

Thank you for your interest in the NorthShore University HealthSystem Community Investment Fund.

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For any questions that are not covered here, please feel free to email us at community@northshore.org.

What is the purpose of the Community Investment Fund?

At NorthShore University HealthSystem (NorthShore), we believe that in order to truly care for the communities we serve, we must have clear understanding of community health needs and get involved in our communities. The Community Investment Fund is one of many ways in which we seek to engage with our communities and provide community-connected care.

In 2023, NorthShore plans to distribute up to \$4 million as grants to local partners to create or expand programming that promotes community health & wellbeing and economic security in ways that emphasize one of three community health needs informed by our Community Health Needs Assessment:

1. **Access to and coordination of healthcare**
2. **Access to behavioral health care**
3. **Prevention and management of chronic conditions and diseases**

What types of programs will qualify for funding?

Programs may support one or more of the categories/focus areas.

1. Access to and coordination of healthcare,
2. Access to behavioral health care, and
3. Prevention and management of chronic conditions and disease.

Within these areas, there is a lot of flexibility on how programs may support or impact these areas. For example, we are open and interested in hearing about programs that seek to mitigate:

- Root causes, such as creation of jobs with access to health insurance would address area #1
- Social determinants of health, such as a mobile health clinic (transportation) would also address area #1
- Direct causes, such as a program that provides behavior health services would address #2

Are programs that focus on violence prevention eligible?

Yes, violence prevention programs are welcome to apply as violence negatively impact the health and wellbeing of communities and individuals.

Who is eligible to apply?

Eligibility is restricted to organizations that are (or collaborations that involve):

- Not for profit organizations including:
 - Nonprofit charitable organizations that are classified as exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code
 - School districts

OR

- Certified:
 - BIPOC organization
 - Minority Business Enterprise (MBE)
 - Women-owned Business Enterprise
 - Tribal organization

Why are organizations limited to the above categories?

The fund is intended to support community-focused organizations and diverse owned business.

What may the funds be used for?

Funds may be used to support:

- Salaries
- Capital costs, including renovations
- Equipment or supplies

Can organizations use funds to hire new team members or bring in contractors or sub-contractors?

Funds may support salaries or people costs. We look to you, as experts in your fields, to identify the best way to engage the right skills and talents. This may include partnerships with other organizations or bringing on additional team members to your own organizations in different capacities.

Are local/regional/national organizations eligible to apply?

Organizations may be local, regional, or national in scope. More importantly, the project or program being supported by the requested funds should be focused primarily on the communities served by NorthShore University HealthSystem. A map is available on northshore.org/cif to provide a visual representation of the communities that we serve. See the question below for a list of zip codes of our service areas.

What are the geographic/community boundaries for programs to be eligible to apply?

The project or program being supported by the requested funds should be focused primarily on the communities served by NorthShore University HealthSystem. A map is available on northshore.org/cif to provide a visual representation of the communities that we serve. Below is a list of zip codes of our service areas:

- Service area zip codes for Evanston, Skokie, Glenbrook, and Highland Park hospitals, include:

60015	60065	60044	60030	60712
60022	60076	60064	60047	60714
60025	60077	60085	60048	60004
60026	60082	60087	60060	60005
60029	60091	60088	60061	60016
60035	60093	60625	60069	60056
60037	60201	60626	60073	60070
60040	60202	60640	60053	60089
60043	60203	60641	60631	60090
60045	60208	60659	60645	
60062	60031	60660	60646	

- Service area zip codes for Swedish hospital, include:

60613	60626	60641	60659
60618	60630	60645	60660
60625	60640	60646	60712

- Service area zip codes for Northwest Community hospital, include:

60004	60016	60061	60084	60172
60005	60018	60062	60089	60173
60007	60042	60067	60090	60192
60008	60047	60070	60107	60193
60010	60056	60073	60133	60194
60015	60060	60074	60169	60195

What funding amount can I apply for?

Prior Community Investment Fund awards range from \$116,000 to \$682,000. The funds requests should align with the goals and impacts of the proposed programs.

Can I apply for a multiyear award?

Single year proposals and multiple year proposals up to 3-years will be considered. In the case of multiyear grants, funding for years 2 and/or 3 will be contingent on impact and meaningful progress towards deliverables and goals. Similar to the funding amount, duration should align with the goals and impacts of the proposed programs.

Can I apply for funding to support an existing program?

Yes, the Community Investment Fund may be used to support or expand on an existing program and/or provide funding to start a new program.

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Yes, the Community Investment Fund may be used to support or expand on an existing program and/or provide funding to start a new program.

What types of metrics should be included? How detailed should the metrics be?

Metrics for program will vary be on the focus of the program and where the program is in its maturity. Metrics should be detailed enough that, quarter during and at the conclusion of the funding period, we can reflect on the degree of success of the program as well as opportunities to improve or adjust the program moving forward.

Metrics may be:

- Qualitative / Anecdotal – stories are metrics “with a face” and can and should be a part of the story of the success of any program
- Quantitative:
 - Process measures – captures the amount of something, for example:
 - Four new team members were hired and on-boarded
 - 200 additional customers served since the expansion of the program
 - Outcome measures – captures the impact of a services, such as: Costs of required emergency services reduced by 30% for those who participated in the program compared to the previous year

How will applications be evaluated?

We will evaluate all funding requests on the following criteria:

- Program Design & Service Delivery
 - Evidence of unmet community need, health or socioeconomic disparity provided, including scope, scale, and impacted population
 - Program is well aligned with the unmet need and purpose of the community investment fund
 - Target populations for services are primarily within the service area of NorthShore University HealthSystem
- Program Financing & Sustainability
 - Funding to support the project design is detailed
 - Project sustainability plan beyond the grant funds
- Program Impact and Measurement
 - Intended impact on the community, unmet need, and target population
 - Measurement that provides insight into impact and information that allows adjustments to improve the program design and population served
- Organizational Alignment & Capability
 - Program is consistent with mission and/or organizational goals
 - Evidence of capability of leadership and organization to successfully execute on the program, including financial viability

Is it possible that we would approve a partial funding request (i.e. issue an award that is only a portion of an organization's total request amount)?

Yes, there is space in the application to identify whether your organization or collaborative is open to partial funding. Please let us know whether your program is contingent on full funding. If you are open to partial funding, please describe how the proposed program would change if you were granted less than the full amount of requested funds.

When will fund recipients be announced?

Fund recipients will be notified in November 2022 and formally announced in January 2023.

When will funds be distributed?

Funds will be distributed quarterly with the first payment planned in January 2023. Alternate payment schedules may be determined based on specific program needs.

What are the expectations for recipients during the grant period?

- **Kick-Off** – Fund recipients are expected to participate in a kick-off program to celebrate, introduce recipients to each other, and discuss the grant period
- **Amplify Stories** – The NorthShore Marketing and Community Relations teams will partner with grant recipients to create a video and/or other messaging to amplify the program being supported by the Community Investment Fund
- **Direct partnership** – The NorthShore Office of Community Health Equity & Engagement will serve as a liaison with the fund recipients. Regular check-ins will allow NorthShore and the recipients to share progress, discuss challenges, identify ways to share knowledge and talent to magnify the impact of the programs. We welcome opportunities to invite NorthShore team members and/or other fund recipients to site visits.
- **Cohort partnership** – Fund recipients are expected to participate in cohort gatherings to create connections, learn, and share knowledge and best practice.
- **Reporting** – Fund recipients should plan to communicate progress on a quarterly basis during the direct partnership meetings.

What does partnership mean?

In order to advance the health and well-being of our communities, we recognize the need to partner with like-minded organizations. Together, we seek to work together beyond the funds themselves, for example:

- NorthShore may provide education or share clinical expertise with the partner organization
- NorthShore will partner with each organization to create a “Community Checkup” video to highlight the organization and program receiving the funding. This may be used to bring awareness to the organization and program, engage other funders, engage community or team members
- Organizations across the cohort may also find value in learning from the experience and programming of other organizations

What will be included in quarterly reporting?

In general, reporting should include:

- How is it going?
- What successes have you had?
- What challenges have you faced and how have you responded?

Reporting should reflect on the metrics that you have shared in your application. Depending on where you are in the program, the measures may differ. For example, initial reporting may focus on onboarding new team members and process metrics.

It may also include stories that reflect impact of your programs on individuals that your programs serve.

Will you consider funding a previous fund recipient, but for a different program?

We are currently *not* limiting previous recipients from applying for different programs. Our focus right now is on impact to community health & wellbeing and economic security in ways that emphasize one of three community health needs informed by our Community Health Needs Assessment:

1. Access to and coordination of healthcare
2. Access to behavioral health care
3. Prevention and management of chronic conditions and diseases

Will you consider funding an organization who already receives funds through other means from NorthShore?

Please contact us at community@northshore.org to share more specific information on your organization's existing relationship with NorthShore.

If my proposal is not selected to receive funding, is there opportunity to reach out to someone and ask follow up questions.

Yes, you are welcome to reach out to us at community@northshore.org.

If my proposal is not selected, am I eligible to reapply for the next cycle?

Yes, you are welcome to apply for grants in the future.

What is the application cycle?

- Applications Open: Monday, June 6th, 2022
- Applications Due: Sunday, July 31st, 2022
- Winners Notified: November 2022
- Funding Period Begins: January 2023

Who do we contact for questions?

Please email community@northshore.org with any questions that you have on the Community Investment Fund, application, grant period, or other topics.