Purpose:
The Center for Community Health in Northwestern University’s Feinberg School of Medicine is providing financial support for community-based organizations providing services and resources to communities during the COVID-19 pandemic.

Background:
As of April 6, 2020, more than 12,000 cases of COVID-19 and 307 deaths have been reported in Illinois, and these numbers are expected to rise substantially in the coming months. In Chicago, 70% of COVID19 deaths are in Black residents. The pandemic continues to have immense economic, personal, and social consequences for individuals and families. Community-based organizations play a critical role in enhancing community resilience during pandemics by responding to the needs of communities and providing essential services to marginalized populations. Now more than ever, the Center for Community Health (CCH) is committed to supporting community-based organizations who are facing a surge in demand for services and resources.

CCH is uniquely well-positioned, because of its longstanding community partnerships, to fund community mobilization focused on providing timely assistance to individuals and families. Our partners are on the front lines of serving communities—both everyday issues like access to healthy food and crises like our current pandemic. Our community partners put out critical, trusted information to the public and lead short-term and long-term recovery efforts. Despite federal and state stimulus funds which are focused on food assistance and unemployment benefits, community-based organizations have an immediate need for flexible funding sources to meet surging community needs and the challenge of delivering services because of social distancing. CCH immensely values the work done by community-based organizations and seeks to support their efforts during this difficult time through the CCH Community Recovery and Response Fund.

Funding Priorities:
The CCH Community Recovery and Response Fund aims to support community-based organizations providing services and supports in the following areas:

1) Mental health services (e.g., telehealth that replaces in-person visits)
2) Intimate partner violence
3) Food access or housing assistance
4) Accessing public benefits

CCH recognizes that COVID-19 will have an inequitable impact on communities. In addition to providing services/supports in one of the areas listed above, priority will be given to applications from CCH community partners (e.g. seed grantees, Steering Committee members, ShARP partners) that
work with populations experiencing inequities including communities of color, immigrants/refugees (including undocumented individuals), the gender/sexual minority community, and people living with disabilities.

**Size of Award:**
We anticipate the average award will be about $5,000 and encourage applicants to submit proposals of that size.

**Funds Available and Anticipated Number of Awards:**
The number of award will depend on the number of applications. Because this is a rolling application process, we may not be able to fund every application.

**Eligibility:**
Funds can be used to:

- Provide services or supports DIRECTLY related to the impact of the COVID-19 public health crisis in the Chicagoland region
  OR to:
  - Cover general operating costs or expenses to address demands and operational challenges at this time.

--Funds are NOT to be used for new/additional work or for research purposes, but rather to support activities or operational costs that an organization is already undertaking.

--Applications must be submitted by a community, faith-based, or civic organization. At this time, we are NOT accepting applications from community health centers or public agencies, but may consider expanding the opportunity if we have sufficient funds in the future.

--The applicant MUST be experiencing financial strain due to the COVID-19 pandemic.

--Maximum project length is 12 months.

**Application Process:**
Applications can be submitted after April 13, 2020 and will be accepted continuously until May 31, 2020. Grants will be distributed on a rolling basis to allow for the most flexible response to evolving needs. CCH leadership and CCH community partners will review applications with funding decisions to be made within 7 days of application submission. The number and amount of grant awards will be dependent on available dollars. Reviewers will consider the following criteria:

- Requests must address how the organization provides services in one of the priority areas listed above (e.g., mental health, food access).
- Requests must highlight how the applicant is directly impacted by COVID-19.
- Preference will be given to applications from CCH community partners (e.g. seed grantees, Steering Committee members, ShARP partners) that work with populations experiencing inequities including communities of color, immigrants/refugees (including undocumented individuals), the gender/sexual minority community, and people living with disabilities.
• Receipt of funds through the Community Recovery and Response Fund will not have any implication on the ability to receive other funding (e.g., seed grants) or support from CCH.

The review form to be used in evaluating applications is attached as the final page of this document.

**Required Application Materials:**

- **Statement of Need.** Describe how the COVID-19 pandemic has necessitated this request for funding. Whenever possible, substantiate with data.

- **Description of Proposed Activities.** Describe how funds will be used and how the organization's services align with the priority areas and populations above.

These two sections combined should be between 250-300 words.

- **Amount of funding requested** and a short description (1-2 sentences) of each item requested. Please include enough information that reviewers will know how funds will be spent.

**Reporting:**

Funding recipients will be required to share how funds were used and the impact of funds with CCH.

**Submission Process:**

*Applications should be submitted via email to cch-admin@northwestern.edu.* All applications will receive confirmation of receipt within 24 hours and a decision on funding within 7 days.

Questions regarding funding eligibility and focus can be sent to cch-admin@northwestern.edu

The current necessary social and physical distancing pose a challenge to the CCH stated mission and principles of community engagement and engaged research developed in collaboration with CCH partners and stakeholders.

Collaboration ♦ Respect ♦ Equity ♦ Transparency ♦ Impact remain our foundation for trusting relationships, sustaining partnerships, and ensuring that collaboratively identified goals are achieved in ways that are rewarding for all parties.

Additional guidance to help remain true to these principles has been collaboratively created by The Alliance for Research in Chicagoland Communities (ARCC).
CCH Community Response and Recovery Fund
Reviewer Criteria

Name of Reviewer: ____________________  
Date of Review: ____________________  

1. Does this application either a) provide services or supports DIRECTLY related to the impact of COVID-19 public health crisis in the Chicagoland region OR b) cover general operating costs or expenses to address operational challenges during the COVID-19 pandemic
   - Yes
   - No (if NO, end review here)

2. Does the organization provide services in one of the following priority areas: a) mental health services, b) Intimate partner violence, c) food or housing assistance, or d) accessing public benefits?
   - Yes
   - No

3. Does the organization/agency applying plan to use funds to work with one or more of the following priority populations: a) communities of color, b) immigrants/refugees (including undocumented individuals), c) the gender/sexual minority community, or d) people living with disabilities.
   - Yes
   - No

4. Is there a clear description of how the Response and Recovery funding will be used?
   - Yes
   - No

5. Is this application coming from a CCH community partner?
   - Yes
   - No

6. Do you recommend this application for funding?
   - Yes
   - No (if NO, end review here)

7. Do you recommend funding the full amount requested?
   - Yes
   - No
   (If NO, specify why not):

8. Are there any comments about the application that will help in making a decision about funding?