



# Resident Leadership Academy Project Stipends Request for Applications 2024



## 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 120 times, and the number of program graduates across the County has exceeded 1,000. To learn more about the Resident Leadership Academy, please visit: <https://www.livewellsd.org/i-want-to/get-involved/resident-leadership-academy>

### **Live Well San Diego**

Live Well San Diego is a regional vision of Building Better Health, Living Safely, and Thriving in alignment with the County's vision of a just, sustainable, and resilient future for all. All HHS partners and contractors, to the extent feasible, are expected to advance this vision. Building Better Health focuses on improving the health of residents and supporting healthy choices. Living Safely seeks to ensure residents are protected from crime and abuse, neighborhoods are safe, and communities are resilient to disasters and emergencies. Thriving focuses on promoting a region in which residents can enjoy the highest quality of life. Information about Live Well San Diego can be found on the County's at [https://www.sdcounty.ca.gov/content/sdc/live\\_well\\_san\\_diego.html](https://www.sdcounty.ca.gov/content/sdc/live_well_san_diego.html) and [www.LiveWellSD.org](http://www.LiveWellSD.org)

### **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 advance long-term solutions to priority health needs through collaboration, advocacy and community engagement and developed the Resident Leadership Academy. 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 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.



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## II. Program Overview

The focus of offering the 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. Things 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

We will be awarding up to five (5) stipends for \$2,600 each in fiscal year 2023-2024, 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 Stipends 2024 Application - Monday April 8, 2024
-  Last Day for Submitting Questions- Friday April 19, 2024 (5:00pm PST)
-  RLA Stipend 2024 Application Due Date - Friday, May 3, 2024. (11:59pm PST)
-  RLA Stipend 2024 Award Notifications – Week of May 5-10, 2024.
-  RLA Project Stipend 2024 Awardee Presentations -Wednesday, May 22, 2024  
RLA Council Meeting via zoom from 1:30pm –3:30pm (mandatory).

## 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 April 1, 2024 – June 30, 2024 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?
- The applicant cannot be listed on the Federal Sanction, Debarment, & Exclusion Lists. Exclusion and Debarment Verification information and lists are available at this [link](#).
- 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 pay points.



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- 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).
- 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

## VI. Application Process

To apply for funding, please complete the application (Section XIII) and submit it along with the required documentation ***no later than Friday, May 3, 2024 by 11:59pm (PST)***. If you have any questions, please email them to as well to [ypalomino@sdchip.org](mailto:ypalomino@sdchip.org). Last day for submitting questions – *Friday, April 19, 2024. (5pm PST)*.

## VII. Selection Process

A review committee that will consist of CHIP staff and two community members that are familiar with the RLA program will evaluate all applications.



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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 the 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

## VIII. Reporting

Awardees are **required** to make a 15 minute presentation at the Wednesday, May 22, 2024 RLA Council meeting about their proposed project goals, objectives and current status.

## IX. Promotions

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 plus the language listed below and must be sent to CHIP for review and pre-approval.

“Funding for this program is provided by the County of San Diego, HHSA, Department of Homeless Solutions and Equitable Communities in partnership with Community Health Improvement Partners”

## X. Payment

Full payment of \$2,600.00 will be distributed to the awardees following the stipend notification award notice. Please note the allowable and unallowable expenses listed below:

### A. Allowable Expenses

- 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 mural, or labor cost to install a bike rack.

### B. Unallowable Expenses & Activities

- 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



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COMMUNITY HEALTH  
IMPROVEMENT PARTNERS  
*making a difference together*

## XI. Timeline

ACTIVITY	DATE
Release Stipend Application	Monday , April 8, 2024
Last day to Submit Questions	Friday, April 19, 2024 (5pm/PST)
RLA Stipend Applications Due	Friday, May 3, 2024 (11:59pm/PST)
RLA Stipend Award Notifications	Week of May 5-10, 2024
RLA Project Stipend 2024 Presentation <b>(mandatory)</b>	Wednesday May 22, 2024 (1:30pm-3:30pm/PST) via zoom RLA Council Meeting

## 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 2023

To complete the Resident Leadership Academy Stipend 2024 Application please follow the link or QR code to complete the full application along with the required documentation by **Friday May 3, 2024 by 11:59pm (PST)** <https://forms.gle/2GdG7Lxupg3ZyUQA6>