



2021 Cycle CATCH Planning & Implementation Grants Call for Proposals

Release Date: November 4, 2020 | Application Deadline: January 27, 2021, 3:00 pm CST

The Community Access to Child Health (CATCH) Program is a national initiative of the American Academy of Pediatrics (AAP) that supports pediatricians to lead innovative, community-based initiatives that increase children's access to optimal health or well-being. Grants up to \$10,000 are awarded annually on a competitive basis to pediatricians who plan to build broad-based community partnerships to address unmet child health needs. Funds of up to \$150,000 will be awarded this grant cycle.

Planning Grant

Up to \$10,000 is awarded to individual pediatricians or fellowship trainees for planning innovative, community-based initiatives that increase children's access to optimal health or well-being.

Requirements

- Project must be new in your community.
- Project must include plans for services and/or outreach to children in the community, not just those served in your practice.
- Project includes plans for community partnerships.
- Project is for planning activities only.
- Methods for measurement of project goals and objectives are clearly described.
- Budget reflects project timeline and activities.

Priorities

Planning activities should lead to a program that will:

- Demonstrate creativity or innovation in the designated community.
- Predominantly serve a population of children with unmet health needs or with demonstrated health disparities.
- Aim to develop strong, broad-based community partnerships.
- Assess children's health or well-being and/or increase access to needed health services not otherwise available.
- Be led by a pediatrician who plays a significant role in the project.
- Address an important need and likely achieve stated goals.
- Include plans for sustainability beyond the grant period.

Implementation Grant

Up to \$10,000 is awarded to individual pediatricians or fellowship trainees for the initial implementation or to pilot innovative, community-based initiatives that increase children's access to optimal health or well-being.

Requirements

- Project must be new in your community.
- Project must provide services and/or outreach to children in the community, not just those served in your practice.
- Project includes plans for community partnerships.
- Project is for the initial phase of implementation (can include a combination of planning and implementation activities).
- Methods for measurement of project goals and objectives are clearly described.
- Budget reflects project timeline and activities.

Priorities

Project activities should lead to a program that will:

- Demonstrate creativity or innovation in the designated community.
- Predominantly serve a population of children with unmet health needs or with demonstrated health disparities.
- Aim to develop strong, broad-based community partnerships.
- Assess children's health or well-being and/or increase access to needed health services not otherwise available.

- Be led by a pediatrician who plays a significant role in the project.
- Address an important need and likely achieve stated goals.
- Include plans for sustainability beyond the grant period.

Eligibility and Selection Criteria

- U.S. and Canadian general pediatricians, pediatric medical subspecialists, pediatric surgical subspecialists, and fellowship trainees are eligible to apply.
- National and Chapter AAP memberships must be current before grant funds can be disbursed.
- Active CATCH grantees must finalize and submit all grant project documentation in order to submit a new application.
- Applications are peer-reviewed by AAP District and Chapter CATCH Facilitators.

Special Funding Opportunity

CATCH is pleased to offer up to 7 grants this funding cycle that address health issues specific to rural communities. Grants can focus on reducing poverty, accessing care in a rural community, assessing the social determinants of health as well as the barriers rural communities face. Grants can also include assessing resources available in rural areas and/or implementing needed programs/services.

Note: These grants are part of the general Call for Proposals and therefore must follow the same application and reporting procedures and meet the same eligibility and selection criteria. To be considered for this targeted funding opportunity, applicants must describe in the application how their project will address health issues specific to rural communities.

Assistance with Proposal Development

- Applicants are strongly encouraged to contact their [Chapter CATCH Facilitator](#) to strengthen their proposal.
Note: Applicants are awarded points for receiving assistance from facilitators and staff.
- Canadian applicants are encouraged to seek technical assistance by contacting CATCH staff at catch@aap.org.
- Application and budget reviews also are available from CATCH staff at catch@aap.org.
- For descriptions of previously awarded CATCH grants visit our Community Pediatrics [Funded Projects List](#). Criteria may change from year to year, so please contact your Chapter CATCH Facilitator or CATCH staff before modeling your proposal on a past grant.

Application Procedure

- Applications must be submitted [online](#).
- Attachments to applications are optional, not scored, and may not be used to respond to application questions.
- Citations/references are optional.
- You may include up to four pages of attachments; for example, citations/references, minutes or agendas from community meetings; flyers; letters of support, especially from AAP state chapters and current or future community partners.
- Each attachment must include the applicant's full name.

Budget Guidelines

Budget MUST:

1. Clearly support the grant activities in addition to goals and timeline outlined in your application.
2. Include a complete description of each activity and expense.
3. Include a formula for ALL line items.
4. List each activity on a separate line.

Unallowable Expenses

- Supplemental funding to previously awarded grants or existing programs
- Any payment to a pediatric care provider* or dentist
- Any clinical encounter i.e., any service that is deemed a billable encounter
- Professional development (conferences or educational/training activities)
- Educational materials for a pediatric care provider* or medical student

- Speaker fees or speaker travel reimbursement
 - Quality improvement projects that do not meet application and budget criteria
 - Research projects, such as clinical trials
 - Health fairs or one-time events
 - Building or office construction, maintenance, or repairs
 - Capital equipment (i.e., durable items lasting beyond the project timeline)
 - Medical equipment, medical supplies, or pharmaceuticals (Exception: select supplies for oral health projects)
 - Indirect costs or fiscal agent fees
- *Pediatric care provider includes a physician, nurse practitioner, or physician assistant

Budget Guide for categories, expenses, and maximum allowance for each.

| Activity Description This list of activities is not comprehensive. | Include description and formula for all expenses. | Maximum Allowance (USD) |
|--|---|--------------------------------|
| Personnel <ul style="list-style-type: none"> • Community asset mapping • Design and production of needs assessment/evaluation survey • Outreach • Care coordination • Translation of surveys and/or materials • Data analysis • Grant writing • Project coordination/administration | \$ per hour x number of hours Describe staff person, activities, and responsibilities. | \$7,000 |
| Meetings <ul style="list-style-type: none"> • Focus groups • Planning/collaboration • Task force • Advisory board meetings | Meals, beverages, staff transportation, and meeting materials | \$2,000 |
| Participant (parents, caregivers, children) Expenses <ul style="list-style-type: none"> • Child care • Transportation • Incentives | Specify | \$4,000 |
| Resources, Equipment, & Educational Materials <ul style="list-style-type: none"> • Support program activities | Specify | \$4,000 |
| Promotion/Supplies <ul style="list-style-type: none"> • Flyers, posters, mailings, media • Printing • Telephone • Consumable office supplies | Specify | \$2,000 |
| Technology Development <ul style="list-style-type: none"> • Web site • Mobile application | Specify | \$3,500 |
| Other program expenses <ul style="list-style-type: none"> • Activities that are not listed above | Specify | TBD based on need |
| TOTAL MAXIMUM ALLOWANCE \$10,000 | | |
| If your budget includes salaries, please justify by relating each staff position to a specific outcome. | | |

Sample CATCH Planning Grant Budget

| Activity Description | Description and Formula | \$ Amount (USD) |
|---|--|------------------------|
| <u>Personnel</u> | | |
| Community asset mapping | \$37.50/hr x 40 hrs = \$1,500 | 1500 |
| Translation | Surveys, tools, flyers: \$30/hr x 35 hrs | 1050 |
| Administrative assistant | Clerical support, meeting preparation, maintain project goals checklist, collect meeting sign-in sheets, accounting support: \$15/hr x 150 hrs | 2250 |
| Data analysis | \$30/hr x 6 hrs | 180 |
| <u>Meetings</u> | | |
| Collaboration/planning meetings with community partners and project staff | 4 meetings x \$200 per meeting for food, beverage, materials for 10 participants | 800 |
| Focus group meetings to identify barriers to health care | 4 meetings x \$100 per meeting for food and beverage for 10 participants | 400 |
| <u>Participant Expenses</u> | | |
| Participant travel to/from focus group meetings | 40 bus passes @\$5.00 each | 200 |
| Child care during focus group meetings | \$60 x 4 meetings | 240 |
| Focus group incentives | \$25 gift cards x 40 participants | 1000 |
| TOTAL | | 7,620 |
| TOTAL MAXIMUM ALLOWANCE \$10,000 | | |

Sample CATCH Implementation Grant Budget

| Activity | Description and Formula | \$ Amount (USD) |
|---|---|------------------------|
| <u>Personnel</u> | | |
| Outreach to community programs | Contacting community programs to determine suitability for inclusion in the program. 30 hrs@\$15/hr | 450 |
| Project coordinator | Recruitment of patients in the ED (must be bilingual Spanish); entering patient details into text messaging platform; disseminating information regarding the program; assessing follow up at the Adolescent Health Center/Dental/Mental Health/Optomety. 8 hrs/wk x 25 wks@ \$15/hr | 3000 |
| Evaluation/Data analysis | Flat rate \$1000 | 1000 |
| Translation of text messages into Spanish | Translating text messages into Spanish and ensuring there are 160 characters (standard text message length). 30 hrs at \$15/hr | 450 |
| <u>Meetings</u> | | |
| Focus group meetings with youth for feasibility of the texting program by those patients enrolled | Food for 3 meetings @ \$100/meeting | 300 |
| <u>Participant Expenses</u> | | |
| Participant incentives | 6 youth per meeting x 3 meetings 18 gift cards @\$25 ea | 450 |
| <u>Promotion/Supplies</u> | | |
| Flyers for the ED | Flyers to be distributed within the ED informing patients about the program. 1,500 flyers @ \$0.25 each | 375 |
| Office supplies/telephone usage | Consumable office supplies, as needed @\$250 | 250 |
| <u>Technology</u> | | |
| Text Messaging | Developing the content and creating the text messages for the program; ensuring that the text messages are delivered appropriately; carrying out follow up for all patients in the program. Estimated @\$1,725 | 1725 |
| | TOTAL | 8,000 |
| TOTAL MAXIMUM ALLOWANCE \$10,000 | | |

Key Dates and Deadlines

January 15, 2021

You may request assistance with proposal development from either your [Chapter CATCH Facilitator\(s\)](#) or CATCH staff at catch@aap.org up until this date.

January 27, 2021, 3:00 pm CST

Application deadline.

By May 3, 2021

Applicants receive email notice of funding decisions.

By June 3, 2021

Grantees submit signed award documents.

June 30, 2021

Projects begin and are 12-months in length.

Reporting Procedures

Grant funds will be disbursed in one installment at the start of the project. A final report including financial reporting will be due within 60 days after the 12-month completion date, or extended completion date. One 6-month extension is allowed.

Fiscal Agent

Grantees must appoint a tax-exempt fiscal agent once they receive their award notification. A fiscal agent is a proxy that manages fiscal matters on behalf of another party. Some examples include a state AAP chapter, university, school of medicine, or health department. This is a requirement for the grantee to avoid personal tax liability per federal tax law. **The institution or organization that acts as fiscal agent cannot be the grantee or co-grantee.**

Sunshine Act Reporting

Some funds that support CATCH grants may be subject to Sunshine Act reporting. Please check with your institutional policy, if applicable. Should this apply to your grant, we will notify you when payment is made. For questions, email catch@aap.org.

Publicity

The AAP may include information about your project in its program evaluations, publications, and promotional and technical assistance materials. In addition, descriptions of CATCH grant-funded projects are posted on the AAP Community Pediatrics [Funded Projects List](#).

The CATCH Program is made possible through the support of Roots & Wings Foundation with additional support from various AAP Sections and Councils and individual donations through the AAP Friends of Children Fund.

On behalf of the children, the CATCH Program thanks its financial supporters, community partners, District and Chapter CATCH Facilitators, AAP chapters, AAP staff, the AAP membership, and most importantly its pediatrician CATCHers.

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