



Community Ambassador Project (CAP)

Mini-grant
Application

August 2022

Community Ambassador Project (CAP) Mini-Grants

Engaging Greenbrier County Communities to Improve Health and Health Equity

Overview of Community Ambassador Project Mini-Grants: A little money goes a long way when it's in the hands of community leaders with a solid plan. CAP mini-grants are an opportunity for Community Ambassadors to lead projects that make a difference for their community.

Someone who has never written a grant should be able to complete this mini-grant application in less than two hours.

Quick bullet points about the mini-grant process

- Mini-grant funds are used to create projects in Greenbrier County to promote health and health equity (in other words, to strengthen the health of people in our communities).
- Along with the opportunity to apply for mini-grant funds, GCHA will provide Community Ambassadors access to workshops, evidence-based resources, assistance with data and evaluation, assistance with the development of mini-grant plans, and stipends to value Ambassadors' time when attending workshops and meetings.
- Ambassadors must identify a local non-profit organization to receive the mini-grant funds on their behalf and support the fiscal management or "pass through" of funds. (A W-9 tax form from your sponsoring non-profit must accompany this application). If you don't have a non-profit organization to work with, GCHA may be able to act as your sponsoring organization.
- Projects must promote cooperation and partnerships in the community, not competition.
- Community Ambassadors will document lessons learned and submit a mini-grant report.

Amount of mini-grant award: Ambassador Mini-Grant awards are generally \$1000 for implementation of projects which can last for up to a year. (Actual project duration varies).

Any questions, contact us anytime: Julian Levine, executive director of Greenbrier County Health Alliance, jlevine@osteo.wvsom.edu or 304-661-6363.

Note: To be eligible to apply for a GCHA mini-grant, we ask that each Community Ambassador fill out GCHA's CAP Memorandum of Agreement annually. If you haven't filled one out in the last year, please head to our website (<https://www.greenbriercountyhealthalliance.org/>), fill it out, and email it to us prior to submitting this mini-grant application.

CAP MINI-GRANT APPLICATION

Mail or email completed application packet to:
Greenbrier County Health Alliance
Julian Levine
jlevine@osteo.wvsom.edu
400 Lee Street North
Lewisburg, WV 24901

Date of application: _____

Section 1.

Name of Community:

Name of Community Ambassadors applying for this mini-grant:

Lead contact for this project

Name

Phone Number

Email

Mailing Address

City/State/Zip

Mini-grant Project Title (What are you calling this project?)

Section 2.

Sponsoring Organization (this is the name of the nonprofit we will make a check payable to)

Check this box if you are requesting that GCHA serve as your non-profit sponsor (if you check this box, then skip the rest of this section.)

Name of organization

Organization Contact Person

Contact person's email

Mailing Address

City/State/Zip

FEIN # (Federal Identification # for non-profit federal tax-exempt status 501 (c) 3

Is an IRS Form W9 for the sponsoring agency attached to this mini-grant application (required)

Yes

No

Amount of money requested (can be up to \$1,000)

Section 3.

Questions to consider to inform the mini-grant planning process

How did you get input from your community to inform your mini-grant project Planning?

Please check if you used any of these recommended tools to help inform your mini-grant plan

[County Health Rankings: 2020 WV County Health Rankings Report](#)

- <https://www.countyhealthrankings.org/>

[Rural Health Information Hub Evidence-Based Toolkits for Rural Community Health](#)

- <https://www.ruralhealthinfo.org/toolkits>

[County Health Rankings What Works Rural Report](#)

- <https://www.countyhealthrankings.org/reports/what-works-strategies-improve-rural-health>

[County Health Rankings What Works for Health tool](#)

- <https://www.countyhealthrankings.org/take-action-to-improve-health/what-works-for-health>

Other resources (please list)

Section 4.

Mini-grant PROJECT DESCRIPTION

Please briefly describe the project/activity that you're proposing

What is the goal of your mini-grant activity? (Or, what do you hope to accomplish in this mini-grant project?)

What steps will you take to carry out this project? (Or, briefly, what do you plan to do?)

What are the specific **outcomes** you desire when the activity is completed? (or, what changes or benefits do you hope to see from your project?)

What is the basic timeline that you foresee for this project?

How will you evaluate the activity, to see how well it has achieved its goals?

Community Ambassador Signature

Today's date

GCHA signature (when application approved)

Date