Florida Blue Foundation
Frequently Asked Questions for Open Applications 2017-2018

Advance Innovation and Promote Solutions in the Health Care System Program
Improve Consumer Health Program
Improve Quality and Safety of Patient Care Program

Q: What is the deadline to submit applications?
A-1:   Advance Innovation and Promote Solutions in the Health Care System: Before 5:00 p.m. Eastern
         Time, Wednesday, August 9, 2017
A-2:   Improve Consumer Health: Before 5:00 p.m. Eastern Time, Thursday, August 31, 2017
A-3:   Improve Quality and Safety of Patient Care: Before 5:00 p.m. Eastern Time, Friday, September 1,
         2017

Q: When will applicants be notified of their status as approved or declined?
A-1:   Advance Innovation and Promote Solutions in the Health Care System: Between December 6
         and December 13, 2017
A-2:   Improve Consumer Health: December 7, 2017
A-3:   Improve Quality and Safety of Patient Care: December 8, 2017

Q: Do you fund 12-month applications?
A-1:   Advance Innovation and Promote Solutions in the Health Care System: No. We are seeking
         applications for two- and three-year grants.
A-2:   Improve Consumer Health: No. We are seeking applications for two- and three-year grants.
A-3:   Improve Quality and Safety of Patient Care: No. We are seeking applications for an 18-month
         planning/feasibility grant.

Q: How many applications do you expect to receive?
A: We do not have an estimate of how many applications we will receive. We will accept
         applications until 5:00 p.m. Eastern Time on the deadline dates noted in the question/answer
         above.

Q: How many applications will you fund?
A: We do not have an estimate of how many applications we will fund. The average amount of a
         grant is $80,000 to $100,000 per year for the Advance Innovation and Promote Solutions in the
         Health Care System Program and the Improve Consumer Health Program. The Improve Quality
         and Safety of Patient Care grant amount is up to a maximum of $250,000 for 18 months.

Q: What is the decision-making process of selecting applications for funding?

A: A review committee made up of internal and external individuals who are knowledgeable and/or experts in this funding area make recommendations to the Foundation. The Florida Blue Foundation Board has the final approval for all recommended applications.

Q: In the eligibility quiz, you ask questions about Supporting Organizations. Please clarify "Supporting Organizations."

A:

According to the IRS, a supporting organization is a charity that carries out its exempt purposes by supporting other exempt organizations, usually other public charities. A supporting organization is generally supervised by the supported organization, and can be Type I, Type II or Type II depending on the relationship it has with its supported organization(s).

A **Type I** supporting organization must be operated, supervised or controlled by its supported organization(s), typically by giving the supported organization(s) the power to regularly appoint or elect a majority of the directors or trustees of the supporting organization. The relationship between the supported organization(s) and the supporting organization is sometimes described as similar to a parent-subsidiary relationship.

A **Type II** supporting organization must be supervised or controlled in conjunction with its supported organization(s), typically by having a majority of the directors or trustees of the supported organization(s) serve as a majority of the trustees or directors of the supporting organization. The relationship between the supported organization(s) and the supporting organization is sometimes described as similar to a brother-sister relationship.

A **Type III** supporting organization must be operated in connection with one or more publicly supported organizations.

All supporting organizations must be responsive to the needs and demands of, and must constitute an integral part of or maintain significant involvement in, their supported organizations. Type I and Type II supporting organizations are deemed to accomplish these responsiveness and integral part requirements by virtue of their control relationships. However, a Type III supporting organization is not subject to the same level of control by its supported organization(s).

There is a link on the Foundation website to a detailed overview of supporting organizations or visit https://www.irs.gov/charities-non-profits/charitable-organizations/supporting-organizations-requirements-and-types.

Q: For the development of the logic model, does the Florida Blue Foundation want the logic model for just year one or for the life of the grant requested?

A: The project/program objectives and all other requested information in the Program Logic Model template should be written for the years requested.

Q: **If we propose a three-year program, are we required to submit three logic models, one for each year?**

A: No, the logic model is designed so that you can submit all years using the same logic model template and adding rows as you need to add activities/tasks/steps. At the top of the logic model, add the number of participants to be served by years.

Q: **Please explain capacity building and infrastructure.**
A: You may include in your application a need for updating organizational infrastructure and capacity building only if the organization can document in the proposal that these additions will enhance/increase the success of the proposed project. Here are a couple of examples:

EXAMPLE # 1: Under this proposed application, the Jones Organization is proposing to add an additional room/ or updates to the room to be able to serve 300 more patients/clients a day under this proposed project. Currently there is enough space available to serve 100 patients a day and there are no dollars available in the current organization budget to serve these additional patients.

EXAMPLE #2: Under this proposed project there is a need to conduct a total of four staff development workshops for new, existing staff and leadership to prepare and educate them on the expansion of the organization's mission to serve a more diverse population of patients to be served under this proposed project. These changes were approved at the organization board meeting on July 10, 2017 and so noted in the minutes.

Q: **Please clarify the eligibility requirement to have a five-year or longer track record in the field.**
A: The Foundation expects the requesting organization to be in operation for five or more years and the proposed project/program should include work that the organization has knowledge and experience/expertise in, and fits within the mission of the organization.

Q: **Can the proposed project be newly created, or can an existing program that is currently being used be proposed?**
A: The proposed project can be newly created or an existing program, but only if there is a body of work in the project/program that meets the criteria, can be evaluated, and fits within the mission of the organization.

Q: **Are indirect costs allowable?**
A: Indirect costs are <u>not</u> allowable under these programs. Indirect costs are defined as costs for administration and facilities, such as:
- Building costs
- Insurance
- Utilities
- Trash pickup, professional cleaning, etc.

Q: What population do I need to describe?
A: You will have the opportunity in the Program Logic Model to describe both the population(s) you serve as an organization and the target population(s) you plan to serve in your community specifically under this grant.

Q: For these programs, how does the Foundation define demographics?
A: For the purposes of these programs, the Foundation defines demographics as the statistical data relating to the human population and particular groups within it (gender, age, ethnicity, income, insurance status, etc.).

Q: Is there a limit to the number of collaborations and partnerships?
A: There is no limit to the number of collaborations and partnerships.

Q: What format do you require for the letter(s) of agreement/memorandum(s) of understanding with partners and collaborators?
A: We do not have a preferred format for the letter(s) of agreement or memorandum(s) of understanding between partners and collaborators.

Q: How many applications per organization can be submitted?
A-1:   Advance Innovation and Promote Solutions in the Health Care System: We will accept one application per organization for this program.
A-2:   Improve Consumer Health: There are two Funding Areas. We will accept one application per Funding Area, for a maximum of two from an organization, as long as there is only one application per Funding Area.
A-3:   Improve Quality and Safety of Patient Care: We will accept one application per organization for this program.

Q: May we submit an application if we are a current Florida Blue Foundation grantee?
A: Yes, you may, if the program/project fits within the guidelines.

Q: In the budget, you request project revenues from all sources. In some cases, project revenues are blended into an organization's revenues. Do you want the organization revenues or only the project revenues?
A: Please provide information only for the funds designated to the proposed project, not the organization's total revenues.

Q: May I also apply for grants in other Foundation programs?
A: Yes, you may apply for other Foundation grants for which you think you are qualified.

Q: **We are not required to have an audit. What can we provide instead of an Audited Financial Statement?**

A: If your organization cannot afford a financial audit, please provide a financial review that shows all of the funds currently in the organization. The financial review is signed by either the organization's financial officer or the chair of the board.

Q: **When will the grants become effective?**

A-1: As soon as the grant agreements are fully executed in December 2017. In most instances, operations will begin in January 2018.

Q: **I cannot register online or my organization Tax ID number is not recognized.**

A: If you are having trouble registering or cannot find your organization, please click on "Contact Us" located in the blue box at the top of the page and provide the organization name, address and tax ID number. We will contact you instructions on how to proceed.

Q: **What is the Florida Solicitation of Contributions Certificate?**

A: The Florida Department of Agriculture and Consumer Services requires this certification for nonprofits seeking to solicit funds in the state of Florida. It is renewable yearly. We request that you upload the current certificate that is less than one year old.

Q: **In the Improve Consumer Health program, Funding Area #1, would a program that teaches medical students and medical personnel about the topics in the Funding Area be eligible to apply.**

A: The intent of this program is to provide direct services that address education, awareness and prevention that benefit the public at large, and not train medical students and medical personnel.

Q: **In the Improve Consumer Health program, Funding Area #2, can costs for stipends to attend training and food be included?**

A: It depends on what is proposed. We would need to see the total program/project plan.

Q: **Can we include salaries/benefits to bring on a person to run the program?**

A: It depends on what is proposed and the role of the person as it relates to the proposed program/project. We would need to see the total program/project plan.