**Voices for Healthy Kids IEE Workgroup Grants**

**Application Questions**

**This document is for applicants use to prepare responses to the questions – ALL applications must be submitted into the** [**online grant management system**](https://voicesforhealthykids.fluxx.io/)**.**

**New applicants must register in the system and approval and take 1-2 business days.**

**Please Note:**

* This form is to assist you in preparing your application. **You must enter your responses into the online form.**
* When copying and pasting, there is often formatting issues that you will need to address in the online system. Please plan ahead to ensure you have time to make the necessary edits.
* It is strongly recommended to enter in your responses prior to the day the application is due and ensure you have all required documentation uploaded into the system.
* Character limits include spaces. If you have not checked on the character counts in Word, the online form might not check the character counts until you submit. If you are pasting the responses from Word into your online form and they are over the character limit, then you will not be able to submit until you check each response to make sure it is under the max character limit.

**Short Form Application**

Contents

[Organization Information 2](#_Toc82780695)

[Grant Information 5](#_Toc82780696)

[Application Narrative 6](#_Toc82780697)

[Grant Budget 7](#_Toc82780698)

[Deliverables 7](#_Toc82780699)

# Organization Information

**Organization** (auto entered to your organization)

**Location** (auto entered to your organizations location)

**Primary Contact:**The key contact for the administration of the grant. This person will receive all communications.
**Primary Signatory:** The person at your organization that **has the authority to sign contracts**. If your application is awarded, this contact will be listed on the contract and the contract will be sent to them electronically for signing. Grant award payments are not processed until a contract has been signed.  Please provide the correct information to expedite this process in the event your application is approved.

**Primary Contact**

**Primary Signatory**

Total Number of Employees

*Based on most current IRS 990.*

Annual Operating Budget

*Based on most current IRS 990.*

**Has this organization had any past policy advocacy related work with the American Heart Association and/or Voices for Healthy Kids.**

**Organizational Website:**

If your website is not listed, please update the information in your organization details.

**Does this application have a Fiscal Sponsor that is different than the applying organization?** Yes/No

**If Yes:**

Name

Tax ID

Street Address

City

State

Postal Code

Organization Email

Organization Website

Primary Contact Name

Primary Contact Email

**Lead Organization Board and Staff Diversity**

Voices for Healthy Kids believes that lived experiences are important qualifications in community led policy change work. We also acknowledge, currently and historically, that organizations led by people of color often face more barriers and receive less funding than white led organizations.  Addressing racial and health inequities is key to the Voices for Healthy Kids mission.  We believe that collecting and reporting data on racial and ethnic groups is an important initial step in addressing inequities. Voices for Healthy Kids is also working to increase funding to organizations and campaigns that have leadership that is American Indian/Alaska Native/Pacific Islander, Black/African American, Hispanic/Latino/a, or Asian American. We encourage our applicant organizations to collect and report data on racial and ethnic groups.  If you do not currently collect information about your own organization we encourage you to use these survey questions and this [resource guide](https://www.schusterman.org/sites/default/files/More%20than%20Numbers-%20A%20Guide%20Toward%20Diversity%2C%20Equity%20and%20Inclusion%20%28DEI%29%20in%20Data%20Collection.pdf).

The American Heart Association (AHA) has a true commitment to diversity, equity and inclusion, which we believe is integral to our mission and our values. As a part of our continuing efforts, we are providing applicants with the option to voluntarily provide self-identifying information. The following questions are strictly voluntary, meaning you may choose not to respond, and whether you respond or not will not affect your eligibility for granting, service on a committee, or any potential future employment-related decision. We are invested in the recruitment and retention of diverse applicants, grantees and volunteer committees and seek volunteers from diverse backgrounds, cultures, races/ethnicities and gender expressions. This information will help AHA to track the effectiveness of our volunteer recruiting efforts and ensure that we are furthering our diversity programs.

**Lead Organization Board**

Please indicate how you collect information about the demographic composition of the board of directors.

We survey the board of directors about their demographics.

We collect demographic information when a new member joins the board.

We don’t ask board members directly about demographic characteristics, but we know all of our members and can provide demographic characteristics.

We don’t collect demographic information or can’t report this information at this time.

We don’t wish to report this information.

\*If selected: We survey the board of directors about their demographics.

What year was your last survey conducted?

How many people are currently on your board?

Please indicate the number of board members that are representative of the following racial or ethnic groups (For members that are representative of more than one group, please select Multiracial/Multiethnic):

African American or Black

Asian or Asian American

Hispanic, Latino/a or Spanish Origin

Middle Eastern or North African

Native American or Alaska Native

Native Hawaiian or Pacific Islander

White (non-Hispanic)

Multiracial/ Multiethnic

Race or ethnicity not described by categories above

Does your board have lived experience that you would want Voices for Healthy Kids to know about?

**Lead Organization Staff**

Please indicate how you collect information about the demographic composition of the full-time staff.

We survey the staff about their demographics.

We collect demographic information when a new staff member is hired.

We don’t ask staff directly about demographic characteristics, but we know all of our staff and can provide demographic characteristics.

We don’t collect demographic information or can’t report this information at this time.

We don’t wish to report this information.

\*If selected: We survey the staff about their demographics.

What year was your last survey conducted?

How many people are currently full-time staff?

Please indicate the number of staff that are representative of the following racial or ethnic groups (For members that are representative of more than one group, please select Multiracial/Multiethnic):

African American or Black

Asian or Asian American

Hispanic, Latino/a or Spanish Origin

Middle Eastern or North African

Native American or Alaska Native

Native Hawaiian or Pacific Islander

White (non-Hispanic)

Multiracial/Multiethnic

Race or ethnicity not described by categories above

Please indicate the racial or ethnic group for the Leadership of your organization (CEO, Executive Director or other identified top leadership position of the organization)

African American or Black

Asian or Asian American

Hispanic, Latino/a or Spanish Origin

Middle Eastern or North African

Native American or Alaska Native

Native Hawaiian or Pacific Islander

White (non-Hispanic)

Multiracial/ Multiethnic

Race or ethnicity not described by categories above

Do not wish to report

Please indicate the racial or ethnic group for the Primary Staff lead for the IEE Workgroup:

African American or Black

Asian or Asian American

Hispanic, Latino/a or Spanish Origin

Middle Eastern or North African

Native American or Alaska Native

Native Hawaiian or Pacific Islander

White (non-Hispanic)

Multiracial/ Multiethnic

Race or ethnicity not described by categories above

Do not wish to report

To be hired

# Grant Information

Specific policy area the IEE Workgroup will address related to sugary drink reduction and water access. 1-2 sentence summary of your campaign.

**Geographic Focus**

*\*System component that must be selected. This feature works best in Chrome.*

Use the '+' to the right of Geographic Focus to open the geographic location selector. Use the search bar in the top of the pop-up to location your region. Highlight your region(s) in the left window and click the '>' to move it to the right. Once you have selected your region(s), click 'Save.'

Please be sure the Geographic Focus and the Jurisdiction match, please see the following examples.
State = World / North America / United States / South / South Atlantic / Florida
City = World / North America / United States / West / Mountain / Colorado / Denver

To add weights to the different locations you choose, click the pie-chart icon next to the '+' and assign percentages.

If this is for a tribal region and the geographic focus does not align, please select state name your organization is located.

What issue will this workgroup support?

Sugary drink counter-marketing

Community water access
Intersection of sugary drink/health hydration with policy issues
Other

# Application Narrative

Provide a brief description of the applicant organization, its mission, and current commitment to health equity:

***2500 Character Limit***

Please provide a description of the specific need this topic will address:

**3000 Character Limit**

* Include needs assessments and if available, data relating to the needs of the target population.
* What are critical questions the workgroup will explore?
* Will this work potentially lead to a recommendation for a new/changed/removed policy lever?
* How will the findings impact potential policy or policy campaigns?

Describe how you plan to convene and engage the workgroup?

**3000 Character Limit**

* Include how you plan to coordinate with Voices for Healthy Kids to identify workgroup participants.
* How the workgroup will ensure critical information sharing and collaboration.
* How will the workgroup ensure equity action is part of the work?
* How will the workgroup integrate research findings into the work?

Requests up to $30,000

Amount requested:

Do you have additional funding for this project?

Yes

No

# Upload Organizational Documents

Documents Needed to Submit your Application:

Application Documents:

* Tax Exempt form (i.e. 501©(3))

# Grant Announcement/News Release

Voices for Healthy Kids announces the list of awarded grantees following an application round. You may decline for any reason, particularly if you are concerned the announcement will negatively impact your workgroup.

A template news release, sample email newsletter blurb, talking points and social media graphics will be available in the IEE Onboarding section in the left-hand menu should you want to post about the announcement to your networks if funded.

Would you like your organization listed?

 Yes, please list my organization
 No, please do not list my organization

# Upload Application Documents