Multicultural Outreach Program, Epilepsy Foundation

2022 Social Determinants of Health (SDOH) Mini-Grant Project

Year 1 SDOH Focus Area: Housing & Food Insecurity

The Multicultural Outreach Program of the Epilepsy Foundation (EF) invites Epilepsy Foundation affiliates and national partners of the Foundation’s CDC Cooperative Agreement to implement mini-grant projects to connect more people living with epilepsy (PWE) to social services to address social determinants of health, such as housing and food insecurity. In partnership, EF affiliates and multi-sector organizations may apply for one of ten (10) Social Determinants of Health (SDOH) mini grants in the amount of $10,000. Funding is provided on a non-competitive basis through the Epilepsy Foundation’s Cooperative Agreement with the Centers for Disease Control and Prevention agreement number 1 NU58DP006965-01-00.

Collaborations between EF affiliates and multi-sector organizations are required to be eligible for mini-grant funds. A multi-sector organization includes several aspects of a community, such as education, criminal justice, social services, public health, faith/spirituality, etc. Organizations with expertise in housing and/or food insecurity are highly recommended for Year 1 funding from EF’s CDC Cooperative Agreement.

The following national partners are considered multi-sector organizations and have agreed to link their members to EF affiliates for this funding opportunity: American Public Health Association, National Association of County and City Health Officials, and the National Area Health Education Center Organization. Local multi-sector organizations, such as health coalitions, food banks collaboratives, local government committees, etc., may also be suitable partners for this opportunity. Partners are eligible to apply for this funding as the lead organization but must be in collaboration with an EF Affiliate.

To be considered for this funding, please submit a Letter of Interest (LOI) stating your collaboration and your interest in being funded to address unmet social needs of PWE by the stated deadline. LOIs will reviewed by one of EF’s CDC project officers and EF staff.

Upon review of LOIs, chosen collaborations will be invited to complete full SDOH mini grant applications including action plans, memorandums of agreement (MOAs), W-9s (if applicable), and detailed budgets to confirm participation in the 2022 SDOH mini grant project.

The chosen collaborations will be invited to participate in the first project meeting scheduled for 2 pm EST on Wednesday, March 9, 2022.

Proposed activities may include patient and public education, awareness and media campaigns, and/or linkage and referral services. Existing EF resources, including Seizure First Aid Trainings, past racial and ethnic media campaigns, etc. should be utilized. Established events and activities of multi-sector partners, such as social service fairs and community outreach efforts, should be considered as well.
The SDOH Mini-Grant Letter of Interest (LOI) should be: one to three pages in length, single-spaced, in Times New Roman font (12 pt.) with 1-inch margins.

The LOI should address the following:

1. A description of the geographic reach and size of population with epilepsy served by your office;
2. Explanation of collaboration between EF affiliate and Multi-sector organization. State if your organization needs support with confirming partnership or if collaboration has already been confirmed;
3. Understanding of social needs of PWEs in your area (community or state level), including housing and food insecurity. Experience serving diverse and multicultural communities;
4. Proposed activities to increase awareness of epilepsy among multi-sector organization’s members/clients and proposed activities to connect and/or link PWEs with social services, including housing and food resources. [Timeline for activities should include March to August 2022];
5. Description of sustainability of partnerships beyond the term of this project with a focus on linking PWEs to social services; and
6. Proposed expenditures for mini-grant funds [Please note that these funds are not to support hiring new personnel or covering salaries for staff not directly involved in activities. Budgets should align with proposed activities and partnerships].

If you have never written a letter of interest or intent, please consider reviewing tips from GrantWatch here.

**Intended Program Outcomes**

The intended outcomes of this project are:

- Sustained relationships between EF network and local social and public health services
- Increased number of PWEs from diverse communities connected to EF network and local services
- Increased number of social service and public health/health education providers trained in SFA and knowledgeable of epilepsy disparities
- Increased linkages and referrals of diverse PWEs to social and local services
- Decreased unmet social needs of PWE related to housing and food insecurity

**SDOH Year 1 CONSIDERATIONS**

Applicants should consider the following regarding applying for SDOH Mini-Grants:

- How will you access the housing and/or food needs of PWEs?
- What types of resources for housing and food exists in your community?
- How will you link PWEs to those services?
- How will you maintain your new partnership?
- What type of organization level changes may need to occur to link and refer PWEs to social services in your area/state/city beyond this project?
MINI-GRANT GUIDELINES

- No more than ten awards will be granted through this funding opportunity, and Each award will be funded up to $10,000.

- An estimated itemized budget must accompany the full grant application, but a summary is appropriate for the LOI. The supplementation of salaries for key project staff is not allowed but stipends or reimbursements for work completed as part of the grant can be given to project staff.

- Activities should be within these categories: health education, outreach, media and communications, awareness, or training. Applicants that are funded will be required to evaluate all program activities and are mandated to report on proposed activities.

- Projects are required to provide epilepsy health education and awareness activities for at least six months (March - August 2022), including planning activities.
  
  - Planning activities may include finalizing collaborations with partners, confirming training dates and securing necessary resources, such as usage of online platforms, i.e. Zoom, etc.

- Patient education activities must provide strong educational components and result in the transference of skills (i.e. health literacy, relaxation, exercise, positive thinking, proper dietary practices and other techniques that will improve coping mechanism of persons with epilepsy and/or their caregivers). Grant funds may be used to pay for expert presenters. Resources from, and connections back to, the Foundation should be utilized whenever possible.

- Projects featuring public health education and awareness activities targeting minority populations and diverse workforces are required to include seizure first aid information and/or training.

- Projects featuring public health education and awareness information through communications channels, such as newspapers, radio, social media, etc., are required to include seizure first aid information from the Stay, Safe, Side Campaign.

- Projects may include participation in existing local or virtual epilepsy and/or social service activities, such as walks or trainings. For example, a multi-sector health agency may help diversify the participation of an existing seizure first aid training hosted by the local epilepsy affiliate by assisting with event promotion and marketing or an EF affiliate may link PWEs to social services by marketing multi-sector org’s events.

- Projects may include activities to add social determinant assessments to EF affiliates’ intake process or add social service agencies to helpline or resource directory.

- Project funding may not be utilized to support fundraising activities (such as walks or galas) other than to the extent of educational and awareness activities.

- Grant funds cannot be used to develop educational materials. Many EF resources are available online. Materials may be translated if need be.

- Grant funds can be used for efforts to garner media attention for epilepsy awareness events and/or to provide epilepsy health education to the community at-large. This public awareness campaign can be used to generate more public support for epilepsy concerns. Public awareness campaigns may be exclusive activities and should be connected to existing EF media minority outreach efforts, such
as the Essence or Chinese New Year ads. EF Multicultural Outreach Program staff should be consulted prior to publishing newspaper, radio or digital ads to ensure marketing and messaging is consistent.

- All COVID-19 guidelines should be followed based on the location of proposed activities.

Here are examples of proposed activities in patient, provider or public education:

**Patient Education Examples**

- Create and distribute a referral list of area facilities and physicians that provide medical treatment for epilepsy and seizure related medical conditions (i.e. neurologists, epilepsy nurses, etc.) with local community health clinics or federally qualified health centers that see a large population of minority patients
- Schedule and promote online training opportunities that enhance self-management or seizure first aid for patients’ families
- Provide outreach to minorities with epilepsy or at-risk of having seizures via telephone hotline, literature updates, online education sessions, teleconference education discussions, home/sick-and-shut-in drive-by parades, peer counseling, and self-management skills.
- Create honoring/celebration activities for epilepsy patients, caregivers and/or their children in Epilepsy Awareness Month by making and highlighting their stories through videos, social media or local media

**Public Education Examples**

- Conduct or schedule presentations on epilepsy health education and/or seizure first aid training in the community or online
- Plan or Participate in Epilepsy Awareness Month activities and host activities at your organization (November).
- Enhance public education via media outlets, including social media, such as being interviewed on a local television station or placing a seizure first aid flyer in local newspaper.
- Advocacy efforts for policies, such as all school personnel being required to know seizure first aid or schools having seizure safe plans (Seizures Safe Schools), etc.; however, funds may **not** be used for direct lobbying.

**Provider Education Examples**

- Coordinate epilepsy disparities educational sessions or seizure first aid trainings online (with or without continuing education units) for health providers, including physicians, nurses, public health staff and/or others. *The Foundation is a provider of CPH and CHES continuing education units. Through partnership with other CE providers, CME or CNE units may also be provided for trainings.]*
- Provide local health providers and public health officials with epilepsy health education materials to display in their lobbies or distribute online for patients
- Promote epilepsy health education opportunities, such as Project ECHO, to providers through local chapters of medical and health-related associations, such as the National AHEC Organization to connect with rural health providers.

**Important Reference Links**

- [Alleviating Food Insecurity in the Disabled Community](#)
- [Epilepsy among the homeless: prevalence and characteristics](#)
- [Epilepsy and the homeless - the challenges](#) (UK)
- [Schools and Seizure Safety](https://www.epilepsy.com/learn/schools-and-seizure-preparedness)
- [Examples of how to use online platforms to engage individuals online while social distancing due to COVID-19](https://www.raise.me/blog/universities/higher-ed-guide-for-social-media-platforms-covid-19/)

**Reporting Requirements**

There are grant reporting mechanisms and evaluation reports that are required to be submitted to the Epilepsy Foundation when funded. Grant management is required by your agency

If funded, you will be responsible for:

- Submission of Full Application in March 2022
- Submission of signed Memorandums of Agreement
- Submission of detailed and signed invoices
- Submission of Final Project Report in August 2022
- Copy of agency IRS letter or certificate of nonprofit status
- Copy of W-9 to receive funds from Epilepsy Foundation

**Project Timeline**

- February 2022: Announcement of Mini-Grant Opportunity as part of CDC CA Announcement to Network & Partners
- February 2022: LOI and Partnership Preparation Period
- March 1, 2022: LOIs Due
- March 7, 2022: Mini-Grantee Notification Period
- March 9, 2022: Mini-Grant Orientation Group Meeting (Monthly meetings on 2nd Wednesdays @ 2 PM EST)
- March 31, 2022: Full Application Packet Due & Distribution of First $5,000
- March 1- August 5, 2022: Grant Activity Period
- August 10, 2022: Project Success Webinar
• August 15-26, 2022: Grant Reporting Period & Distribution of Second $5,000

**Submitting Your LOI**

Your LOI should be addressed to Thometta Cozart, Multicultural Outreach and Health Equity Director and emailed by **Tuesday, March 1st at 11:59 PM EST** to Thometta Cozart (tcozart@efa.org) to be considered for SDOH mini grant funds. Please contact Thometta Cozart before the deadline if you have any questions.