

La Porte County Health Department (LPCHD) is happy to announce funding opportunities to the community thanks to the Health First Indiana Funds. This funding allows the LPCHD to annually award contracts to an individual, employer, employer association, nonprofit organization, for-profit organization, institutions of higher education, health ministry, or any combination thereof for the purpose of providing core public health services to La Porte County residents. Financial assistance is allocated to protect and promote the health of all people in communities within the jurisdiction of the LPCHD to support identified gaps in core public health service delivery.

LPCHD is requesting applications and proposals that must include measurable and specific improvement in La Porte County in one (1) or more core public health services. The purpose of this request is to award a contract for the purpose of improving health outcomes and preventing or reducing the prevalence of the health issues related to the core public health services.

The LPCHD and the Indiana Department of Health have identified priority core public health service areas, key performance indicators (KPI) and measurable metrics for activities which include but are not limited to:

- Tobacco Prevention and Cessation
 - Implement tobacco prevention and cessation programs addressing adults.
- Maternal and Child Health
 - Implement tobacco prevention and cessation programs to reduce mothers smoking during pregnancy through incentivized programs, referrals to support programs, and coordination with cessation resources.
 - Improve birth outcomes through evidence-based programs such as safe sleep, breastfeeding, healthy eating, and physical activity.
 - Implement program to increase the percentage of women accessing prenatal care in the first trimester through prenatal coordination, resource referrals, education, and/or transportation assistance.
- Trauma and Injury Prevention
 - Educate and promote gun safety, substance abuse, suicide prevention.
 - Establish trauma and injury prevention initiatives.
 - Deliver harm reduction for substance abuse, peer recovery and rehabilitation services.
 - Implement and identify programs or activities for fall prevention and education.
- Immunizations
 - Vaccine clinics that meet the vaccination needs of the county and flexibility to meet the unique needs of all residents regardless of insurance status.
- Chronic Disease Prevention and Reduction
 - Services that prevent and reduce chronic diseases such as obesity, diabetes, cardiovascular disease, and cancer.

- Student Health
 - Implement comprehensive strategies to address substance abuse in schools.
 - Provide whole child health including physical, mental, and student health and well-being.
- Access to and Linkage to Clinical Care
 - Connect residents to clinical resources such as substance abuse use disorder, health screenings, infectious disease, and prenatal care.

This funding application process is open to all projects proposing to address gaps in core public health services in La Porte County. Applicants may identify one or more of the core public health service areas and may submit an application that combines two or more health areas to be funded. The application must include a spending plan/budget and an evaluation plan for the purpose of providing core public health services. The evaluation plan must have identifiable and measurable outcomes for the funding period. Funds must be spent by December 31, 2025. To remain eligible for funding the awardee must maintain compliance with the financial reports submitted to LPCHD as required during the funding period. Funding awarded cannot be used to supplant funding currently in place for these activities and must be used for its stated purpose.

Each proposal must include the following elements:

- ✓ **SMART** Objectives for describing the proposed project:
 - **Specific**-What exactly is going to be accomplished and for whom?
 - **Measurable**-Is it quantifiable and can it be measured?
 - **Attainable/Achievable**-Can the object be accomplished on the proposed time frame with the resources and support available?
 - **Relevant**-Will this objective influence the desired goal or strategy?
 - **Time**-When will the objective be accomplished?
- ✓ Identify the area and population served by the proposal to be delivered within the population served by the La Porte County Health Department.
- ✓ Evidence based programs to prevent or reduce the prevalence of health issues or improve the health and/or behavioral health of La Porte County residents.
- ✓ Description of how the proposal will address/impact gaps in core public health services.
- ✓ Identify measurable and specific improvement(s) in one or more of the core public health services within a defined cohort. The cohort may be defined by any health, demographic, or geographic criteria, or any combination of these.
- ✓ Time frame to achieve the proposed measurable improvement(s) incorporating the described potential funding award date below. The timeframe in which an initial proposed measurable improvement will be achieved may not be more than 2 years.
- ✓ Explanation of how the proposed activities will be sustained past the funding period.
- ✓ Overall budget summary of project expenditures and attach itemized breakdown with justifications.

Reporting Requirements

Awardees will be required to submit the following reporting elements:

2025 Awardees will be required to submit 3 reports during the funding year comprised by 3 standard reports and 1 final/annual report in accordance with the following timelines and on supplied templates provided by the LPCHD.

- 1st report due June 30th
- 2nd report due September 30th
- 3rd and final report due December 31st

A person awarded a contract shall report de-identified aggregate information concerning the implementation of the core public health service contract and metrics concerning the core public health services to the La Porte County Health Department as required by IC 16-20-1-12(e).

The required metrics for each of the reports for all awardees will contain information such as:

- What accomplishments occurred during the reporting period?
- De-aggregated demographic data (Numbers, Languages, Project focused sub-topic categories):
- Health barriers addressed by the project during the reporting period;
- Additional metrics defined by the project during the reporting period; and
- Outcomes of any activity related to the funded project/program
 - Provide any additional gaps or amendment needed to achieve improvement

Award Mechanism

Upon receiving the notification of award, the La Porte County Health Department will draft a contract reflective of the awarded total, key deadlines, allowable activities, and any relevant administrative reporting to be completed by the awardee. In accordance with Indiana law, all local health departments must post all contracts to the public for at least 30 days before they may enter into the final contract with an entity if the agreement is for the provision or administration of core public health services using the Health First Indiana Fund. LPCHD will post the contract on the La Porte County Health Department website. Once the required posting time has been completed and successful awardees are notified, they are expected to return a signed contract within seven (7) days of receipt.

Submission Requirements

In order to be considered for this competitive funding, a completed application must be submitted to the La Porte County Health Department no later than the Application Due Date (see application for applicable year), by 4:00 pm CST. Applications must be submitted to the LPCHD using the following email: healthfirst@laporteco.in.gov.

ALL sections of the application must be fully completed to be considered a viable application submission for consideration. Applications missing any section will not be reviewed. Application submission does not guarantee an award. In some cases, awards may be less than the requested amount.

Review Criteria

The following criteria will be used to review all submitted applications:

- I. Overview and applicant agency description
 - a. Demonstratable expertise and understanding of the funding purpose
 - b. Provide a clear describe a clear description of the agency and the proposed core public health service collaborative effort.
- II. Project Proposal
 - a. Clear purpose, scope, deliverables, and timeline of outcome evaluation;
 - b. Appropriate project scaling to population served within La Porte County Health Department area of responsibility;
 - c. Inclusion and description of partners;
 - d. Use of evidence-based programming;
 - e. Measurable, specific improvement in core public health service(s) on specified population; and
 - f. How project addresses service equity for underserved and underinsured populations.
- III. Sustainability Statement
- IV. Budget with core public health service justifications.

Eligible and complete applications will be evaluated for merit by the La Porte County Health Department staff in accordance with the review criteria stated above. Submissions that do not comply with the technical requirements set in the request for application and proposals or as otherwise explained herein are considered nonresponsive and will be rejected.

Additional Information

Awardee responsibilities:

The award recipient will have primary responsibility for the following:

- I. Accomplishing the objectives and completing the deliverables listed in the final contract agreement.
- II. Providing reports to the La Porte County Health Department as required in the final contract agreement.

La Porte County Responsibilities:

The La Porte County Health Department will have the primary responsibility for the following:

- I. Communicate with the awardee point of contact.
- II. Monitor the terms of the agreement.
- III. Dispense funding according to the terms of the contract agreement.
- IV. Provide technical assistance and guidance, as appropriate.
- V. Report as required to the Indiana Department of Health, La Porte County Council, and La Porte County Commissioners

PROJECTS/PROGRAMS/ITEMS WHICH WILL NOT/CANNOT BE FUNDED:

Funds may not be used for the following per the State of Indiana (this may not be an exhaustive list):

- Personal items
- Items not related to IC 16-46-10-3
- Alcoholic Beverages
- Duplicate Payments and Overpayments
- Capital expenses not permitted by IN 16-46-10-3(c), such as vehicles, motorized items, trailers, buildings/structures, renovations, etc.
- Scholarships
- Donations
- State or Federal Lobbying or any Political Activity
- Food/Beverages
- Any unallowable expenditure as determined by the Indiana State Board of Accounts
- Any expenditure not allowed by Indiana State Law
- Incentives (unless educational or a protective public health measure in nature and with prior approval by the La Porte County Health Department)
- Other activities or purchases deemed inappropriate by LPCHD

General questions regarding this RFA and application process may be sent to the following email:

healthfirst@laporteco.in.gov.

La Porte County Health Department reserves the rights to amend this guidance to provide additional information or correct errors.