



# Increase the Reach

Grant Initiative Request for Proposals

2022

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Wichita State University Community Engagement Institute  
Funded by Kansas Department of Health and Environment

# Increase the Reach Grant Initiative

## 2022 Request for Proposals

### OVERVIEW:

This grant opportunity is open to community-based organizations working to improve health equity in all communities of Kansas. Projects will develop and expand access to vaccines and increase vaccine acceptance among those who are unvaccinated. Plans should address COVID-19 vaccine but may also include routine lifespan vaccines (e.g., MMR, polio, influenza, pneumonia).

Emphasis must be placed on populations and geographic areas identified as socially vulnerable with low vaccination rates. Individuals may be from high-risk and underserved populations, including racial and ethnic minority populations and rural communities.

Applicants must have documented success in reaching vulnerable populations. Organizations may be direct service providers such as Federally Qualified Health Centers (FQHCs), safety net clinics and other state funded community clinics. Community-based organizations are also encouraged to apply. Local Health Departments are not eligible and instead encouraged to apply to the Immunization Action Program funding from Kansas Department of Health and Environment (KDHE).

Awards are expected to range from \$50,000 to \$250,000 awarded on the merit of the application with a 10% cap on administrative fees. Applications for smaller [scale](#) grant projects are considered with a minimum grant award of \$10,000.

Applications will be considered for projects which address one or more of the following:

- ✓ Increase COVID-19 vaccination capacity across the jurisdiction, including among high-risk underserved populations.
- ✓ Ensure high-quality and safe administration of COVID-19 vaccines.
- ✓ Ensure equitable distribution and administration of COVID-19 vaccines.
- ✓ Increase vaccine confidence through education, outreach, and partnerships.
- ✓ Develop and implement community engagement strategies to promote COVID-19 vaccination efforts.
- ✓ Use immunization information systems to support efficient COVID-19 vaccination.

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## BACKGROUND

The FY 2021 Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (P.L. 116-260) includes supplemental funding for coronavirus vaccine activities to support broad-based distribution, access, and vaccine coverage. Kansas Department of Health and Environment has contracted with Wichita State University Community Engagement Institute to serve as the administrator for a portion of the funds received from the Act. Funds included in this contract are directed to community-based activities by nonprofit organizations focusing on improving health equity for Kansans.

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## PURPOSE

As of February 4, 2022, 61% of Kansas have been vaccinated with one dose of the COVID-19 Vaccine Series and 52.9% have completed the COVID-19 Vaccine Series (<https://www.kansasvaccine.gov/158/Data>). The purpose of this grant proposal should be to develop and expand access to vaccines and increase vaccine acceptance among those who are unvaccinated, specifically those that are from socially vulnerable populations ([Social vulnerability index map](#)).

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## ELIGIBLE POPULATIONS

1. High-risk populations: older adults, individuals in congregate settings (e.g. correctional facilities, shelters, etc.), homeless populations, frontline essential workers
2. Socially vulnerable populations: residents of census tract with a high social vulnerability index (SVI) ranking [Social vulnerability index map](#)
3. Underserved populations: rural communities, racial and ethnic minority groups, people with disabilities, low coverage
4. Critical organizations: include but are not limited to - colleges and universities, occupational health settings for large employers, churches or religious institutions, federally qualified health centers (FQHCs) including community health centers (CHCs), pharmacies, long-term care facilities (LTCFs) including independent living facilities, assisted living centers and nursing homes, organizations and businesses that employ critical workforce, first responder organizations, and non-traditional providers and locations that serve high-risk populations
5. Vaccine hesitant: vaccine hesitancy refers to delay in acceptance or refusal of vaccination despite availability of vaccination services. Vaccine hesitancy is complex and context specific, varying across time, place and vaccines. It is influenced by factors such as complacency, convenience and confidence. (This description may be qualitative, but you may also use estimates available here [Map of vaccine hesitancy for COVID-19](#))
6. Low vaccination rate: populations where the rate of people  $\geq 12$  years of age with a completed vaccine series is lower than the average for Kansas. [Map of county vaccination rates](#)



## PROJECT ACTION AREAS

Develop and implement a plan to expand access to vaccines and increase vaccine acceptance in those unvaccinated. The plan should prioritize expanding access through evening and weekend access points for vaccine. The plan should address COVID-19 vaccine and may also address routine lifespan vaccines.



Recipients are required to complete one or more of the following activities; however, additional activities may be submitted as appropriate:

- ✓ Increase COVID-19 vaccination capacity across the community, including among high-risk underserved populations.
- ✓ Ensure high-quality and safe administration of COVID-19 vaccines.
- ✓ Ensure equitable distribution and administration of COVID-19 vaccines.
- ✓ Increase vaccine confidence through education, outreach, and partnerships.
- ✓ Develop and implement community engagement strategies to promote COVID-19 vaccination efforts.
- ✓ Use immunization information systems to support efficient COVID-19 vaccination.

For a full list of the available activities, please visit [www.increasethereach.com/apply](http://www.increasethereach.com/apply).

Examples of activities include but are not limited to:

Increase office hours (evenings, overnights, weekends)	Recruit and train diverse public health workforce	Schedule vaccine strike teams or travel to population in need
Respond to issues and ensure training as needed for new products	Make sure vaccine sites have ability to address adverse events, including anaphylaxis.	Promoting school-based immunization clinics.
Monitor vaccination coverage among populations with low coverage.	Improve access to vaccinations in communities of high social vulnerability	Have a written plan to address high-risk and specific populations.
Partner and plan activities with organizations and businesses.	Enhance/amplify messaging to promote COVID-19 vaccination (including translation).	Provide local education campaigns and approaches to adapting CDC materials.
Address possible vaccine misinformation and increase vaccine confidence.	Promote COVID-19 and other vaccinations to increase confidence in racial and ethnic minority groups.	Identify trusted voices to promote vaccination and have conversations in communities with vaccine hesitancy.
Promote and implement email and text messaging reminder/recall activities	Ensure timely and accurate reporting of vaccine administration, demographic, and other data.	Report adverse events into VAERS.



## APPLICANT ELIGIBILITY

- ✓ Applicants must have documented success in reaching vulnerable populations:
  - Federally Qualified Health Centers (FQHCs), safety net clinics and other state funded community clinics.
  - Community-based organizations
  - Other organizations with documented success in reaching vulnerable populations.
- ✓ Eligible organizations are Kansas nonprofits classified as one or more of the following:
  - Tax-exempt under Section 501(c)3 of the Internal Revenue Code sub-sections 509(a)1 or 509(a)(2)
  - Government entity with Federal Employer Identification number
  - A religious organization or congregation, including churches, synagogues, mosques, and temples with Group Ruling Letter
- ✓ To satisfy federal funding requirements, applicants are required to have a DUNS Number.
- ✓ Organizations that do not meet this eligibility criteria may work with an eligible fiscal sponsor. The eligible fiscal sponsor would be the applicant for funding.
- ✓ Local Health Departments are not eligible for this grant as they are funded to do similar work through Immunization Action Plans.

## ALLOWABLE EXPENSES

Funding is designed to support:

- ✓ **New effort(s)**, referring to a *new* project, initiative, or other work in which the organization has not previously engaged.
- ✓ **Expansion effort(s)**, where the organization has identified a sustainable way to serve new populations or additional geographic areas, for example, through a previously established program or initiative.



Eligible expenses may include, but are not limited to:

- 1) Salary and Fringe Benefits
- 2) Consumable supplies for vaccinations (gloves, syringes, Band-aids, etc.)
- 3) Consumable supplies for education events (printed materials, imprinted items)
- 4) Mileage expense to clinic locations (up to U.S. reimbursement rate)
- 5) Contracted services
- 6) Contracted staffing (vaccine administration staff, data entry staff, etc.)
- 7) Leased or rented vehicles
- 8) Administrative Expense – Maximum 10%

Funding is **NOT** available for the following requests:

- ✓ Vaccine
- ✓ Food and drinks
- ✓ Monetary and/or gift card incentives
- ✓ Purchased Vehicles
- ✓ Medical research
- ✓ Contributions to capital campaigns
- ✓ Operating deficits or retirement of debt
- ✓ Construction projects, real estate acquisitions
- ✓ Endowments
- ✓ Grants to individuals
- ✓ Annual fund drives
- ✓ Fundraising events
- ✓ Lobbying as defined by the U.S. Internal Revenue Code (IRC), section 4945 (d)(1)
- ✓ Candidate endorsements



NOTE:

- ✓ Grants are not intended to support ongoing or routine programming or efforts.
- ✓ Grant funds should not supplant administrative fees charged for service delivery.
- ✓ Matching grant funds are not required.

#### FUNDING AVAILABLE

Awards are expected to range from \$50,000 to \$250,000 with a grant term ending on or before December 31, 2023. Applications for smaller grant projects are considered for amounts between \$10,000 and \$49,999 with a maximum project term of one year. The minimum grant period is six months. Administrative expenses are limited to 10% maximum of the total grant award. Applications will be accepted on an ongoing basis until funding is expended. **All activities must be completed by December 31, 2023.**

#### REPORTING

Quarterly reporting of performance measures will be required for all activities. Performance measures vary based on grant activity and can be found in the application form.

When you complete the application form, you will be asked to consider the following questions for each activity in your proposed workplan:

1. What resources do you have in order to collect and report the required performance measures for this activity?
2. What resources do you need in order to collect and report the required performance measures for this activity?



## APPLICATION PROCESS and TIMELINE

Applications may be submitted via the link on [www.increasethereach.com](http://www.increasethereach.com) or mailed to the following address. Handwritten applications will not be accepted.

Wichita State University  
Community Engagement Institute  
1845 Fairmount, Campus Box 201  
Wichita, KS 67260-0201

Applications will be accepted until all funds are expended. Applications will be considered in the order in which they are received.

Applications with unallowable expenses will not be considered. Unsuccessful applications may be revised and resubmitted contingent upon the availability of funds. Applicants may apply more than once but may not have two active grant programs running concurrently.

## REVIEW CONSIDERATIONS

Strong applications will clearly detail the following points.

- ✓ Population Served: The population(s) served clearly represent one or more of the populations outlined in the Request for Proposals. Some consideration will be given to applications that serve populations not already served by existing awardees. ([www.increasethereach.com/awards](http://www.increasethereach.com/awards))
- ✓ Reach: The applicant has documented history of success reaching the population to be served.
- ✓ Proposed Activities: The project activities contribute to the stated Action Areas in the Request for Proposals and are likely to improve health equity.
- ✓ Budget: The budget narrative justifies and clearly describes program costs.



## AWARDS

Awards are made contingent upon the availability of funds. Payments are issued on a quarterly advance basis for the term of the grant award.

Successful applicants will need to complete all paperwork required for uniform guidance for federal funding (Certification of Disbarment, Verification of Audit Certification, Verification of Fiscal Responsibility). Funds are released after the university completes the contracting process.

## COMPLIANCE REQUIREMENTS

All award recipients must comply with the Increase the Reach program requirements and related federal award guidance. Recipients must comply with the applicable provisions of the Federal Office of Management and Budget's Uniform Guidance for Federal Awards, 2 CFR Part 200, which includes maintaining appropriate programmatic and financial records. Increase the Reach funds must be

tracked and accounted for separate from an organization's general operating funds. Please contact [itrsupport@wichita.edu](mailto:itrsupport@wichita.edu) with any questions.

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#### TERMINATION

WSU CEI serves as the administrator of this grant opportunity and carries out those functions in a contractual relationship with KDHE. Extension of grant awards through this Request for Proposals is contingent upon the availability of funds from KDHE.

KDHE will monitor the performance of WSU CEI against the terms outlined in the contract. WSU CEI shall provide KDHE with all necessary reports as required by the contract to allow for the effective administration and review of project progress.

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#### QUESTIONS

We encourage applicants to review the Frequently Asked Questions page at [www.increasethereach.com](http://www.increasethereach.com). Additional questions may be directed to [itrsupport@wichita.edu](mailto:itrsupport@wichita.edu). Requests for phone consultation should be requested via email to [itrsupport@wichita.edu](mailto:itrsupport@wichita.edu).



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