

NATIONAL ORGANIZATION OF STATE OFFICES OF RURAL HEALTH



• 44648 Mound Road, #114 • Sterling Heights, MI 48314-1322 •
• Phone: 586-739-9940 • Fax: 586-739-9941 • Email: nosorhpd@comcast.net •

REQUEST FOR PROPOSAL: PARTNERSHIP CHAMPIONS FOR NOSORH PRIORITY AREAS

BACKGROUND:

NOSORH and its member State Offices of Rural Health (SORH) have an extensive history of collaboration with each other, the Office of Rural Health Policy, national partner organizations, state partners and community organizations. This collaboration has led to the proliferation of a multitude of programs and is a primary asset for addressing rural health issues and building the capacity of SORHs.

NOSORH's Cooperative Agreement with the Office of Rural Health Policy carries with it the responsibility to:

- facilitate partnerships and collaboration to address rural health
- assist in the development of state level leadership in the area of rural health.

To accomplish these objectives NOSORH calls for proposals from its members and potential partners for new partnerships or new partnership activities. SORH are called upon to promote and champion the development of partnerships at the regional and national level for State Offices of Rural Health. National and regional partner organizations are called upon to consider a partnership with SORH and NOSORH to address rural health issues. Small funded awards are available to seed these efforts.

Proposals for these awards may include initiatives to strategize more meaningful partnerships to address specific rural health issues, increase funding, education, issue definition, mentoring, leadership development or other services which are meaningful to the work of SORHs. NOSORH recognizes that some of the most meaningful collaboration includes joint projects such as answering simple research questions, developing toolkits for SORH and their partners, conducting environmental scans or tracking rural health issues, providing education, making presentations, convening meetings or summits of state or community constituents, information dissemination or collection activities and planning activities which result in collaborative action plans.

NOSORH prefers to fund requests for new partnership development or regional collaborative activities which will facilitate collaboration for its top seven priority areas:

- ✓ Expand the rural healthcare workforce;
- ✓ Offer accessible, quality health care to the uninsured;
- ✓ Reduce oral and behavioral health disparities in rural communities;
- ✓ Enhance the delivery of rural emergency medical services;
- ✓ Improve the status of small rural hospitals; and
- ✓ Invest in, and expand the reach of, health information technology.

The following organizations have been identified as potential partners for SORHs and NOSORH. Projects which include these key partners are preferred.

3R Net – National Rural Recruitment and Retention Network
AHECs – Area Health Education Centers
Agri-Safe
APHA – American Public Health Association
ASHTO – American Society of State and Territorial Health Officials
AACC – American Association of Community Colleges
NACHC – National Association of Community Health Centers
NAO – National AHEC Organization
NADO – National Association of Development Officials
NAC – National Association of Counties
NCFC – National Center for Frontier Communities
NCHN -National Cooperative of Health Networks Association
NCSL- National Conference of State Legislators
NARMH – National Association of Rural Mental Health
All NOSORH sponsors
NRHA – National Rural Health Association
Other SORHs and Associate Members
Private foundations
Rural Research Centers
Rural Health Works
SRHAs – State Rural Health Associations
Technical Assistance Service Center – Rural Health Resource Center
Federal agencies such as SAMHSA, USDA, AHRQ, US Veterans Health Care Administration etc...

NOSORH encourages State Offices of Rural Health to proactively plan for partnership activities at the regional or national level which have potential to further regional or national partnership. NOSORH is interested in funding activities which can result in collaborative work among SORHs and partners such as educating regional or national partners about rural health issues and the work of SORHs, building the knowledge base of SORHs and their partners on rural health issues, conducting mentoring sessions for SORHs and their partners, identification and development of policy issues, funding opportunities, task force support or model program planning.

NOSORH prefers to fund projects in which it can be directly involved. SORHs can propose NOSORH support for the project in addition to the funding request such as use of coordination of meetings, webinars services, conference call lines, survey resources, payments to partners and staff time.

AVAILABLE FUNDS:

A total of \$15,000 is available for all projects approved for these funds. NOSORH expects a maximum of three small awards of approximately \$5000 each. Use of funds is subject to all terms and conditions of the NOSORH ORHP Cooperative Agreement #U14RHO6357-03 and the availability of these funds. Should additional funds become available NOSORH may award additional contracts. Only short term projects which can be completed prior to August 30, 2010 should be proposed.

PROPOSAL SUBMISSION:

Proposals will be accepted from SORH or their proposed national partner, with SORH endorsement. Reimbursement of expenses may be directly requested by the partner organizations. SORHs and

partners should submit requests to NOSORH for use of these funds to collaborate with national or regional organizations, agencies, foundations, other groups or other SORH. NOSORH welcomes the opportunity for invitation to direct involvement in the partnership activity, from the NOSORH member.

Each proposal should be limited to no more than 5 pages, single-spaced including the cover page, budget form and timeline. Proposals should be formatted to respond to the review criteria as listed below.

Proposals must be submitted by email to dpanosorh@comcast.net and received no later **November 20, 2009**. A written copy of the signed, original proposal should be submitted to the following address:

NOSORH
44648 Mound Rd #114
Sterling Heights, MI 48314

REVIEW AND SELECTION OF PROPOSALS

10 points – Understanding of the issue- Proposals should provide documentation of the understanding of the need to address the rural health issue with a regional or national partnership.

20 points – Proposes a new partnership or partnership activity which addresses one of NOSORH's top seven priority areas with at least one of the key potential project partners.

20 points – Collaborative plan - SORHs shall provide a description of proposed activities the role and expertise of the key partners, the opportunities for collaboration with NOSORH and other SORHs.

20 points- Measurable, meaningful achievable benefit of the partnership activity– All proposed activities must support the CA goals as stated above. The project builds on SORH, NOSORH or ORHP initiatives and does not duplicate any existing initiative. Proposals should describe the expected timeline of activities impact on collaboration at the regional or national level.

20 points – Plan to inform or engage SORH, NOSORH or other partners regarding the project objectives and outcomes.

10 points - Reasonable budget – SORHs should propose a reasonable request for some portion of the total funding available. No funding to attend SORH required meetings will be supported. Funds shall not be used for supplanting any other federal or state supported activity. No catering services, food costs or advocacy will be funded. The attached budget format is required. Budget narrative should describe the rationale for all costs and the partners' contributions to the proposal.

AWARD, PAYMENT AND USE OF FUNDS

Decisions regarding successful proposals will be approved by NOSORH Executive Committee in cooperation with the Office of Rural Health Policy and/or any objective reviewers. Awards are expected to be made no later than January 1, 2010.

SORHs or their named partners are expected to invoice NOSORH for services performed at the time of, or after, the expense for the project. Some costs for administrative services which are directly related to the accomplishment of the proposed work may be allowed, however these costs should be limited to no more than 15% of total proposed cost. No indirect or overhead costs will be allowed. No funding will be allowed for food or direct lobbying. All funds must be expended and NOSORH must be invoiced prior to August 30, 2010.

SORH or partners may submit invoices to NOSORH at the above address as project work is completed. All payments are made within 30 days of receipt of a proper invoice.

SORHs or partners who submit successful proposals will receive an acceptance letter based on their proposal cover sheet. The SORH, or their designated partner may submit invoices (or NOSORH travel claims or check requests) for any portion of the approved budget upon completion of any phase of the work. All requests for payment shall be paid according to NOSORH financial policies and procedures.

Awarded or endorsing SORHs must ensure that all funds used for the project do not supplant any other existing federal resources.

REPORTING REQUIREMENTS

Mid-point and end of project reports are required. In addition the SORH may be requested to make a presentation to a NOSORH Board, Committee or Membership meeting in the interest of keeping NOSORH partners and members informed of all activities.

The mid point report (maximum 3 pages) shall report on progress to date and expended funds. SORHs will be asked to identify percent of project completed at mid point and percent of funds expended. Mid point reports will be due by May 31, 2010.

The final project report (maximum 5 pages) shall include a report of budget and program outcomes and shall be due no later than September 30, 2010. The end of project report will report on all progress, outcomes of the project, lessons learned and suggestions for future work on the priority area or partnership and documentation of expenses. All awarded projects shall provide a final presentation of results in the form of a PowerPoint presentation to be loaded on the NOSORH webpage.

**PROPOSAL FOR PARTNERSHIP CHAMPIONS FOR
NOSORH PRIORITY AREAS**

Proposal Title: _____

Applicant: _____

Address: _____

City, State, Zip: _____

Tax ID #: _____

Contact Person: _____

Phone Number: _____ Email: _____

SORH Endorsement if SORH not the applicant: _____
(Name of SORH Director endorsing application)

On behalf of the Applicant all conditions of the RFP are accepted.

Authorized Signature: _____

Print Name: _____

Title: _____

For NOSORH use upon award of project	
Proposal Accepted:	Date:
Name:	Title:
Total Amount Funded:	
Comments:	
Conditions of Award:	

PARTNERS:

For each partner designated to receive payment under this proposal list name, addresses, tax ID, contact information and amount to be received.

Partner Name/Address	Tax ID Number	Brief Role Description	Amount to be Funded

PROPOSAL BUDGET FORMAT: Please submit a proposal cost summary in the following format. A separate simple, budget justification should be provided in the narrative.

	Description	Amount	Partner (s)
Staffing			
Travel			
Supplies			
Other			
GRAND TOTAL			