



## **2017 Better Choices, Better Health (BCBH) South Dakota Expansion and Implementation Mini-Grant Opportunities**

**Applications accepted NOW through July 1, 2017 or until all funds expended.**

**Overview:** South Dakota State University Extension, with funding provided by the U.S. Department of Health & Human Services, Administration on Aging, Prevention and Public Health Fund (PPHF), Chronic Disease Self-Management Education Programs, is pleased to announce *BCBH Mini-Grant Opportunities* for organizations or agencies in South Dakota to partner with the Better Choices, Better Health® (BCBH) SD to expand, implement, and sustain the program statewide.

BCBH is a chronic disease self-management program (CDSMP) following the evidence-based Stanford University's model. The curriculum teaches self-managed behavior modification and coping strategies to empower participants to better manage their chronic condition(s) and symptoms, increase their self-efficacy, and take charge of their lives.

For BCBH, a *Host Organization* is an agency or organization that oversees or sponsors BCBH implementation sites and/or leaders for the program. *Implementation Sites* are the physical locations where BCBH workshops are offered in the community. Host Organizations are vital to help drive the expansion of BCBH outreach statewide. Thus, we are pleased to offer mini-grants to further support expansion of BCBH to diverse and underserved populations, including low-income, rural, and frontier populations across SD.

Mini-grant dollars will provide organizations or agencies with funding needed to:

- Serve as a Host Organization and/or an Implementation Site for BCBH workshops or identify an appropriate workshop location to be an Implementation Site
- Support staff time for marketing and promotion of workshops
- Enroll participants in workshops within their organization
- Ensure attendance at BCBH workshops

Recipients will be linked with a BCBH Regional Contact in their area to help provide them with guidance to offer workshops, and arrange lay leaders to lead the workshops.

Email [betterchoices.betterhealth@sdsu.edu](mailto:betterchoices.betterhealth@sdsu.edu) for any questions about the application.

**Mini-Grant Award:** Grant recipients may receive \$500 per workshop, and can apply to provide up to three workshops, for a total of \$1,500. Mini-grant awards funds may be distributed as a lump sum (at the conclusion of the workshop) or in two payments (one up front and the other at workshop conclusion). Grantees will be asked to submit an invoice to obtain payment.

All materials and supplies needed to employ the BCBH SD workshop, such as books, survey tools, etc., will be provided and will not need to come from the \$500 mini-grant. Workshop leaders' stipends are not considered part of this mini-grant award and will be handled through the established BCBH process.



### Eligible Applicants:

- Must demonstrate an organizational commitment to serve their community
- Support diversity and underserved populations in SD
- Can support a workshop that will have the license required number (10-16) of participants

**How to Submit:** Email completed application and detailed budget with BCBH MINI-GRANT APPLICATION in the subject line to [betterchoices.betterhealth@sdstate.edu](mailto:betterchoices.betterhealth@sdstate.edu).

**Timeframe:** Applications will be accepted NOW through July 1, 2017. Notification of grant approval will occur within 2 weeks of receipt of grant application. Implementation, according to the requirements specified below, can begin immediately. Funds must be expended by August 30, 2017.

### Mini-Grant Requirements if Awarded:

- Grant recipients must have a Memorandum of Agreement (MOA) in place, or enter into an MOA with SDSU Extension prior to receiving any funds. A MOA will be required of all Host Organizations and Implementation Sites (if different from Host Organization).
- Workshops must begin within 8 weeks of grant notification
- Workshop scheduling / arrangements must be coordinated through established BCBH program procedures and processes
- Workshop grant dollars must be used for things such as: incentives for participants who attend 4 or more sessions of the workshop, marketing and promoting BCBH workshops through your organizational channels, staff time to help prepare for workshops and be in attendance in case of emergency needs, transportation costs to help workshop participants attend, etc.
- Ensure that all entities (i.e. Grantee, Host Organization, Implementation Sites) support and promote BCBH SD. As such:
  - Agreement to operate within the requirements of the organizational license, required by Stanford University, and owned by SDSU Extension;
  - Assures BCBH SD program quality assurance and program fidelity standards;
  - Work closely with the assigned Regional Contact and BCBH Administrative Team to support management of the BCBH SD program.



Learn more about BCBH at [www.betterchoicesbetterhealthsd.org](http://www.betterchoicesbetterhealthsd.org)

*Mini-grant funds are being provided by South Dakota State University which is an Affirmative Action/Equal Opportunity Employers and offer all benefits, services, education, and employment opportunities without regard for ancestry, age, race, citizenship, color, creed, religion, gender, disability, national origin, sexual preference, or Vietnam Era veteran status.*



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Complete on a computer (boxes will expand as you type); save as a digital file.  
Email completed application materials to [betterchoices.betterhealth@sdsu.edu](mailto:betterchoices.betterhealth@sdsu.edu)

### MINI-GRANT APPLICATION

Name of Grant Applicant					
Name of Host Organization					
Name of Implementation Site					
Mailing Address					
City		State		Zip Code	
Contact Person (Project Director of mini-grant)		Phone Number		Fax Number	
E-Mail of Project Director of mini-grant					
<input type="checkbox"/> By checking this box, my organization, _____, agrees to: ensure that all activities between the Grantee/Host Organization/Implementation Sites support and promote BCBH, operate within the requirements of the BCBH organizational license, adhere to all BCBH program quality assurance and program fidelity standards, and utilize funding as required in grant requirements.					
Signature of BCBH Mini-Grant Administrator				Date approved	
Signature of BCBH Mini-Grant Finance Officer				Date approved	
MOA Status: <input type="checkbox"/> already in place <input type="checkbox"/> included with grant application					

### PROJECT BUDGET

Item	Justification <i>(Workshop Location, Projected Start &amp; End Dates, Audience)</i>	Use of Funds <i>(i.e. line items, purpose)</i>	Cost
EXAMPLE	Location: XYZ Senior Center; Workshop Date: -May 3 to June 7, 2017 from 9:00am-11:30am; Audience: community members who regularly attend Senior Center activities	\$100 – marketing workshop (ads, posters); \$150 - incentives (Sr meal coupons, transportation tokens); \$250- staff time	\$500
Workshop #1			
Workshop #2			
Workshop #3			
<b>Total Cost</b>			

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