



## ILLINOIS CHILDREN'S HEALTHCARE FOUNDATION

### YOUTH WORKFORCE DEVELOPMENT 2.0 RFP

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<b>Grant Opportunity Title</b>	Youth Workforce Development 2.0
<b>Foundation Contact</b>	Zach Wilder <a href="mailto:ZacharyWilder@ilchf.org">ZacharyWilder@ilchf.org</a>
<b>Application Posting Date</b>	August 26, 2024
<b>Application Closing Date</b>	November 15, 2024 @ 5:00 PM CST
<b>Informational Session (register <a href="#">here</a>)</b>	September 16, 2024 @ 11:00 AM CST
<b>Grant Award Date (Anticipated)</b>	February 25, 2025
<b>Grant Period</b>	March 1, 2025 – September 30, 2026
<b>Anticipated Number of Awards</b>	5
<b>Award Range</b>	Up to \$20,000
<b>Estimated ILCHF Funding Total</b>	\$100,000

### ILLINOIS CHILDREN'S HEALTHCARE FOUNDATION OVERVIEW

#### 20 YEARS OF SUPPORTING CHILDREN'S HEALTH

Illinois Children's Healthcare Foundation (ILCHF) has a single vision: that every child in Illinois grows up healthy. Working with grantee partners across the state, the Foundation focuses its grant making on identifying and funding solutions to the barriers that prevent children from accessing the ongoing healthcare they need, with a primary focus on children's oral health and mental health.

ILCHF was created in December 2002 through an action of then Attorney General Jim Ryan and an Illinois insurance carrier. This action and a settlement of approximately \$125 million established Illinois' only private foundation focused solely on the health needs of children across the state. The Foundation awarded its first grants in December of 2004. Approximately \$5.9 million funded 32 programs throughout the state designed to improve access to pediatric healthcare; screen children for developmental delays; enhance the quality and accessibility of children's mental health services; and, improve the oral health of Illinois children.

Since inception, ILCHF has awarded over \$140 million in grants to organizations across the state that share our vision ***that every child in Illinois grows up healthy.***

## ILCHF's YOUTH WORKFORCE DEVELOPMENT 2.0 RFP

### ***SUPPORTING A STRONG CHILDREN'S HEALTH WORKFORCE IN ILLINOIS***

For over 20 years, the ILCHF team has had the privilege of traveling throughout the state to meet and collaborate with people and organizations in communities working to improve health outcomes for Illinois children. Throughout its history, ILCHF has learned from communities, providers, and families about the challenges and successes associated with improving children's health. The Foundation has partnered closely with inspiring teams and organizations to facilitate opportunities that address some of the state's most pressing children's healthcare needs.

Through the work of partners across the state, there is much to celebrate. Thousands of children have now received the quality healthcare needed to help them live healthy. Even with all these successes, there is still much work to be done. One overwhelming challenge that impacts all areas of children's healthcare is related to children's healthcare workforce shortages in Illinois. According to the U.S. Health Resources and Services Administration, more than 6.5 million Illinois residents currently live in an area with a shortage of primary, dental, or mental healthcare providers.<sup>1</sup> ILCHF has listened to stories of workforce shortage areas across Illinois, sought data specific to communities in Illinois and learned about innovative programs to help alleviate these shortages.

As the Foundation moves into its 22<sup>nd</sup> year of collaborating with grantee partners, the Board of Directors has approved the **ILLINOIS CHILDREN'S HEALTHCARE FOUNDATION GRANT OPPORTUNITY: YOUTH WORKFORCE DEVELOPMENT 2.0**

- This funding opportunity will provide grants of up to \$20,000 each for strategies that encourage and nurture the next generation of children's oral health and mental health providers. ILCHF hopes to award 2 grants in Southwest Central Illinois and 3 in Northern Illinois (see attached map).
- The goal of the project is to provide learning opportunities and guidance to youth as early as elementary school to allow the exploration of potentially pursuing a career path in children's healthcare. Possible projects may include developing new partnerships between health training programs and schools, creating and/or expanding existing mentorship programs, and/or implementing healthcare career shadowing programs in the focus areas of children's oral and mental health. An example includes a school counselor developing a program that arranges for representatives from various medical professions to speak with children on a quarterly basis. There are many ways to think about this application and we encourage creativity and innovation!
- This grant opportunity is available to nonprofit organizations that have the capacity to help children learn more about careers in healthcare. These one-time grant funds can be used to seed new programs or expand existing ones. Preference may be given to

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<sup>1</sup> KFF. (2024, April 1). *Health Professional Shortage Areas (HPSAs)*. Retrieved from KFF: <https://www.kff.org/other/state-indicator/primary-care-health-professional-shortage-areas> <https://www.kff.org/state-category/providers-service-use/health-professional-shortage-areas/>

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organizations serving historically underrepresented youth populations and professional healthcare workforce shortage areas that demonstrate the ability to sustain programming past the grant period and can share replicable models that may inspire other efforts.

In order to be considered for funding, applicants must complete the online application through the link provided and indicate how funds in the amount of up to \$20,000 will be used to support youth developing an interest in healthcare services within the fields of children's oral health or children's mental health.

ILCHF is working to provide greater transparency in its grantmaking practices and to help applicants have greater information regarding the details associated with implementing a grant. Toward that end, attached to this RFP please find the Grant Agreement template, the scoring rubric, and the Final Report template. The only reporting associated with the grant will be a Final Report due November 30, 2026.

Below, please find the questions that are contained in the online application.

## ORGANIZATION INFORMATION

### I. Title Page

- i. Organization name
- ii. Project title
- iii. Project abstract (250-word limit)
- iv. Total project budget (not to exceed \$20,000)
- v. Requested amount
- vi. Project start date
- vii. Project end date
- viii. RFP Category

### II. Organization Information

- i. Executive Director/President/CEO first name
- ii. Executive Director/President/CEO last name
- iii. Prefix
- iv. Executive Director/President/CEO title
- v. Executive Director/President/CEO email
- vi. Tax ID
- vii. Organizational background - "Please provide a brief description of your organization, including mission and population/communities served (100-150 words)"
- viii. Annual budget
- ix. Address
- x. City
- xi. State
- xii. Postal code
- xiii. County
- xiv. Phone
- xv. Website

### III. Primary Contact Person – Instruction: "This person will receive all communication related to the application."

- i. Last name
- ii. First name
- iii. Prefix
- iv. Title
- v. Email
- vi. Office phone
- vii. Extension
- viii. Mobile phone

### IV. Project Director – Instruction: "This will be the staff person in charge of operational management and implementation."

- i. Last name
- ii. First name
- iii. Prefix
- iv. Title

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- v. Email
- vi. Office phone
- vii. Extension
- viii. Mobile phone

## PROJECT DEFINITION, NARRATIVE and BUDGET

**V. Project Definition** – Please provide the following information and select the most appropriate designations for the populations you plan to serve. Include the total numbers served annually and numbers/percentages of those served according to various demographics, and to the extent possible the number of children served.

- a) Geographic area/Primary County
- b) All counties served by project (see attached map)
- c) Please indicate the anticipated location of the office(s) of the grantee, if applicable.
- d) Number of unduplicated children to be served by this grant annually once fully operational. Please indicate numbers of unduplicated adults to be served as well.
- e) Primary age group – projected percentage of youth served by the project in each age group. (Please provide percentages totaling 100%)
  - Infants/Toddlers (0-5)
  - Children (6-13)
  - Adolescents (14-18)
  - Young Adults (19-21)
- f) Median household income for community served
- g) Percentage of community members living at or below 150% of the Federal Poverty Level (FPL)\*
- h) Socioeconomic status – please provide the projected percentage of youth to be served by the project in each category. (Please provide percentages totaling 100%)\*
  - Less than or equal to the Federal Poverty Level
  - Up to 150% of the Federal Poverty Level
  - Up to 200% of the Federal Poverty Level
  - Unknown
  - Other

\*(The FPL for a family of 4, the 150% of the 2024 FPL is \$45,000. For additional information regarding the 2024 FPL, please visit [aspe.hhs.gov](https://aspe.hhs.gov). For additional economic data, please visit [datausa.io](https://datausa.io))

- i) Describe the demographics of the community to be served. Data provided could include but is not limited to socioeconomic status, number of students with Individualized Education Plans (IEPs), languages spoken, insurance coverage, unemployment, school district spending per pupil, population density, and age distribution. Discuss relevant health data if known for children and adults, substance use, average wait times for behavioral health services, etc. (Limit 1000 words)

- j) Focus area(s)
  - i) Mental/Behavioral Health
  - ii) Oral Health
  
- k) Has the applicant organization received prior funding from ILCHF
  - i) Yes
  - ii) No

## **VI. Project Narrative**

- i. Please describe how you propose to use up to \$20,000 within 18 months to support youth interested in healthcare services careers within the fields of children's oral and/or mental health. (Limit 1000 words)
  
- ii. Please describe the need that your project will address. Be concise using sources of data (i.e., statistics/research) specific to your geographic area and proposed population. (Limit 1000 words)
  
- iii. Proposed number of children/youth to be engaged in the project and the frequency of engagement.
  
- iv. How will success be measured and how will you incorporate this information into the project's design? (Limit 500 words)

A number of organizations, including community foundations are partnering with us to provide outreach and dissemination regarding this opportunity and may consider funding proposals related to their communities and priorities. If a community foundation or other funder decides to partner in terms of funding applications, we would like to have the ability to share your application with them. We will not share your application without your permission to do so. Please select the response below which reflects your level of interest in providing permission for us to share your application with an interested community foundation:

- Please do not share our application.
- Please share our application with any interested community foundation.
- Please contact us to discuss the possibility of sharing our application.

## **VII. Budget and Financial Information**

Please complete the budget template found on the "Open RFP" page of the ILCHF website and upload it as an attachment ([www.ilchf.org/open-rfps/](http://www.ilchf.org/open-rfps/)). Examples of eligible costs include:

- Staff time to develop and/or administer program
- Stipends for speakers
- Travel time
- Meeting expenses

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- Communications expenses
  - Materials/supplies
  - Incentives for students
  - Equipment
- i. Provide a budget narrative. Delineate details associated with the budget, clarify the calculations leading to the budget numbers, and provide details that do not fit within the budget template.

**Attachments** - Instruction, "If one of the required documents is not applicable for your organization please attach a note in its place explaining why the document cannot be provided."

- a) Budget template
- b) Budget narrative
- c) The *Officer's Certification Form* signed by the CEO/President or Department Chair – this document that can be downloaded from our website
- d) Applicant organization IRS letter of exemption
- e) Applicant organization most recent form 990, if applicable
- f) Applicant organization most recent AG IL 990, if applicable
- g) Applicant organization most recent audited financial statements
- h) Board of Directors' list for applicant organization

## APPLICATION PROCESS

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ILCHF utilizes an online application system. The application link can be found by clicking [here](#) or visiting [www.ilchf.org](http://www.ilchf.org)

Prior to beginning the online application process:

- Be sure you have read the RFP thoroughly and are certain your organization and/or initiative qualify for the funding being offered.
- Make sure you have your organization's Employer Identification Number (EIN) from either the most recent IRS Form 990 or IRS Determination Letter ready when you enter the system. You will need it to establish your application file.
- Ensure copies of your organization's most recent key financial documents – IRS Form 990, Audited Financial Statement, IRS Letter of Determination – are all available to you in an electronic format to attach to your submission when you submit it. Instructions on how to submit these documents are in the form itself.
- **Proposals are due by November 15, 2024 and must be submitted online.**

## TECHNICAL ASSISTANCE/QUESTIONS

Directions and technical assistance will be provided by Illinois Children's Healthcare Foundation located at:

Illinois Children's Healthcare Foundation  
1200 Jorie Boulevard, Suite 301  
Oakbrook, IL 60523  
Phone: 630.571.2555  
Fax: 630.571.2566  
[www.ilchf.org](http://www.ilchf.org)

For questions related to Children's Mental Health please contact:

Christine Brambila, Senior Program Officer  
[christinebrambila@ilchf.org](mailto:christinebrambila@ilchf.org)

For questions related to Children's Oral Health please contact:

Zach Wilder, Associate Program Officer  
[zacharywilder@ilchf.org](mailto:zacharywilder@ilchf.org)

For technical assistance related to this RFP please contact:

Nedrae Hunt, Senior  
Manager, Grants &  
Administration  
[nedranaehunt@ilchf.org](mailto:nedranaehunt@ilchf.org)



# Illinois Children's Healthcare Foundation Youth Workforce Development 2.0 Funding Regions

