



Michigan Department of Community Health Health Impact Assessment Request for Applications (RFA) 2012

Program Area:

Michigan Department of Community Health – Division of Environmental Health

Overview & Purpose:

The Michigan Climate and Health Adaptation Program (MICHAP), in collaboration with the Centers for Disease Control and Prevention (CDC), encourages the use of Health Impact Assessment (HIA) to help decision makers better assess proposed climate change policies, projects and programs with respect to their impact on population health, in order that they may avoid adverse health consequences and costs, and improve health. We are issuing this application for proposals to demonstrate the effectiveness of HIAs and promote their incorporation into local, state, tribal and federal decision-making.

This Request for Application (RFA) will fund local health departments that plan to undertake an HIA of a proposed climate change or sustainability-related policy, project or program currently or soon to be under active consideration by a decision-making body.

The funding for this project is from a grant awarded to the Environmental Health Division at the Michigan Department of Community Health from the CDC's Climate Ready States and Cities Initiative.

Total Awards:

Up to 2 demonstration projects will be awarded in this round of funding. Grant awards are for \$15,000 each and HIAs must be completed by September 30, 2012.

Eligibility & Selection Criteria:

Eligible organizations include: local public health agencies and city/county planning agencies that attended MDCH's Health Impact Assessment training on August 11th & 12th, in Roscommon, Michigan. City and county planning agencies interested in applying must do so in partnership with their local public health departments.

Selection will be based on the following:

Project Criteria:

- HIA will focus on a climate change/sustainability policy, program or project that is under active consideration by decision-makers.

- HIA will add value to the decision-making process by addressing health issues not already known or immediately obvious, by analyzing and clarifying complex health risks and health effects, by addressing potential impacts on vulnerable populations, or by generating health-based recommendations not yet considered.
- Proposed project adds to the HIA knowledge base in Michigan and the United States and is generalizable to other communities in Michigan.
- Proposal includes a strong plan for soliciting and responding to input from affected communities and key stakeholders, a communications strategy for informing and educating target audiences about the HIA project, results and recommendations, and a clear, effective strategy for implementing the recommendations.

Applicant Criteria:

- Adequate public health expertise, either within the applicant organization or through collaborative agreement with an appropriate individual or organization.
- Demonstrated credibility and commitment to an impartial science-based appraisal of the risks, benefits, tradeoffs and alternatives involved in the assessment.
- Demonstrated partnerships between the applicant organization(s) and other stakeholder agencies and organizations.

Resource Criteria:

- Resources, in-kind staff time contributed and available to the project.
- Anticipated training and technical assistance needs, whether general, specialized or both.
- Appropriateness of proposed budget and project time line.

Key Dates:

November 18, 2011, 2:00pm – 3:00pm, EST – Interested applicants are encouraged to join a general information teleconference hosted by MICHAP staff. Interested applicants will have an opportunity to ask questions during the calls. **Toll Free Dial in Number: 877-573-8018**
Access Code: 8282547

November 22, 2011 – Email notice of intent to apply to Dominic Smith at smithd82@michigan.gov

December 16, 2011 – Full applications must be submitted via email to Dominic Smith by 12:00pm EST. Confirmation of receipt will be emailed to applicants by December 19th.

January 17, 2011 – Award Notification

March 1, 2012 – September 30, 2012 – Award Cycle

Full Proposal Information

Project Narrative:

The project narrative is a written statement explaining the proposed HIA, the specific decision-making process it seeks to inform, and how it will make progress toward the objectives. The narrative will become part of the grant agreement and the basis for your bi-monthly reports to MDCH during the grant period. Applicants will be expected to provide a plan of action for each step of the HIA process; discuss the proposed approach to engaging stakeholders and decision makers; describe the strategies for communications and dissemination of the HIA findings and recommendations; and explain the roles of partner organizations. In addition, applicants are asked to:

- Provide information about their organization and partner organizations, and discuss why they are well-situated to do this work;
- Develop a set of proposed deliverables for each step of the HIA process with a timeline;
- Provide a staffing plan that reflects a realistic estimate of the time it will take to complete the steps of an HIA, manage the project and process, consult stakeholders, manage relationships and input from partners, complete a report, disseminate the results and recommendations, and effectively engage decision-makers.

Project Budget:

Applicants must submit a detailed budget narrative of project expenses that includes both dollar amounts and a description of what the amounts will be used for.

Supporting Documents:

Four letters of support, including one from a key stakeholder or community group.

**Michigan Department of Community Health
Health Impact Assessment Application
March – September 2012**

Local Health Department:

Total Funding: \$15,000

Name of Local Health Department Contact:

Address:

Telephone No.:

Email Address:

Key partners and their organizations for this application:

- 1.
- 2.
- 3.

Required Application Documents:

___ Yes, narrative included with application.

___ Yes, four letters of support are included with this email.

___ Yes, application is emailed to Dominic Smith at smithd82@michigan.gov by Friday, December 16, 2011 at 12:00pm, EST.

I agree to be responsible for managing the Health Impact Assessment grant awarded by the Michigan Department of Community Health.

Contact Signature: _____ Date: _____

Health Officer Signature: _____ Date: _____