



Improving the state of  
New York's health

February 2023

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# Request for Proposals

**Deadline:**  
*Applications accepted on a rolling basis.*

## Sponsoring Conference Participation in Support of Healthy Food, Healthy Lives

Applicants must submit an online proposal. The online application and instructions are posted in the [Apply for Funding section](#) of the NYHealth website. Completed applications will be accepted on a rolling basis.

### I. About the Foundation

The New York Health Foundation (NYHealth) has a broad mission to improve the health of New York State residents, especially the most vulnerable. To achieve meaningful impact, the Foundation makes grants, informs health care policy and practice, and spreads effective programs that work to improve New York's health system. Most of the Foundation's grantmaking is focused on three priority areas: connecting New Yorkers with the food they need to thrive, empowering health care consumers, and meeting the needs of returning veterans and their families.

### II. Background

In a state as large as New York, a steady stream of smart, innovative work is coming from NYHealth grantees and non-grantees alike that is relevant to NYHealth's [Healthy Food, Healthy Lives](#) program area. These organizations should be elevating their work and informing key stakeholders at regional, statewide, and national conferences, meetings, and other convenings, both in person and online. Yet, because of a lack of time and resources, they often are unable to do so. Valuable lessons learned do not get disseminated. Abstracts do not get written. Conferences go unattended.

As a statewide health foundation in New York, NYHealth is playing a leadership role in building the field of leaders and changemakers working to connect New Yorkers with the food they need to thrive, empower health care consumers, and improve veterans' health in New York State. With this investment, NYHealth will support these changemakers in making the most of professional opportunities from which they can learn, grow, share, and advance their work. Through this Request for Proposals (RFP), NYHealth will sponsor community-based organizations, health departments, and other low-resource organizations to attend and present at local, State, and national conferences related to these areas. By sponsoring conference attendance, we hope not only to support those already engaged in these efforts

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but also to encourage new actors to enter the field. We welcome applicants who will use conference attendance to help build networks, inform thinking, shape projects, raise professional awareness, set the stage for future work, or build the field as related to NYHealth's interest in connecting New Yorkers to healthy food, empowering health care consumers, and improving veterans' health.

### III. Eligibility and Project Guidelines

- Eligible applicants include health departments, government agencies, community-based organizations, nonprofits, and other low-resource organizations. Applicants must be affiliated or employed through one of those organizations. For-profit organizations are not eligible for funding;
- Eligible applicants do not have to be past or current grantees of NYHealth;
- Eligible applicants must be located in New York State;
- Conferences may be at the regional, State, or national level, but conferences located outside of the United States will not be considered;
- NYHealth will accept applications on a rolling basis. Scholarships of up to \$2,000 per person will be available for up to 2 attendees at each organization (a maximum of \$4,000). Scholarship funding will be used to cover the costs of registration fees, travel and lodging, and incidentals for attendees while at the conference. Indirect costs will not be considered; and
- Applicants will be eligible for a one-time, nonrenewable award in this area. Funding from this award may not be used to cover conference or other related travel expenses that are already being supported through another funding source.

### IV. Review Criteria

NYHealth will consider the following factors in selecting proposals most qualified to receive funding:

- Applicant's description of how the conference subject matter, sessions, or speakers relate to NYHealth's work in connecting New Yorkers with the food they need to thrive, empowering health care consumers, or meeting the needs of returning veterans and their families;
- Applicant's description of how conference attendance for the organization may shape current work, raise professional awareness, set the stage for future work, or build the field;

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- Proposals must include the conference agenda, sessions, and speakers, as well as a detailed description of the conference's relevance to the organization's work;
- If applicable, applications should include any conference-related abstracts that have been submitted by the organization to the conference sponsor; and
- Applicants must demonstrate why the specific conference is cost-prohibitive to their organizations and why NYHealth funding is needed.

## V. Application Process

Applications will be accepted on a rolling basis. Applicants must complete and submit an online application, which is available along with the application instructions in the [Apply for Funding section](#) of the NYHealth website. All applicants will be notified about the outcome of their applications within three weeks of online submission. Funds are not retroactive and will not be approved for past conferences or events attended. Funds for approved applications will be distributed only when a conference registration opens and not before. Scholarships will be available until funds run out. **Applications must be submitted a minimum of six weeks before the conference start date to be considered for funding.** Applications received within six weeks of the conference start date will **not** be considered.

Grantees of these scholarships will be required to submit a one-page final report detailing their participation in and lessons learned from the conference, expected no later than two weeks after the conference.

Programmatic questions should be addressed to Senior Program Assistant Liz Ward at [ward@nyhealthfoundation.org](mailto:ward@nyhealthfoundation.org).

Technical questions regarding the online application process should be e-mailed to the Grants Management department at [gm@nyhealthfoundation.org](mailto:gm@nyhealthfoundation.org).

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