

Request for Proposals



SAFE STATES
*Strengthening the practice of
injury and violence prevention*

INNOVATIVE AND EQUITABLE APPROACHES FOR INJURY AND VIOLENCE PREVENTION

Up to five (5) seed grant awards to implement innovative approaches to injury and violence prevention (IVP), including cross-sector partnerships, shared risk and protective factors, and building equity into IVP programs.

Deadline to respond: November 17, 2023

ABOUT THE SAFE STATES ALLIANCE

The Safe States Alliance (Safe States) is a national non-profit 501(c)(3) organization and professional association whose mission is to strengthen the practice of injury and violence prevention (IVP). Safe States is supported primarily through government grants, membership dues, conference registration fees, and other sources. The Safe States Alliance is the only national association comprised of public health injury and violence prevention professionals representing all U.S. states and territories. Safe States members primarily work in state and local health departments, hospitals, universities, and non-profit organizational settings.

At Safe States, we acknowledge the perpetual injustice that racism inflicts on the communities we serve and commit to advancing anti-racism and equity in our organizational policies, practices, and values. Safe States strives to build an inclusive culture that encourages, supports, and celebrates the diverse voices of our organization. We recognize that an inclusive and diverse work environment respects the unique characteristics, skills, and experiences of all. We are committed to an inclusive organization that fully represents many different cultures, backgrounds, and viewpoints.

Learn more about the Safe States Alliance and our commitment to diversity, equity, and inclusion (DEI) at www.safestates.org.

OVERVIEW OF THE SEED GRANT PROGRAM

The field of Injury and Violence Prevention (IVP) has evolved with new values, technologies, and ideas. Innovative approaches such as blending and braiding funds for shared risk and protective factor approaches, partnering across sectors, and integrating equity into IVP programs can enhance IVP outcomes and eliminate disparities. Safe States Alliance is pleased to support up to five (5) seed grant awards to advance innovative approaches such as

these and other approaches in alignment with upstream prevention strategies. Additional details regarding the example upstream and innovative approaches are below.

Shared Risk and Protective Factor Approaches

Shared risk and protective factor (SRPF) approaches are efforts to improve multiple population health and quality-of-life outcomes by aligning diverse, multi-sector interventions that positively impact the social determinants of health. More broadly, there are three defining characteristics of SRPF approaches:

1. An SRPF approach improves **multiple population-level outcomes**.
2. An SRPF approach impacts the **social determinants of health in positive and equitable ways**.
3. An SRPF approach engages partners across **multiple disciplines and sectors**.

Programs that utilize an SRPF approach often support this work by blending and braiding funds. By combining funding streams for one purpose, programs are more likely to be able to implement cross-cutting initiatives and achieve the individual goals of each program stream. For this seed grant program, Safe States welcomes any efforts that advance SRPF efforts – including, but not limited to, braiding and blending funding.

Engaging Cross-Sector Partners

As IVP efforts continue to move more upstream, engaging partners outside the public health sector is critical. The business sector is one example of a potential sector with whom building and sustaining relationships is both innovative and fruitful for communities. Safe States has developed the [Preparing to Partner](#) and [Roadmap guidebooks](#) for strengthening partnerships to advance community health outcomes. Successful public-private partnerships include six critical steps:

1. **Prepare** to establish cross-sector partnerships by thinking strategically about how these partnerships might be successful in the communities.
2. **Connect** with partners by identifying shared priority areas.
3. **Plan** by collaborating with partners and sharing resources and information.
4. **Perform** with partners by implementing best practices, assigning roles, and examining the equity implications of the work.
5. **Evaluate** to determine the quality and effectiveness of the program or policy.
6. **Share** your work with others who can benefit from your experience.

Equity as the Foundation of IVP

Health equity is foundational to any successful IVP program. Injuries and violence – the leading cause of death among persons ages 1-44 in the US¹ - are inequitably distributed across communities, primarily and adversely impacting vulnerable communities with residents who have been historically marginalized. These communities are more likely to be communities of color that endure high poverty rates, poor access to quality education, substandard housing, and frequent traumatizing events throughout their lives. These inequities are caused and

¹ Centers for Disease Control and Prevention Key Injury and Violence Data. 2021. (09/28/2022)
https://www.cdc.gov/injury/wisqars/overview/key_data.html.

driven by structural policies and systemic practices that maintain imbalances in access to wealth, power, and social resources necessary for achieving optimal health. These inequities and practices exist in every system in our society and function in reinforcing ways, resulting in high levels of preventable experiences of injury and violence. Safe States has recently released [“Building Equity into Safer States”](#) guidance for integrating equity in the core components of a model IVP program.

Eligible applicants include state, local, and territorial health, tribes and tribal organizations, hospitals/health care organizations, academic institutions, city and municipal governments, community-based organizations, businesses, and not-for-profit organizations.

APPLICATION DETAILS

Proposals can include additional milestones; however, the major tasks below must be incorporated into the proposal’s Scope of Work. Please note that the project’s timeline is fixed due to grant funding periods and is not flexible.

To support this project, the applicant will:

- Participate in a kick-off call with Safe States (completed no later than January 8, 2024).
- Finalizing the scope of work and timeline by January 10, 2024.
- Participating in regular check-in calls with Safe States throughout the project period.
- Submitting quarterly reports of activities and invoices.
- Presenting an overview of the final project to Safe States committees, work groups, or at the Safe States annual conference.

To support the applicant, Safe States will:

- Provide technological platforms (e.g. Zoom, conference lines, etc.) for any assessment activities.
- Provide input and support throughout the background scan and the development of materials developed by the consultant.
- Review and provide feedback on quarterly reports.

TERM OF CONTRACT, FEE SCHEDULE, & INVOICING

The term of the funding opportunity is for up to 8 months (January 2024-August 2024). The proposal should be submitted as a “fixed fee” or “not to exceed fee” within the estimated cost per task or deliverable provided. An invoicing and payment schedule will be determined in collaboration with the selected grantees. Invoices must be connected to agreed-upon deliverables and will be paid within 30 days of receipt.

AWARD AMOUNT

The total award available for this opportunity is \$20,000, inclusive of all expenses. Work completed after August 31, 2024, will not be reimbursable.

PROPOSAL ELEMENTS & SELECTION CRITERIA

Please submit a narrative that includes all four (4) sections outlined below. The **narrative must be double-spaced and include section titles, one-inch margins, and Arial 11-point font**. The entire narrative should **not exceed a total of five (5) pages, excluding budget**.

A proposal in response to this opportunity must include the following elements:

1. Proposed Project/Initiative (40 Points)

- a. Provide a summary of your organization.
- b. Provide a detailed description of your proposed project and how the project enhances equity for injury and violence prevention. For example, please address who will benefit from the project, how you will engage people with lived experience, and/or how you will implement your project in a culturally responsive manner.
- c. Provide a detailed description of your proposed project and the innovative injury and violence prevention approach. Identify the specific steps in the approaches that you will take as part of this project.
- d. Describe how your project would address conditions/needs within your community. How would your proposed project increase cross-sector collaboration beyond traditional public health silos?
- e. What metrics will be collected to demonstrate progress?

2. Organizational Readiness (20 Points)

- a. What existing resources could your organization and any partnering organizations leverage as part of the effort (e.g., existing staff, funding, strategic plans, etc.)?
- b. Please describe any past or current organizational efforts focused on SRPF, cross-sector partnerships, and/or racial and health equity for injury and violence prevention. Please describe how these organizational efforts connect to your proposed project/initiative.

3. Overall Benefit & Sustainability (30 Points)

- a. Have you contacted community members about this project, and how are they involved in the preparation for this project?
- b. If selected, what would be the overall benefit of this project for the community?
- c. How would this project support the advancement of equity in the field of injury and violence prevention?
- d. After the Seed Grant funding ends, what programs, activities, or services do you anticipate will continue?

4. Budget (10 Points)²

- a. Clearly describe how funds will be used to address project needs and implementation activities. All work must be completed by August 31, 2024.
- b. Complete the budget spreadsheet³ template to include the following categories: direct labor, fringe rate, consultant/contractors, materials/supplies, travel, other expenses, and indirect rate (if applicable). Purchasing “giveaways,” incentive items, food, and equipment are not approved expenses for the Seed Grant Program. The budget should include a clear and detailed narrative justification for all expenses. The template can be accessed and downloaded [here](#). Applicants should follow the federal budgeting guidelines found [here](#).

² Budget revisions may be submitted during the awarded applicant's funding cycle if the reallocation of funds is consistent with the RFP, original proposal and award notice, and Safe States' requirements for how the funds may be used. Budget revisions must be submitted BEFORE funds are expended.

³ Applicants must submit a budget file for submission using the required budget template. [The budget template can be accessed here](#) or by contacting info@SafeStates.org

- c. The funds available to support the seed grants are made available through a cooperative agreement from the Centers for Disease Control and Prevention (Creating Safer States by Advancing Health Equity, Injury, and Violence Prevention Award # 1 NU49CE000001-01, CFDA 93.136). On the Federal Subrecipient Guidance tab of the budget template is a list of guidelines from the concerned federal agency (CDC) that will be passed through to awarded applicants.
5. **A letter of support** (on agency letterhead) from the applicant organization must be submitted with the application. The letter should include confirmation that the direct supervisor or agency leadership agrees to and supports the applicant's participation in the *Innovative and Equitable Approaches for Injury and Violence Prevention Seed Grant Program*. Letters must be formatted in PDF format.

Reviewers from Safe States will evaluate and score proposals based on their quality and adherence to the proposal elements described above. All applicants will be notified of their proposal **status by or before December 15, 2023**. The anticipated start date for the contractor is on or before January 8, 2024.

PROPOSAL SUBMISSION

Proposals will be accepted through November 17, 2023 at 11:59 PM EST. Submit your proposal to <https://www.surveymonkey.com/r/WXGCTTX>.

Questions about this opportunity can be submitted to info@safestates.org or by calling (770) 690-9000.

