



Illinois Children's
Healthcare Foundation

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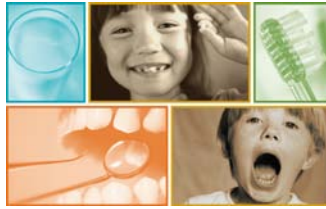
ILLINOIS CHILDREN'S HEALTHCARE FOUNDATION ORAL HEALTH INITIATIVE



2010 Request for Proposals

Building System Capacity – Expanding Access to Oral Health Services

Release Date: April 1, 2010
Proposals Due: June 4, 2010



**ILLINOIS CHILDREN'S HEALTHCARE FOUNDATION
2010 ORAL HEALTH REQUEST FOR PROPOSALS**

Building System Capacity – Expanding Access to Oral Health Services

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ABOUT ILLINOIS CHILDREN'S HEALTHCARE FOUNDATION

Illinois Children's Healthcare Foundation (ILCHF) is a statewide private foundation focused on serving all children in the State of Illinois.

The Foundation's Mission

ILCHF creates opportunities for and leads in the development of initiatives that improve the health of all children. The Foundation invests its resources in organizations that share in its values of collaboration and selfless commitment to this purpose.

The Foundation's History

ILCHF was created in December 2002 through an action of the State of Illinois Attorney General's Office. This established the Foundation, which was funded with an investment of approximately \$125 million. This was a result of a settlement with a group of Illinois insurance carriers.

In 2007, ILCHF announced its first major initiative in the area of oral health. More than \$20 million is committed over five years on efforts related to building the capacity of the safety net system, workforce development and public education and awareness. In September, 2009, ILCHF announced its second major initiative, the Children's Mental Health Initiative, *Building Systems of Care, Community by Community*.

Since the Foundation's inception through 2009, a total of more than \$36 million in grants has been invested in over 225 programs.

For additional information about ILCHF, please see www.ilchf.org.



ILCHF ORAL HEALTH INITIATIVE/GUIDING PRINCIPLES

Tooth decay remains one of the most common chronic infectious diseases among U.S. children – five times as common as asthma and seven times as common as hay fever. Recently released data for Illinois shows 55% of third graders have some tooth decay; 30% with significant decay. Among low income children, tooth decay is more prevalent: 64% of third graders in the free/reduced-price lunch program have tooth decay, compared with 46% of those not in the program. In response to statistics like these and others, Illinois Children's Healthcare Foundation launched a \$20 million, five-year initiative aimed at improving the health of vulnerable Illinois children by expanding their access to oral health services.

In 2007, The Foundation began investing in targeted efforts designed to increase the access children have to oral health services. These efforts can be grouped into three key strategies:

- Building and Strengthening the Capacity of the Oral Health Safety Net System
- Increasing the Oral Health Workforce/Workforce Development
- Oral Health Public Education/Awareness

ILCHF has outlined the following guiding principles for the Oral Health Initiative. To be funded under this RFP, organizations must commit to these principles:

- A commitment to the principal that all children in Illinois should have access to quality oral health services in their communities.
- A commitment to ensuring a culture of awareness exists throughout the state about the interconnection between oral health and overall health.
- A commitment to provide services within the concept of a "Dental Home" where services are ongoing and not simply episodic in nature and begin no later than age one. Services should include preventive, restorative as well emergency care. In addition, services should include information and education about proper care in accordance with accepted guidelines and referrals to other specialists when needed.
- A commitment to the collective improvement of oral health for children in Illinois – learning from others in the field.
- A commitment to the collection of data and to the achievement of successful outcomes (e.g. Increased number of children treated and completed treatment plans)
- A commitment to ensuring oral health services are operated under a sustainable business model.

Through 2009, the Foundation has invested over \$12.8 million in this Oral Health Initiative. These investments have made it possible for over 100,000 children throughout the State of Illinois to have access to quality oral health care.

FUNDING OPPORTUNITY

Illinois Children's Healthcare Foundation (ILCHF) announces a request for proposals for projects designed to increase access to oral health care by establishing new services or expanding existing services in a clinical settings or implementing a community oral health planning process.

Funded projects will be able to demonstrate through integrated evaluation, successful strategies for reaching and sustaining relationships with community children in need of oral health services. They must be able to demonstrate efficiency in delivery of services, and innovation, specifically in regard to addressing barriers created by geography, special needs, and/or race or ethnicity.

Specifically, funding under this RFP will be awarded through two pools:

- **Establishing New or Expanding Existing Oral Health Services.** Maximum amount to be awarded per grantee is up to \$300,000 for capital expenditures (e.g. architect fees, legal fees, construction/renovation costs and equipment purchases) and up to \$100,000 for start-up funding (e.g. dentist recruitment, oral health professionals, and supplies) for the first 6 months of services for a total of up to \$400,000 per grantee. The requirement for funding under this opportunity is construction/renovation must be completed before December 31, 2011 with services beginning no later than January 1, 2012.
- **Community Oral Health Planning Grants.** Maximum amount to be awarded per grantee is \$50,000. These grants will be for a period of 12 months. Priority will be given to those planning grants addressing specialty care/special needs services.

The final reporting requirement for each planning grant will include submission of the following:

- Strategic/Business Assessment of the Oral Health Needs in the Community including:
 - Executive Summary
 - Project Description
 - Project Objectives
 - Market & Environmental Analysis
 - Definition of Community being Served
 - Existing Service Capacity and Collaborative Relationships
 - Identified Gaps in Service
 - Strategy and Implementation Plan
 - Evaluation Plan
- Financial Model that Covers the Strategy & Implementation Plan that includes:
 - Analysis of Patient Mix and Visit Volume
 - Funding Streams
 - Expenses
 - Capital Needs
 - Narrative Describing the Details of the Model and Opportunities to Establish Sustainable Funding Sources.

FUNDING OPPORTUNITY, Continued

ILCHF does not fund:

- Partisan, political or denominational programs
- Intermediary funding agencies
- Grants to/for specific individuals
- Endowments
- General medical research
- Attempts to influence legislation, as prohibited by section 4945 of the Internal Revenue Code for private foundations

Grant Size/Funding Period:

The total commitment to *Establishing New or Expanding Existing Oral Health Services* is \$4,000,000 (maximum of \$400,000 per award). The timing of payouts will be based on meeting the following benchmarks:

Benchmark	Payout Maximum	Max Award
Signing of Grant Agreement	Up to 1/3 of Capital Expenditure Funds	\$100,000
Completion of Capital Project	Remaining Capital Expenditure Funds	\$200,000
Implementation of Services	1/2 of Start-up Funding	\$50,000
3 months after Services Implemented	Remaining 1/2 of Start-up Funding	\$50,000

The total commitment to *Community Oral Health Planning Grants* is \$200,000 (maximum of \$50,000 per award). The grant period will be October 1, 2010-September 30, 2011 with the full amount of the planning grant paid upon signing of the grant agreement.

WHO IS ELIGIBLE TO APPLY?

In general, your organization is eligible for ILCHF funding if it is a 501(c)(3) organization determined to be a public charity under section 509(a)(1), (2) or (3) of the Internal Revenue Code, or a governmental entity described in Code section 170(c)(1) or 511(a)(2)(B).

Specifically to this RFP:

- The applicant must be providing licensed, health services to children residing within the state of Illinois and must continue to provide oral health services during the term of the requested grant;
- The applicant must either also provide primary care services directly to children or have linkages to primary care services; and
- The applicant must have the ability to track specific indicators associated with achieving long-term outcomes.

Examples of eligible organizations include federally-qualified health centers (FQHC), FQHC look-alikes, school-based health centers, free clinics, public health department clinics, hospital clinics, and other community health centers.

CRITERIA FOR SELECTION

ILCHF will use the following criteria for selecting proposals for funding:

- The project must demonstrate a specific need in the community.
- The project must establish and/or enhance the capacity of the organization's ability to provide comprehensive oral health services to children in its community. Specifically, the project must demonstrate the ability to serve additional numbers of children.
- The project should be implemented in the context of a dental home.
- The project must emphasize the comprehensive coordination of health care to underserved children.
- The project must demonstrate innovation in outreach to underserved populations of children.
- Priority will be given to those organizations that provide primary care services either alone or through a formal arrangement with another primary care provider.
- The staff must demonstrate cultural competency, and has appropriate credentials/experience to provide the services.
- The costs of the project must be realistic and relate closely to the scope of the project.
- The project must demonstrate the ability to sustain the project after ILCHF funding ends.
- The project must demonstrate a commitment to data gathering and evaluation.
- Anticipated outputs and outcomes must align with overall goals of the Foundation's Oral Health Initiative.

Note: Funded organizations will or will continue to participate in the ILCHF Oral Health Grantee Network and work with ILCHF in providing data to help demonstrate the full impact of the Oral Health Initiative. A meeting of the Oral Health Grantee Network has been scheduled for October 18, 2010.

APPLICATION PROCESS

ILCHF utilizes an online application system. This on-line application can be found at:

<http://www.ilchf.org/ilchffunding/2010ilchfrfps.html>

Prior to beginning the online application process:

- Be sure you have read the open 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.

Required Documents to be submitted with application:

The online application will require all applicants to provide information on the project being proposed. In addition to the online application, all applicants must electronically submit:

- A copy of your *IRS letter of exemption* verifying your nonprofit status
- A copy of your organization's most recent *IRS Form 990 and AGIL –Form 990*
- A copy of your organization's most recent *Audited Financial Statements*
- A list of the members of your *Board of Directors* and their professional affiliations or most recent affiliation if retired
- The *project budget and narrative* (see APPENDIX A & B - electronic copies are on the website)
- If available, preliminary drawings of the proposed dental clinic and an estimate of construction and equipment costs.
- Completed Three (3) Year Strategic Plan and Financial Model (See APPENDIX C - electronic copy is on the website) - capital/start up grants only.
- *Logic Model and Indicators/Data Worksheet* for the proposed project – instructions and samples may be downloaded from our website.
- A signed *letter of support* for the project from the chair of your organization's Board of Directors
- A signed *letter of understanding* for the project from any organization/partner that is integral to the project (eg. letter from School District if facility will be physically located in a school based health center).
- *Letters of support from Collaborative Partners* including contact information – these letters should correspond to the answer you provided to the question about collaborative partners during the online application.
- The *Officer's Certification Form* signed by the CEO/President or Department Chair – this is a document that can be downloaded from our website.

RFP TIMETABLE

RFP's for this 2010 RFP, *Building System Capacity – Expanding Access to Oral Health Services*, will follow the timeline below:

April 1, 2010	2010 RFP formally released
June 4, 2010 (Noon)	Proposals due to ILCHF
By September 30, 2010	Awards announced

TECHNICAL ASSISTANCE/QUESTIONS

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

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