



Title: Grant Funding Policy	First Approved: 9/10/18
Custodian: Executive Director	Effective Date: 9/10/18
Approved by: Board of Directors	Review Dates:

I. PHILOSOPHY

- A. PDHCD recognizes that good health is a state of complete physical, mental, and societal well-being and not merely the absence of disease or infirmity.
- B. Our funding decisions are guided by the principals of **Upstream Investment**, a policy sponsored by the Sonoma County Board of Supervisors and widely supported throughout the community with the understanding that evidence-informed or evidence-based programs have predictable and measurable outcomes. In addition, PDHCD seeks to support programs or services that utilize multiple strategies along the **Spectrum of Prevention**. The Spectrum of Prevention is a public health tool composed of multiple levels of intervention and designed to encourage practitioners to move beyond the perception that prevention is limited to education.
- C. PDHCD’s funding priorities will be established based on the reputable public health data, including the Sonoma County Community Health Needs Assessment as well as input from PDHCD staff, partners and residents. It will also utilize the Health Action Framework.

II. PURPOSE

Provide funds for programs/efforts within the District that promote health living among District residents as well as preventing poor health outcomes.

III. POLICY

PDHCD’s grant funding process will occur annually as the PDHCD budget allows and is open to any 501(c)3 serving residents of the District service area.

IV. PROCEDURE

- A. Each year after the District budget is approved, the Gravenstein Health Action Chapter will recommend from the health action budget how much to allocate for

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grants. This will be done by August 31st. This recommendation will be sent to the PDHCD Finance Committee for approval.

- B. Information on the grant process will be communicated to the Gravenstein Health Action members and associated community entities that might be interested in a grant.
- C. Application for grants should be submitted by October 30 of each year for the following year to the Gravenstein Health Action Chapter.
- D. See Grant Application Announcement for the grant application form.
- E. Gravenstein Health Action Chapter will convene a Grant Review Committee composed of but not limited to Gravenstein Health Action members, District residents, individuals representing agencies serving District residents and District Board members on Health Action.
- F. Gravenstein Health Action Members who may have associations with grant requesters will not be on the committee.
- G. Gravenstein Health Action will facilitate the Committee meeting and participants will utilize an evaluation matrix to identify the strongest applicants and will submit their recommended grant award recipients to the general Gravenstein Health Action Committee, PDHCD Finance Committee and District Board of Directors for final approvals.
- H. Recipients will be notified in writing of their selection by November 30 of each year.
- I. Recipients must submit a year-end Grant Impact Report to the District at the end of their project or by December 31 of the project year. If an Impact Report is not done, new requests, renewed or continuing requests will not be approved.
- J. Agencies *not* selected for funding will also be notified in writing.



PALM DRIVE HEALTH CARE DISTRICT

Evaluation Matrix for awarding PDHCD grants

Criteria	4 - highest	3	2	1 - lowest
Purpose will effectively promote health				
Program supports the HA framework for action				
Measurable Outcomes				
Program can be sustained				
Program does not conflict or duplicate efforts				
Organization partners for this effort				
Program/Service /Event is in line with District values.				

This grant is being approved or not approved for the following reasons.

Requester has been notified of the grant request outcome.

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