

**Bloomington-Edina-Richfield
Statewide Health Improvement Program
Mini-Grant Request for Proposals**

Frequently Asked Questions

1. Can I submit more than one proposal?

Yes.

2. Is this funding restricted to use from May 17, 2010 to December 31, 2010?

Yes. Proposals are due April 15, 2010.

3. What agencies/people are eligible to apply?

Any organizations that are located in or serve Bloomington, Edina, or Richfield are eligible to apply. Individuals are not eligible to apply. Proposals must be on behalf of an organization.

4. Is the deadline for proposals flexible?

No. Proposals must be received by mail or email by 4:30pm on April 15, 2010. Proposals received after this time will not be considered.

5. How will grants be selected?

Selections will be based on the criteria outlined in the guidelines:

- must serve the cities of Bloomington, Edina, and/or Richfield;
- must produce or support policy, system, or environmental (PSE) change;
- must focus on one or more of the four proposal areas (Communities, Schools, Worksites, or Healthcare);
- be in line with current SHIP efforts underway in Bloomington, Edina, or Richfield.

6. When will grants be announced?

Grants will be announced on May 17, 2010.

7. Will there be another chance to apply for this type of grant?

Yes. We will have another series of mini-grants during Year 2 of our SHIP grant, July 1, 2010 – June 30, 2011. Specifics of that grant cycle have not been determined. Applicants for this mini-grant can apply again during that cycle. We highly encourage organizations to take advantage of both opportunities.

8. Is there a page limit?

The narrative is limited to 3 pages with 12 point font, 1 inch margins, single-spaced. This is to be submitted with the completed budget form and organization information cover sheet (see application form)

9. How do I submit a proposal?

Complete the application and submit it electronically or by mail to:

Bloomington Public Health

Attn: Laurel Crewe Cibik

1900 W. Old Shakopee Road

Bloomington, MN 55431

ship@ci.bloomington.mn.us

10. What review scoring system will be used?

Items 1-6 on the application form will be reviewed and given the same weight.

11. Who can I contact if I have other questions?

For additional questions, you may also contact:

Laurel Crewe Cibik

Bloomington Public Health

ph. (952) 563-8936

ship@ci.bloomington.mn.us