



2027 Healthy Communities Micro Grant (HCMG) Request for Proposal (RFP)

Introduction

The Delaware Public Health District (DPHD), Community Health Division, announces the availability of up to \$20,000 in reimbursable grant funds that can be used towards projects that improve access to healthy food and encouraging healthy eating as well as increasing opportunities and engagement in physical activity with the goal of reducing chronic disease in Delaware County.

A healthy diet and regular physical activity help lower the risk of chronic diseases such as heart disease, diabetes and some cancers. However, not all people have the same opportunities to be physically active or easily obtain healthy foods. The Healthy Communities Micro Grant (HCMG) program has a focus on Policy, System, and Environmental (PSE) changes to create settings that allow and promote sustainable healthy behaviors. “HEAL” is an acronym or term often used by public health professionals to describe Healthy Eating and Active Living work.

The HCMG program at the DPHD funds quick-to-implement projects and will be awarded based on the number and scope of proposals received, recommendations from the review panels, and final approval from the DPHD Leadership Team and Board of Health. The DPHD holds no commitment to funding any specific number of projects, nor does the DPHD hold any commitment to specific funding levels for awarded projects. DPHD reserves the right to modify the number of grants awarded or amount of funding based on the applications, geographic representation, and funds available.

The HCMG also assists the Partnership for a Healthy Delaware County (The Partnership) in supporting the implementation of the Community Health Improvement Plan (CHIP).

Healthy Eating & Active Living (HEAL)

PSE changes related to HEAL are projects and initiatives that go beyond one-time events or programming and hope to impact non-medical factors and otherwise make healthy choices accessible, and easier. Examples of PSE strategies and priority project examples that have been shown to support and improve HEAL are provided below; however, this list is not exhaustive. The DPHD and HCMG review committee will consider projects that are not described below but are evidence-based, aligned with local, state and national health improvement goals, or are community driven projects that seek to improve healthy eating and active lifestyles.

HEALTHY EATING		
Main Strategy	Strategy Suggestions (not an exhaustive list)	Allowable Budget Items Suggestions (not an exhaustive list)
Community Gardens	Community gardens can take many shapes and forms. From a large garden that supplies a local food pantry to small plots gardened by neighbors, community gardens reflect the needs, and the desires of people directly involved in the management and upkeep. Strategy suggestions include: • Season extension supplies (i.e., high tunnels/hoop houses). • Creating new or expanding/improving existing community gardens. • Ensuring gardens are inclusive to people with disabilities and/or mobility issues. • Developing gardens for specific populations (i.e. school gardens, gardens at shelters or facilities, teen gardening program, etc.). • Implementing hydroponic for year-round use. • Implementing contain/porch gardens. • Implementing equipment to improve the garden and keep harvested produce fresh for distribution.	• Signage • Advertising • Printing • Seeds • Starter plants • Gardening tools (shovels, etc.) • Garden hoses, rain barrels • Water line installation • Lumber for raised beds • Raised Bed Kits • Soil and fertilizer • Season extension supplies • Protective fencing, storage shed • Hydroponic equipment • Food Dehydrator • Mini Fridge to store produce if harvested before distribution
Farmers' Market	A farmers' market is a public and recurring assembly of farmers or their representatives selling the food that they produced directly to consumers. Implementing this strategy could include tasks such as: • Setting up Electronic Benefits Transfer (EBT) machine or Point of Sale (POS) system to accept SNAP, Produce Perks, WIC, and Senior Vouchers. • Implementing or expanding the use of nutrition benefit programs such as Produce Perks, WIC, and Senior Vouchers. • Creating a new market or expanding an existing one. • Establishing a mobile ordering for farmers' market	• Signage • Advertising • Printing • Produce stands/baskets • Collapsible Cart or Dolly to Move Market Equipment • Shelving • EBT machine or POS system to accept SNAP • Tents, tables, chairs • Refrigerated bags (no logos) • Portable handwashing stations
Food Banks/Pantries	A food pantry is an individual site that distributes food directly to those in need who reside in a specified area. A food pantry often is a member agency of, and obtains food from, a food bank. The client	• Signage • Advertising • Produce stands or baskets • Shelving • Refrigerators or freezers

	choice pantry model allows clients to select their food from the pantry's food stock instead of receiving a pre-packed or standard bag of groceries. Strategy ideas include: • Expanding food availability through purchase of refrigeration/freezers, produce stands/baskets, shelving. • Converting an existing pantry to a client-choice model. • Establishing a new client choice food pantry. • Developing a pantry for designated populations (i.e. students, seniors). • Establishing travel/Pop-up pantry/ Blessing boxes.	• Shopping carts (for client choice) • Supporting Wellness at Pantries (SWAP) materials or other resources to educate and inform about healthier food options • Food service equipment • Water bottle filling station
ACTIVE LIVING		
Active Commute Support	This strategy focuses on supporting and encouraging active commute (walking, biking, rolling, public transit) to everyday destinations such as work, retail, or services. Suggestions for strategy implementation include: • Convenient, covered, and secure bicycle parking. • Bicycle repair stands, tools, and tire pumps. • Striping bike lanes. • Signage and wayfinding. • Road crossing safety improvements – high visibility crosswalks, pedestrian signs, flashing beacons, traffic signals, etc. • Bike and Pedestrian Awareness and Educational Campaigns such as Walk and Bike to School Day, etc. • Worksite-specific bike share programs.	• Signage and wayfinding • Permanent trail counters • Rest and hydration stations • Lighting • Benches, trashcans, information kiosks, • Bike racks, bike fix-it stations • Paint for striping bike lanes or crosswalks • Supplies for bike & pedestrian awareness events (e.g., reflectors, helmets, etc.)
Bike Share	This strategy is focused on creating a bike share system within the community such as schools, libraries, or park districts, or for designated populations (e.g., aging populations, individuals experiencing housing or transportation insecurity, etc.). There are several different bike share models, and DPHD can provide technical assistance and guidance on choice of model and recommendations on implementation. Models include: • 'Book a Bike' - typically run by a local library or other partner.	• Bikes (not for individual ownership, assignment, or distribution) • Bike racks parking or storage • Bike locks • Bikeshare software setup • Helmets • Bike baskets or trailers

	• Docked systems. • Dockless systems.	
Parks and Playground	A public space within the local community for people of all ages to enjoy outdoor recreation. Specific activities may include: • Establishment of a new park or playground which could be for specific use (i.e. bike or skateboard park, basketball court). • Completing updates to an existing park or playground. This can include new playground equipment, surfacing, lighting, or sunshades. • Focus on enhancements that are inclusive of all ages and abilities.	• Park and playground equipment • Drinking water fountains • Trash cans • Benches • Lighting • Shade structure • Fencing • Dog waste stations
Shared Use	Agreements with a school, church, or other entity that allow for public use of recreation facilities such as playgrounds, sports fields, or gymnasiums. The policy outlines the rules around shared use, including eligible activities and times the facilities are open to the public. Activities may include: • Creating MOU with a school, church, or other entity that owns the shared use property. • Create a “lending library” of equipment to use at the shared-use facilities.	• Physical activity supplies, such as sports or exercise equipment (not for individual ownership, assignment, or distribution) • Cleaning supplies

Eligibility & Grant Requirements:

Grant funds will be awarded only to eligible organizations operating within the DPHD jurisdiction and will not be awarded to individuals. The maximum funding amount available is \$2,500 per proposal.

Payment of awarded funds is treated as a reimbursement and remitted only upon the submission of complete and proper invoices and supporting expense documentation periodically and/or at the completion of the project.

Proposals will be accepted from:

- Local units of government (e.g., city, village, or townships), non-profit 501-c(3) organizations, school districts, universities, pre-schools, and libraries located within the DPHD jurisdiction.
- Other organizations (e.g., small businesses, or private daycares) with innovative project proposals that clearly demonstrate alignment with the goals of the program and are implemented in partnership with non-profit or government organizations.

Additional requirements of funded grant recipients include:

- Identify a legal authority to sign contracts on behalf of the organization.
- Complete all requirements outlined in the project proposal and notice of award letter.

Funds expensed and submitted to the DPHD for reimbursement must be identified, pre-approved, and used solely for purposes as specified in the grant proposal and executed agreement. The use of funds for prohibited purposes will result in the loss of grant funds and may require the recipient to return the funds to DPHD. Grant funds **may not** be used for the following:

1. To advance political or religious points of view, or for fund raising, lobbying or any efforts towards influencing appointed or elected officials;
2. To disseminate factually incorrect or deceitful information;
3. Personnel salaries, or any associated personnel fringe benefits or contributions; or travel/mileage;
4. Bad debts, fines, or penalties of any kind;
5. Contributions or donations to a contingency fund, scholarship programs, endowment, or non-profit organization;
6. Entertainment, membership, bank, or interest fees;
7. Costs to rent equipment or space;
8. Costs for purchase or construction or renovations of a building (capital improvements) that are responsibility of the owner and/or do not directly relate to increasing physical activity, healthy eating, or disability inclusion/health equity;
9. Inpatient/outpatient services;
10. Meals, or other Food & Beverages that are provided to staff, clients, or customers
11. Promotional or branded (logo) items;
12. Costs related to the construction of sidewalks and/or trails;
13. Concrete pads for installation of permanent infrastructure;
14. Fruit and vegetable incentives or prescription vouchers;
15. Office furniture, equipment or supplies that are not necessary for project implementation.

Questions about project eligibility or budget items that are allowable for reimbursement should be submitted to Abbey Trimble (atrimble@delawarehealth.org) by **Friday, October 2, 2026**.

To apply for funds, please complete the electronic application form by visiting the link below. Applications will be accepted until 4:00pm on October 16, 2026.

<https://forms.delawarehealth.org/Forms/grant2027>

Application and Review Process:

Project proposals will start being accepted Monday, August 31, 2026, and must be submitted electronically by Friday, October 16, 2026. Proposals must include all required sections, and any follow-up requests from the HCMG review committee must be addressed to be considered for funding. Funding decisions will be made through a Notice of Award (NOA) letter sent via email and are expected to be announced by December 11, 2026.

Submitted applications are reviewed by a volunteer committee that includes members of the Partnership for a Healthy Delaware County, community members, and representatives from local organizations. The review committee provides funding recommendations to the DPHD, with final decisions approved by DPHD Senior Leadership and the DPHD Board of Health.

An official Notice of Award (NOA) will be sent via email attachment to the lead contact person identified on proposal submission. The NOA will include details of the funding award, requirements for funding reimbursement, and further directions to complete the Contract. ***If a recipient does not respond to, or fails to sign and execute the Contract, the recipient will fail to meet grant requirements, therefore nullifying the NOA.***

Full Project Application:

The following section is for informational purposes only and is intended to provide a preview of the information requested and maximum score available for each prompt. All project proposals must be submitted electronically using the form link provided above in the "Application and Review Process" section.

Application	Max Scoring Value
Project Title:	--
Agency/Organization Name:	--
Agency/Organization Address:	--
Lead Contact Name & Title:	--
Lead Contact Email & Phone Number:	--
Secondary Contact Name & Title:	--
Secondary Contact Email & Phone Number:	--
Please Select the Best Fit Description for Your Agency/Organization: • Non-Profit • Local Government/Municipality • Private, For-Profit Business • Other, please describe:	--
Total Funding Amount Requested (maximum \$2,500): \$	--
Project Overview: Tell us about your project. Why did you choose it, and what problem or need does it address? Explain what you hope to achieve, the short term (within one year) and long term (within 5 years).	5
Community Need: Describe the need for your project in your community. What local trends, data, or gaps show that this project is important? Include barriers or challenges some people in your community face that the project will help address. Use recent health data from the Delaware County Health Assessment (CHA) or other credible sources if possible.	8
Policy, System, or Environmental (PSE) Change: Explain how your project will make a difference. Will it change behavior(s), improve systems, create new opportunities, or make your environment healthier? How will it affect individuals, groups, or the community?	6
Strategic Alignment: Show how your project supports the 2023-2026 Delaware County Community Improvement Plan (CHIP). If your project also aligns with other local planning documents (like Comprehensive Plans or Master Plans), describe that here.	5
Health Equity Considerations: Explain how your project helps people or families who face social or economic disadvantages or are at higher risk for poor health outcomes. How did you involve these groups or get their input when planning your project?	8
Community Partnerships: List any partners helping with your project (other organizations, community groups, volunteers). Was community input used to shape your project? How will participants and volunteers be recruited, if needed?	7
Evaluation: How will you know your project is successful? What results or stories will show the impact? Examples: photos, videos, interviews, surveys, or before-and-after measurements. Identify at least one specific outcome you will track. Note: Funded projects may be asked to share their successes at a Partnership for a Healthy Delaware County meeting.	6
Budget & Budget Justification: Upload a budget table showing how funds will be spent (equipment, supplies, advertising, printing, etc.). Use a narrative justification to explain why each expense is necessary and how it supports the project. If you are using any matching funds from other sources, describe them here. *Please note, only one document or file will be able to be uploaded and attached to the proposal submission.	5
Total Max Score	50