing social needs
- increasing access to health programs
- program evaluation

Eligibility requirements:

- 501(c)(3) organization status, including community and faith-based organizations, advocacy groups, coalitions, neighborhood associations, safety net clinics or other service providers.
- Located in Los Angeles County or surrounding counties (Ventura, San Bernardino, Riverside, and Orange).

UCLA faculty, staff and students are NOT eligible to apply or receive any funds through this mechanism. However, they are encouraged to collaborate with and assist community groups in their applications.

Submission Procedures:

1. Submit completed application package electronically with your organization name in the subject line to healthequity@ph.ucla.edu by **5:00pm PST on August, 29 2025**. Applications sent after this deadline will not be considered.
2. Funding decisions will be made in **October, 2025**.
3. Selected recipients will be required to complete University conditions prior to award issuance.

Formatting Guidelines:

1. Complete the application using the outline below using 11pt font size, single-spaced, single-sided, and 1-inch page margins on all sides. Follow the section and page maximums. Only applications that adhere to these guidelines will be considered.
2. Collect 2 external letters demonstrating community support for your project, preferably from organizations who will contribute to the project, or whose constituents will be served by it.
3. Combine the application, budget, and letters of support into 1 PDF document; no other document formats will be accepted.
4. Name the PDF file using the following format: "*Your organization name* 2025 UCLA Health Equity Grant Proposal".

Application Outline:

I. ***Grantee Identification and Description*** (200 word maximum)
1. Lead organization name
2. Title of proposed project
3. Lead organization address
4. Lead organization website address/URL
5. Lead organization project leader and contact information
6. Names of any collaborators
7. Organization description
   a) Expertise, relevant experience (can include links to previous projects. For example, handouts, videos, social media handles, etc.)
   b) Description of staff who will be responsible for implementing the proposed project, their roles and relevant qualifications

    c) Partnerships and collaborations with other non-profit organizations that will enable success of the project

II. *Project Summary* (350 word maximum)
- Project title
- Health disparity and/or social need topics your project will address
- Population group/s to be served
- Geographic area to be served
- Purpose of project
- Key activities
- Expected outcomes

III. *Proposal Narrative*
a. **Problem and Need** (200 word maximum) Describe the priority population, including the estimated numbers of individuals to be served and provide evidence of risk/need in your service area.
b. **Goals and objectives** (200 word maximum) Describe the specific aims for the project.
c. **Project Activities** (400 word maximum) Describe the specific activities that you will undertake in this project. Also include specific information on any collaborations needed to complete the project. Include the roles of the lead organization and collaborating organizations.
d. **Impact** (200 word maximum) Describe how you plan to measure your project's impact, and/or evaluate your accomplishments.
e. **Sustainability** (200 word maximum) Describe how the project could be sustained after this funding or could lead to a larger or continuing effort.

IV. *Budget* (1 page maximum)
Can be Word or Excel, converted into PDF format. Provide a detailed budget and justification. Specify the funds requested for each item and the total amount for each item. Allowable costs include:
- Personnel costs: Salaries if requested, must include hourly rate and total number of hours estimated.
- Supplies: Printed materials and other supplies needed to complete the project.
- Travel: Local travel costs directly related to the project.

- o Additional costs associated with the project should be justified.

Priority will be given to:

1. Proposals that demonstrate a high level of need in the priority population.

2. Proposals that clearly describe the anticipated impact of the project.

3. Projects that are sustainable and/or lead to a larger effort.

Questions about the application process may be directed to Ernesto Sosa at easosa@ucla.edu.