

## SHIP Community Partner Funding Awards: Information Document

### What is SHIP?

The Statewide Health Improvement Partnership (SHIP) is a comprehensive health strategy coordinated across all of Minnesota's 87 counties and 10 tribal nations. SHIP intentionally invests in creating opportunities in partnership with communities that lead to equitable, healthy, and positive conditions that promote the health and well-being of all Minnesotans. SHIP supports community-driven solutions to expand opportunities for active living, access to healthy food, commercial tobacco-free living, and wellbeing.

In Olmsted County, the SHIP team has worked on healthy community initiatives for over a decade with partnerships that include worksites, schools, local organizations, healthcare entities, and childcare providers.

### SHIP Priorities

The Minnesota Department of Health established some specific requirements and priorities for SHIP statewide. These include four areas listed below working in the community, within health care, schools, and workplaces.

**MN EATS** increasing access to healthy food by strengthening connections to healthy and culturally appropriate local food.

**Examples:** Breastfeeding room at a workplace, a food pantry at school, community gardening initiatives.

**MN MOVES** improving access and opportunities for physical activity focusing on active transportation and safe routes to destinations.

**Examples:** Comprehensive Physical Education and recess in schools, cultural liaisons in parks, supporting transportation plans with bike racks to encourage active transportation to destinations, such as commuting to workplaces, school and parks, sharable sit-to-stand desks in a workplace.

**MN Commercial Tobacco-Free** creating commercial tobacco-free communities preventing initiation and products among youth and eliminating secondhand smoke disparities.

**Examples:** An alternative to suspension program at a school for vaping/e-cigarette use, commercial tobacco free worksites, Quit Partner referral programming, and smoke-free housing in multi-unit buildings.

**MN Wellbeing in Schools:** SHIP prioritizes well-being by encouraging projects that incorporate ways to create connectiveness, build resilience, use trauma informed principals, or improve mental health.

**Examples:** School projects may include creating calm space for students or training related to trauma informed principals or mindfulness in the classroom.

### Why focus on sustainable change?

SHIP has an emphasis on sustainability. This means projects funded by SHIP must be supported and maintained by the organization. Evidence shows that health behaviors improve when they are supported with strong Policies, Systems and Environments (*otherwise known as PSE Changes*) that recognize the benefits of health for a community.

For example, classroom lessons on nutrition would be enhanced if paired with a school garden (a physical change to the environment), a curriculum for teaching farm to school assigned to a specific grade (a system), and a procedure about the use of the garden (a policy).

SHIP is focused exclusively on funding sustainable, PSE projects; it is not able to fund one-time events or programs (for example: health fairs, water bottle challenges at work, community celebration event, etc.). If you have an idea, but aren't sure if it is a PSE change, SHIP staff are available to help!

Commented [JJ1]: MDH no longer supports using the language 'making the healthy choice the easy choice'

### Who is eligible for funding?

Entities within Olmsted County including community organizations, businesses, worksites, schools, government agencies, and/or healthcare providers. **Priority is given to entities that serve underrepresented communities who experience greater health disparities (for example: Black, Indigenous, and People of Color (BIPOC), LGBTQ+, rural community, disability community, lower income, 65+, those experiencing mental illness and/or substance use).**

Individuals are not eligible for funding.

### How to Apply

The application form can be found on the Olmsted County SHIP website which you can access here: <https://www.olmstedcounty.gov/government/county-departments/public-health-services/ship> (scroll down to the 2024 Community Partner Funding Award Application tab). The application is an online form. You may save your progress if you cannot complete the application all at once. The last day to submit applications is December 15 by midnight. All applicants will receive notification of application status by the end of January 2024. If you are awarded a grant, you will be notified regarding the next steps in the process. If the online application does not work well for you, there are other options to submit an application. If you prefer, you can request to submit a video recording or one-on-one interview with SHIP staff. If you plan to submit the application using a video or interview, please let the Olmsted County SHIP Team know at [OlmstedSHIP@olmstedcounty.gov](mailto:OlmstedSHIP@olmstedcounty.gov) with the subject line "SHIP Community Partner Funding Award Application".

### Criteria for selection:

The following will be taken into consideration when selecting projects for funding.

- **Sustainability:** projects that show a plan for continued support and maintenance
- **Equity:** Preference is given to projects that are from, led by or include meaningful participation of historically underrepresented communities and benefit the same.
- **Project reach:** benefiting a significant number of individuals

### What types of projects are funded by SHIP?

SHIP offers community funding awards for projects that will improve the health of the community by providing new opportunities related to physical activity, improved nutrition, commercial tobacco reduction and wellbeing.

Funded projects are generally for startup projects that will provide an ongoing, sustainable resource through the support of the award recipient.

SHIP does not cover one-time events, fundraisers, consumables (one time use, food for events, art supplies, clothing, etc.) or staff time. SHIP does not cover maintenance, or ongoing program costs. We are unable to fund items for individuals to keep such as t-shirts, bike helmets, sport jerseys, or prizes for giveaways. For a longer list of unallowable expenses, please see the "Unallowable SHIP Expenses" document on our website.

### How much funding is available for each project?

The average grant requests for SHIP projects is \$1,000 - \$3,000. SHIP can fund projects larger than \$3,000, however, any project above this amount is subject to additional approval by the Minnesota Department of Health.

### Reimbursement Grant Process

**This is a reimbursement grant\***. This means that partners will purchase grant supplies according to the agreed proposal first. Once documentation is submitted, SHIP will reimburse the organization for approved expenditures. Below is a general outline of the grant process once an application is approved for funding. Know that the SHIP staff are here to help guide you from start to finish!

1. Your SHIP staff representative will work with you to complete and sign a contract that outlines project agreements.
2. Once the contract is signed, you may begin to start your project and purchase any approved materials or supplies.
3. Track progress! Part of the requirement of the grant is to track data on your project to evaluate its success. For example, you might track the number of individuals served, or the amount of produce grown at a community garden. Your SHIP representative can help you identify what would be important measures to document.
4. Take pictures! Before and after photos are a great way to show your success. Provide updates and share your photos to your SHIP staff representative.
5. Share your work! Post about your project on social media or share with your audience about your great work and the support from SHIP.
6. Complete an end of year project interview with your SHIP staff and submit your invoice for reimbursement.

\*If the reimbursement process is prohibiting you from applying, please reach out to us at: [olmstedSHIP@olmstedcounty.gov](mailto:olmstedSHIP@olmstedcounty.gov)

#### In-Kind Requirement:

A partner match of 10 percent of the total funding award is required. This match may be in the form of monetary funding such as other grants or donations. In-kind match may also be non-cash such as staff time used to implement SHIP project, volunteer time, donated equipment, labor and maintenance.

#### Important dates

- Application Open: November 1, 2023
- Application close date: December 15, 2023 at midnight
- Award Announcement: January 31, 2024
- Project implementation timeline: February 2024 – October 2024

If you would like to stay informed of future funding availability through the SHIP grant, please email us at [olmstedSHIP@olmstedcounty.gov](mailto:olmstedSHIP@olmstedcounty.gov) with your name, organization, and contact information.

#### Do you still have questions?

Read the **Frequently Asked Questions** on our website. We will update this section regularly with answers to any new questions asked by potential partners.

If you would like to talk with someone about a question or project idea, please email us at [olmstedSHIP@olmstedcounty.gov](mailto:olmstedSHIP@olmstedcounty.gov)