

# CHRISTUS Community Impact Fund

2025-2026 Application Process

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# Introduction

**CHRISTUS Health** has a long history of caring for those in need. In keeping with our mission to extend the healing of Jesus Christ, we invest in long-term, transformative and sustainable strategies that respond to the expressed needs of our communities.

The **CHRISTUS Community Impact Fund**, the grant-making arm of CHRISTUS Health, was launched in January 2011 with the purpose of supporting initiatives led by non-profit community agencies, collaborative or coalitions that improve the health and well-being of our communities by addressing community needs or the social and environmental conditions that affect overall health.

## The opportunity

Through this 2025-2026 Application, CHRISTUS Health invites your organization or collaborative to apply and use upstream approaches to address our Ministry's chosen priority topics within one of two pillars:

**Advance Health & Wellbeing:** Health education, prevention and wellness programs or initiatives that address community needs and opportunities that are aligned with a CHRISTUS Health Ministry's Community Health Needs Assessment or Community Health Implementation Plan priority area or a system-wide priority initiative.

- |                       |                              |
|-----------------------|------------------------------|
| a) Chronic Conditions | b) Mental Health & Wellbeing |
| • Heart Disease       | • Mental Health              |
| • Diabetes            | • Substance Use Disorder     |
| • Obesity             |                              |
| • Cancer              |                              |

**Community Transformation & Collaboration:** Programs or initiatives that foster collective partnerships between non-profit organizations and social services to address critical social determinants of health within our communities. Areas of focus can include:

- |                                   |                               |
|-----------------------------------|-------------------------------|
| a) Healthy Food Access            | c) Education                  |
| b) Reducing Smoking and/or Vaping | d) Environmental Stewardship* |
| c) Safe Housing                   |                               |

### ***Additional Information about Environmental Stewardship\****

Programs associated to Environmental Stewardship should address environmental pollutants that adversely impact the physical and mental health of the under resourced and vulnerable communities that we serve and improve the social determinants of health. The programs must align with advocacy, awareness and research related to environmental stewardship.

Examples of Environmental Stewardship:

- Advocacy for climate change, energy efficiency and waste management.
- Awareness and education of how pollutants can cause cancer, asthma, and any other health related conditions.
- Conservation of air, water and energy.
- Creation of community gardens to eliminate food deserts and develop food sustainability.

# General information

## Award information

Organizations, collaboratives or coalitions can apply for a maximum of \$100,000 for one program.

## Guiding principles

Proposed solutions should align with the following guiding principles:

- Must be consistent with CHRISTUS Health's values, support its mission and the teachings of the Catholic Church;
- Focus on evidence-based, age-appropriate interventions;
- Emphasize wellness and/or prevention;
- Increase the capacity of persons and groups to become self-sufficient;
- Increase collaboration with existing initiatives;
- Develop systems and processes and/or leverage best practices to attract outside funding
- Produce tangible, measurable outcomes.

## Core values

As the grant-making arm of CHRISTUS Health, the CHRISTUS Community Impact Fund is guided by CHRISTUS Health's Core Values of:

- **Dignity** | Respect for the worth of every person, recognition and commitment to the value of diverse individuals and perspectives, and special concern for the poor and underserved.
- **Integrity** | Honesty, justice, and consistency in all relationships.
- **Excellence** | High standards of service and performance.
- **Compassion** | Service in a spirit of empathy, love, and concern.
- **Stewardship** | Wise and just use of talents and resources in a collaborative manner.

# Eligibility

## Non-exclusive list of potential lead organizations

- Non-profit community-based organizations having a 501(c)(3) status with the IRS and not classified as a private foundation.
- Collaborations can include:
  - State, County, City, or Township Governments
- Independent School Districts
- Public or State Controlled Institutions of Higher Education
- Public Housing Authorities
- Hospital systems can be a part of a collaboration but cannot serve as the lead applicant

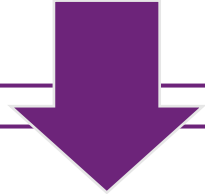
## Funding exclusions

Grant recipients may not use funds for:

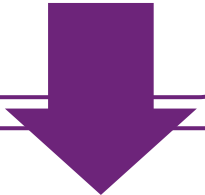
- Indirect costs greater than 15%
- Biomedical research
- Endowments or capital campaigns
- Capital expenses, construction projects, purchases of large equipment
- Fundraising activities or event sponsorships
- Individual or single special event
- Direct delivery of reimbursable health care services
- Grants or scholarships to individuals
- Advertising reimbursement of pre-award costs is not allowed
- Existing obligations or debt liability
- Lobbying activities including, but not limited to:
  - publicity or propaganda purposes,
  - preparation, distribution, or use of any material designed to support or defeat the enactment of legislation before any legislative body.

# Application process

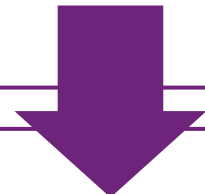
Call for Letters of Intent



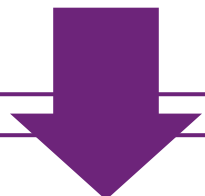
Evaluation of Letters of Intent



Invitations to Apply



CHRISTUS Community Impact Fund Application



Evaluation of Applications

# Key dates and timeline

<b>Date</b>	<b>Activity</b>
October 1, 2024	Call for Letters of Intent – Open
October 15, 2024	Call for Letters of Intent – Deadline
Oct. 15 – Nov. 15	Evaluation of Letters of Intent
November 18, 2024	Invitations to Apply Sent Out CHRISTUS Community Impact Fund Application - Opens
January 31, 2025	CHRISTUS Community Impact Fund Application - Deadline
February - March	Review of Applications
April 2025	Notification of Award
June 2025	Kick-Off Meeting Onboarding Grant Disbursement
July 2025	Grant Implementation Period Begins on July 1, 2024
June 2026	Grant Implementation Period Ends on June 30, 2025

# Sneak peak: Letter of intent

## What is a letter of intent?

A letter of intent is quick-pitch of 500 words that summarizes the program. It allows the CHRISTUS Fund to quickly assess if there is a match between the program and the CHRISTUS Community Impact Fund priorities. If we determine the project to be a good match, we will send an invitation to apply for the grant.

## Why are we requesting a letter of intent?

The CHRISITUS Fund recognizes that improving the overall health and wellbeing of the community is a collaborative effort. We are requesting Letters of Intent to learn of the various programs happening in the community and to identify different ways for CHRISTUS Health to partner with community organization, whether it be through funding, volunteers, or knowledge sharing.

### Letter of intent

In 500 words or less, share with us your quick pitch.

- What is your program?
- How will your program address the prioritized health need?
- Who is the population that your program will serve?
- How will you evaluate the impact of your program?

### Additional documents

- Proof of 501(c)3 status, non-profit status
- Organizational background (150 words)
- List of Board Members (Template in Application)
- Audited financial statement (must have been completed within the past 5 years)

# Sneak peak: Application

Applications must provide clear and concise information in response to the following questions:

## CHRISTUS Community Impact Fund Application

**Program Need & Beneficiaries.** Describe the unique circumstances or systemic barriers that contribute to the health condition or social determinant in your community that you plan to address and who will benefit from your work. Provide historical or community context, general demographics, zip codes, # of people planned to serve, challenges, strengths, etc.

**Program Design & Evaluation.** Describe the overall goal of the program and its anticipated outcomes; describe the activities that will be carried out during the grant period and the systems and/or policies you will seek to impact; explain what you will measure and how you will measure the effectiveness and progress of your program to meet the overall goal and anticipated outcomes.

**Collaboration & Innovation.** Provide a brief background of how the lead applicant, co-applicants and/or community organizations are involved in the program and/or funded. Describe the current state of cross-sector collaboration and resident engagement in your community. Explain how your program brings an innovative solution to the topic areas you are seeking to address in your area.

**Budget Narrative.** Explain how the funds will be spent for each line item on the Program Budget template. Please list what is included in Fringe Benefits and explain your policy on providing fringe benefits to employees. Please indicate the estimated cost per person served by the program and how you arrived at this figure. In addition, please include the portion of funds directed toward overhead versus direct care or service delivery. Provide a summary of the expertise of key program staff.

**Sustainability.** How will the activities and collaboration of this project continue beyond the grant period? Please share plans for matching funds and in-kind support, as well as plans for funding beyond the one-year funding offered through the CHRISTUS Fund. Given the current economic climate, please articulate the general sustainability plan for the organization. Have any changes or adjustments been made to ensure sustainability of the organization?

### Additional Documents

- Proposed Program Budget (Template in Application)
- List of Collaborating Partners (Template in Application)
- W-9
- Agency Budget
- IRS Form 990
- Year-to-date Financial Status
- Organization Logo
- Letters of Support
  - (1) Community Partner Letter of Support
  - (1) Client Letter of Support
  - (1) Current or Previous Funder Letter of Support



# Application evaluation

All applications will be evaluated based on the following areas:

<b>Criteria</b>	<b>Description</b>	<b>Percentage</b>
Program Need & Beneficiaries	The program emphasizes wellness and/or prevention or improving the social and environmental factors. The program increases the capacity of persons and groups to become self-sufficient.	10%
Program Design & Evaluation	The program is feasible and has clear timelines. The program clearly describes when activities will be able to reach the community of focus. The program is strong and produces tangible, measurable outcomes.	40%
Collaboration & Innovation	The program increases collaboration with existing community initiatives. The program focuses on evidence-based, age-appropriate interventions.	25%
Budget Narrative	The program budget clearly describes the use of funds and cost effectiveness. The use of funds is appropriate to the program.	15%
Sustainability	The program develops systems and processes and/or leverage best practices to attract outside funding.	10%
<b>Total</b>		<b>100%</b>

# Submissions and questions

## Submissions

All applications must be submitted through

<https://christusfund.communityforce.com/Login.aspx>

Late submissions will not be accepted. Collaborative organizations or coalitions must designate a lead organization or fiscal agent to submit the application on their behalf.

## Questions

Please direct questions regarding this RFP to

[christusfund@christushealth.org](mailto:christusfund@christushealth.org).

For other questions, please contact:

Jessica Guerra Martinez

[jessica.guerramartinez@christushealth.org](mailto:jessica.guerramartinez@christushealth.org)

## Right to reject

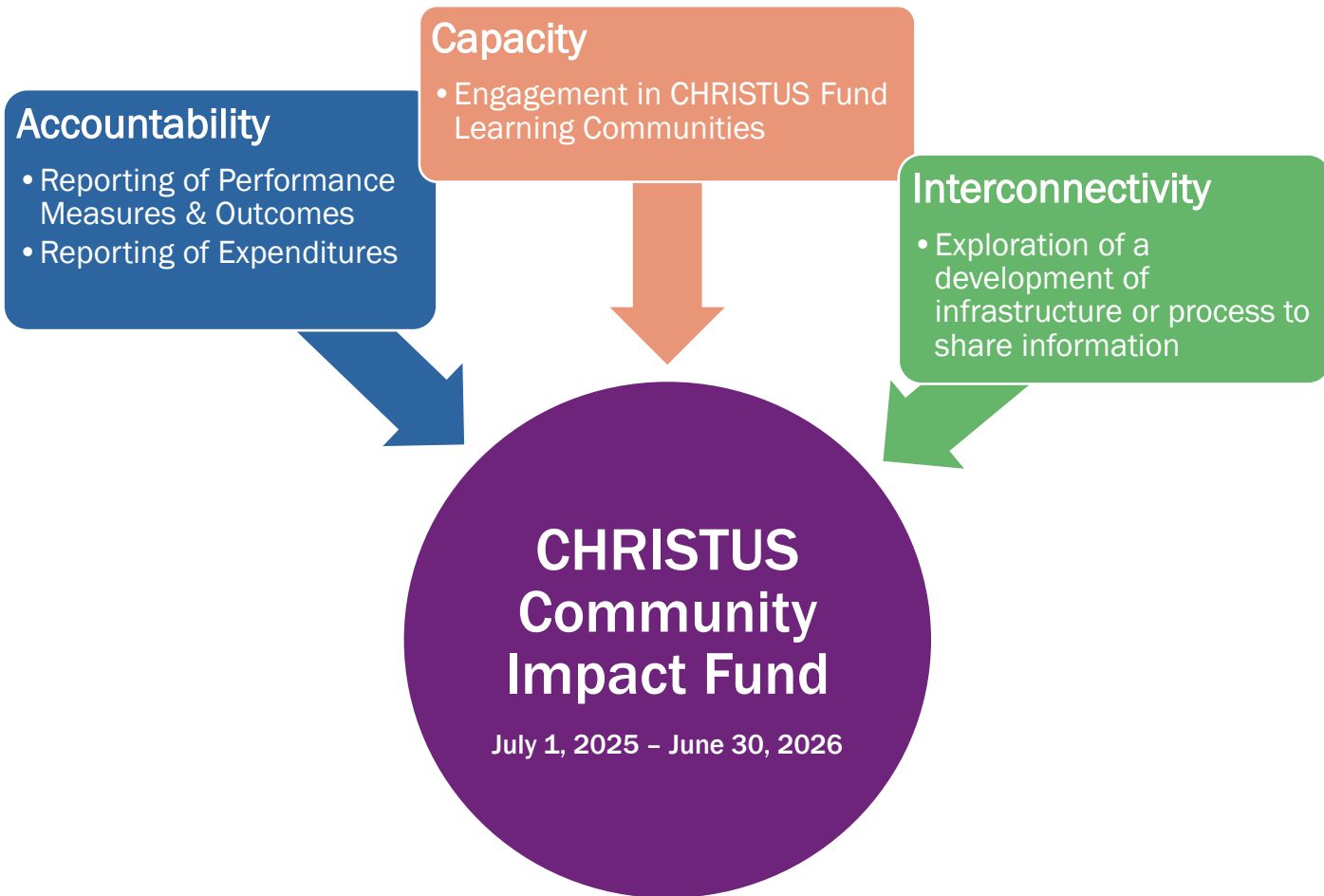
CHRISTUS Community Impact Fund reserves the right to:

- Reject any or all applications submitted.
- Request additional information from any or all applicants
- At their sole discretion, conduct discussions with any applicant to assure full understanding of and responsiveness to the RFP requirements

No applicant will be reimbursed for the cost of developing or presenting a proposal in response to this RFP. The submission of proposals through the CHRISTUS Community Impact Fund's online portal is for operational purposes and will not result in any obligation by any of CHRISTUS Health's Ministries to fund a proposal. All applications will be reviewed, and finalists determined solely as described in this RFP.

# Grantee expectations

Throughout the one-year grant, the CHRISTUS Community Impact Fund expect community partners to engage in three (3) themes of success: accountability, capacity and interconnectivity.



Community partners will be expected to meet on a regular basis with the CHRISTUS Community Impact Fund team. They will also be expected to actively engage in CHRISTUS Community Impact Fund's Learning Communities by participating in virtual sessions or hosting on-site visits with CHRISTUS Community Impact Fund staff. Community partners will also demonstrate satisfactory progress on the implementation of their projects. It is also expected that community partners will document and submit for approval any proposed changes of scope in a timely manner.