



## **Obici Healthcare Foundation COVID-19 Response Fund for Counties and Cities Request for Proposals**

### **ABOUT OBICI HEALTHCARE FOUNDATION**

Obici Healthcare Foundation (OHF) is a private foundation established in 2006 from the sale of Louise Obici Memorial Hospital to Sentara Healthcare. Its mission is to improve the health status of the people living in its service area by responding to the medical needs of the indigent and uninsured and by supporting programs that prevent illness and disease. Based in Suffolk, Virginia, OHF serves the cities of Suffolk and Franklin; Isle of Wight County; Surry, Dendron and Elberon in Surry County; Waverly and Wakefield in Sussex County; Boykins, Courtland, Ivor, Newsoms and Sedley in Southampton County; and Gates County, North Carolina. The population is approximately 168,000.

### **OVERVIEW**

Due to the global health crisis, the Obici Healthcare Foundation wants to support the needs of the local community through a COVID-19 Response Fund of up to **\$750,000** for cities and counties in the service area. OHF supports community-driven solutions for improving the overall social determinants of health for all residents within its service area. It is our goal with this RFP to expand local capacity and address the many needs created by the pandemic.

OHF also recognizes the contribution of small businesses to the vibrancy of local communities. The novel coronavirus disease, COVID-19, has impacted small business operations resulting in unexpected shifts in service and loss in revenue. We know that small businesses are facing job loss, decreased accessibility to essential supplies and services, heightened vulnerability and social isolation, and economic distress.

The COVID-19 Response Fund addresses key areas of impact that the coronavirus crisis is having on the public and nonprofit sectors – both the organizations themselves as well as the services they provide in Western Tidewater. The key focus of the Fund is to support **Health and Safety of Cities/Counties**. Government Agencies are eligible to apply for this funding to support needs that have resulted from the current crisis. Applicants must meet the Foundation's eligibility requirements and must provide a program and budget justification for this emergency need.

**Funding** will address the needs of city/county municipalities serving the health and safety of individuals in the communities served by the Foundation. The level of funding to each city/county will be determined by population served and overall need of the area. Examples of priority needs include:

- A fund for small businesses with 50 or fewer employees at up to \$5,000 per establishment to assist with fixed cost expenses such as rent, utilities and some marketing.
- Purchase of medical supplies, medical safety equipment, screening, and diagnostic tools for COVID-19 testing in relationship to crisis only. **All purchases must align with a COVID-19 need.**
- Other general education and safety needs for organizations that have been impacted by COVID-19, resulting in an increased demand in services or a decrease in the capacity of the organization to deliver services. **(iPads, laptops, and computers will not be funded by the Foundation)**

## ELIGIBILITY, PROCESS, AND GRANT TERMS

Applicants must be a nonprofit organization classified as tax-exempt under Section 501(c)(3) of the Internal Revenue Code or a government agency. In addition, applicants must be located in or serve communities or populations residing in the Foundation's service area (in Virginia, the cities of Suffolk and Franklin; Isle of Wight County; Southampton County; Surry County and Sussex County; in North Carolina, Gates County).

Grant funding should align with project needs and should reflect the responsive nature of the grant to the COVID-19 crisis. **These funds are for one-year, one-time funding only. There will be no renewal grants under this request for proposals.**

### Pre-submission Consultation is Required

**All requests under this RFP require a pre-submission consultation to be eligible for funding.**

Due to the fluid nature of this crisis, the needs of those impacted may change. All applicants are **required** to schedule a call or a meeting with Annette Beuchler, President and CEO of the Foundation. Please contact Anna Roberts at 757-539-8810 or [aroberts@obicihcf.org](mailto:aroberts@obicihcf.org) to schedule a meeting.

### Timeline

This Request for Proposal will be available for two funding cycles. Applicants should become familiar with the dates associated with the cycle for which they are seeking funding. All proposals are due **on their "due date" by 2:00pm Eastern Standard Time.**

	Cycle 1	Cycle 2
Proposals due	July 24, 2020	September 25, 2020
Notification of Selection	August 26, 2020	October 28, 2020
Grant Start Date	September 1, 2020	November 1, 2020

Proposals will only be accepted using the Foundation's online [application](#) process only.

## Reporting Requirements

Each grantee will be required to complete a 6-month and 12-month grant report. Reporting requirements will be outlined in the contract and based on the project, with the intention of understanding overall impact of the funding.

## PROPOSAL REQUIREMENTS

All applicants (regardless of the funding opportunity being pursued) must submit the following information using 10-point Arial font with 1.5 line spacing.

1. [Cover page](#)
2. Proposal Narrative – see questions below (3-5 pages)
3. Applicant organizations 501(c)(3) or government entity exemption determination letter
4. Your organization's most current 990, annual audit or financial report
5. Budget Spreadsheet and Narrative (up to 2 pages)
  - a. A line item [budget](#) using the downloadable template.
  - b. A [budget narrative](#) identifying the budget and how you propose to use the funds

## PROPOSAL NARRATIVE QUESTIONS

- How is your organization supporting the community in this time of crisis?
- What has been your biggest success during this pandemic?
- What are your biggest challenges and needs to continue to be responsive during the pandemic?
- How do you propose to use the requested funds? If applicable, what process will you use to disperse the funds?
- What is your anticipated goal/impact?
- Which Foundation service area locale/localities will you serve with this funding?
- Please include a timeline for expending the funds.

## ADDITIONAL CONSIDERATIONS

The Foundation reserves the right to:

- Request additional information from any or all applicants
- Conduct discussions with applicants to ensure full understanding of, and responsiveness to, the application requirements
- Request modifications to a respondent's application prior to final award to ensure alignment of project elements with the core values, mission, and operating standards of the Foundation
- Reject any or all applications submitted

Funded organizations will be required to submit a signed contract and a board resolution that affirms commitment to the grant funded project by the board of directors.

CONTACT: For questions, please contact Annette Beuchler at 757-359-8810 or [abeuchler@obichcf.org](mailto:abeuchler@obichcf.org).