

Washington State Department of Health Request for Application (RFA)



Application Title: Birth Equity Project

Estimated Funding Range: Awards will range from \$75,000 to \$200,000 per federal fiscal year

Expected Number of Awards: Three (3) – Six (6)

Funding years: 2.5 years of funding will be available

Application Timeline

This schedule is subject to change at the discretion of the Washington State Department of Health (DOH). DOH must receive all required documents by the due dates and times specified.

Application Release Date	Thursday, November 10 th , 2022
Informational Call (registration required)	Noon-1:00 PM, Monday, November 14 th , 2022
Budget Support Call (registration required)	6:00-7:00 PM, Tuesday, November 15 th , 2022
Coaching and grant writing assistance	Monday, November 14 th – Sunday, December 18 th
Application Due Date	Monday, December 19th, 8:00 AM
Estimated Notification of Contract Awards	January 16 th , 2023
Estimated Contract Start Date	March 1 st , 2023
Estimated Period of Award	March 1 st , 2023 – September 30 th , 2025
Email Applications and Questions to	Caroline Sedano Caroline.Sedano@doh.wa.gov

Funding purpose and background

The DOH Birth Equity Project funding seeks to address and reduce the racism faced by birth workers and families of Black/African American, African Immigrant, American Indian/Alaska Native (AI/AN), and Pacific Islander (PI) communities in our state. DOH will invest in community-based birth worker organizations that reflect the communities they serve.

Birth Equity Project goals

We worked with a community advisory board -- Birth Equity Advisory Committee -- to define the project goals. This committee is made of doulas, midwives, childbirth educators, parents, caretakers, and other community birth workers from the priority communities of this project. They helped define project goals as:

1. Birthing people are healthy and can have a birth the way they want it.
2. Birthing people are treated as experts in their own care, and their concerns are taken seriously.
3. Birthing people have access to resources without fear of discrimination, violence, or deportation.
4. Birthing people have access to care that incorporates both Western medicine and traditional practices.
5. Birthing people have access to doulas and midwives.

We partnered with two organizations to hold listening sessions with Black and African American, African Immigrants, American Indian/Alaska Native, and Pacific Islander families and birth workers to understand the challenges to birth equity in our state. The listening sessions highlighted the systemic racism Washington's birth workers and birthing families experience in Western medical establishments. Themes from these listening sessions include:

- Racism creates barriers to care and prevents the delivery of culturally appropriate care.
- Racism negatively affects the physical, emotional, and spiritual health of birth workers and the families they serve.
- Our systems have undermined the credentials of birth workers and failed to recognize lived experience as an asset.
- There is a deep need for allyship, mentorship, and co-conspirators within the birth worker community.

2021 birth certificate data show that Black/African American, AI/AN, and PI families have a higher risk for one or more negative pregnancy and birth outcomes when compared with all other racial/ethnic groups. You can find more about Washington birth equity data on the [Birth Equity Project website](#).

Eligibility

Organizations, groups, or entities serving Black/African American, African Immigrant, AI/AN, and PI pregnant people and families in their Washington state service delivery region are eligible. Funds will serve organizations:

- Currently led or founded by Black and African American, AI/AN or PI birth workers, who reflect the community the organization serves.
- Committed to disrupting racism in the perinatal health care system and reducing the discrimination that birthing people from priority communities experience.
- Committed to recognizing the full rights and control of a birthing individual over their body.
- Who recognize that birthing people are experts in their own care and can have their birth the way they want it.
- Committed to incorporating traditional or culturally specific practices into the care they provide.
- Who have 50% or more of the staff reflective of the community the organization serves, and 50% or more of the board if a 501(c)(3) or 50% or more of leadership.
 - Organizations are led and staffed by trusted members of the community.
 - Limited Liability Corporations (LLCs) and Community Based Organizations are eligible to apply.

Community priorities for funding

DOH seeks to fund organizations that are owned or operated by and serve the following communities:

- American Indian/Alaska Native (AI/AN), regardless of tribal affiliation
- African Immigrants
- Black/African American (Descendants of Enslaved Africans living in the United States)
- Pacific Islander (PI)

Funding priorities – DOH will prioritize applications that include the following elements:

1. Services that support Black/African American, African Immigrant, AI/AN, and PI pregnant and birthing people during the prenatal, labor and delivery, and perinatal period (0-2 years).
 - At least 60% of the program budget should go toward serving families.
 - We will prioritize community-led services that include: doula care, perinatal peer support, childbirth educators, lactation education, reproductive support (including birth control or pregnancy loss), midwifery, and perinatal mental health services.
 - Providing community-led services with staff reflective of the communities they serve.

2. Services that disrupt and help minimize the racist impacts on Black/African American, African Immigrant, AI/AN, and/or PI pregnant and birthing people during the prenatal, labor and delivery, and perinatal period (0-2 years).
3. Services that build the capacity and sustainability of Black/African American, African Immigrant, AI/AN, and/or PI birth workers.
 - Applicant activities can include: efforts to hire, train, mentor, support and/or expand the reach of birth workers or services. Organizations that provide services to promote access to culturally responsive and community-specific trainings.
4. Services or programs that expand access to and provide support navigating the perinatal resources available for the Black/African American, African Immigrant, AI/AN, and PI community.
 - Community-led services can include: community liaisons helping connect people to resources, and community outreach events to help pregnant people find resources.
5. Services that reduce barriers to transportation, childcare, housing, employment.
 - These could include gift cards or linkage to social support services.

Information call

DOH will hold two informational calls for interested applicants. These will be an opportunity to ask clarifying questions about the RFA and application process. Applicants will also learn about grant writing support available to them during this call. The calls will be recorded and posted to the [Birth Equity webpage](#). Please register using the link below to receive a confirmation email with information about joining the call.

When: Monday, November 14th, 2022 at 12:00 PM Pacific Time (US and Canada)

Topic: Birth Equity Project Request for Application Information Call #1

Register in advance for [this informational call](#)

When: Tuesday, November 29, 2022 06:00 PM Pacific Time (US and Canada)

Topic: Birth Equity Project Request for Application Information Call #2

Register in advance for [this informational call](#)

Budget support call

DOH will be holding a call to support budget development for interested applicants. Please register using the link below to receive a confirmation email with information about joining the call.

When: Nov 15, 2022 at 6:00 PM Pacific Time (US and Canada)

Topic: Birth Equity Project: Budget support call

Register in advance for [this budget support call](#)

Grant writing assistance

Option one:

You may email Dr. Laura Portolese at drlaurabp@outlook.com directly to schedule a one-on-one coaching session. In your email, please note your availability on dates and times you wish to have the half-hour session.

Option two:

You may visit during Open Coaching Sessions, the schedule is below. These sessions are drop-in, drop out, so you may pop in anytime for quick questions or come at any time for a longer conversation:

<https://us06web.zoom.us/j/9487431489?pwd=cE4waCtwVnpad0Jva1BCM1d4SWtwQT09>

DOH BEP Open Coaching Hours

*Drop in anytime during these hours to get [Click here to drop in and get your questions answered!](#) Or, email Dr. Laura Portolese @ drlaurabp@outlook.com to set up a time other than the ones listed below. [If a passcode is required, use: 897208](#)

Monday, December 5, 2022	4:00 p.m. to 8:00 p.m. PST
Tuesday, December 6, 2022	4:00 p.m. to 9:00 p.m. PST
Thursday, December 8, 2022	2:00 p.m. to 5:00 p.m. PST
Friday, December 9, 2022	11:00 a.m. to 4:00 p.m. PST
Saturday, December 10, 2022	10:00 a.m. to 2:00 p.m. PST
Monday, December 12, 2022	1:00 p.m. to 5:00 p.m. PST
Monday, December 12, 2022	5:00 p.m. to 9:00 p.m. PST
Tuesday, December 13, 2022	2:00 p.m. to 5:00 p.m. PST
Tuesday, December 13, 2022	5:00 p.m. to 9:00 p.m. PST
Wednesday, December 14, 2022	1:00 p.m. to 5:00 p.m. PST
Thursday, December 15, 2022	12:00 p.m. to 3:00 p.m. PST
Friday, December 16, 2022	12:00 p.m. to 3:00 p.m. PST
Sunday, December 18, 2022	5:00 p.m. to 9:00 p.m. PST

Note: We encourage all applicants to schedule a session for budget development.

Please join the informational call on November 14th to learn more about this support.

Fiscal requirements for DOH contracts

If an organization is awarded a grant, they will be known as a “subrecipient.”

1. We will set up Birth Equity subrecipient contracts for cost reimbursement. This means the subrecipient will submit invoices for allowable costs they have accrued and will then be reimbursed by invoicing DOH.
2. Invoices must include background documentation, including but not limited to:
 - a. A detailed general ledger report for employee salaries and wages
 - b. Copies of receipts for transactions over \$2,500
 - c. Pre-approval for out-of-state travel
 - d. Documentation of gift card distribution (including name of recipient and date distributed)
 - e. For more information, please review the [subrecipient matrix on our website](#).
3. Subrecipients can submit invoices per their preference, for example, each month or per quarter.
4. Invoices take a minimum of 2-3 weeks to process after DOH receives them.
5. Washington Unified Business Number, Federal Tax, and Statewide Vendor numbers are required to contract with DOH and receive payment.
6. We encourage organizations to work with a fiscal sponsor. If you are applying with a fiscal sponsor, please connect with caroline.sedano@doh.wa.gov before submitting your application.

Year one budget considerations:

Contract year one is estimated to be between six and nine months of program work. DOH will negotiate with successful applicants to develop an adjusted year one budget. Year two and three will be 12 months of program work.

Reporting requirements for DOH contracts

1. Submit quarterly reports to DOH program staff by email. Reports may include:
 - a. Total number of participants reached, or number of hours spent serving participants.
 - b. Participants served by race/ethnicity.
 - c. Births to clients served.
 - d. Survey or other qualitative data on birthing experiences of clients served.

Note: Awarded applicants will work with the DOH program evaluator to determine additional reporting requirements.

2. Participate in bi-annual Birth Equity Project summits.
 - a. Share best practices and program updates and participate in peer learning opportunities with other funded applicants. Summits are hosted by DOH. More information will be available to funded applicants in 2023.
3. Participate in quarterly meetings with DOH program and evaluation staff.
 - a. Meetings may be more frequent in the first six-12 months to support new contractors with contracting, invoicing, and program implementation needs or technical assistance.
4. Present at least one program update to a community advisory group (remote or in person).

Completed applications checklist:

1. Applicant Information Sheet – Completed applicant information and application (Page 7).
2. Letter of interest – Explaining how the project aligns with and meets the funding priorities listed on Page 8 (maximum of 3 pages using the template below).
3. Project work plan – Use the template below on Page 8 (maximum of 3 pages).
4. Project budget – Template attached.
5. Letters of support (requirements listed below on Page 10).
6. Roster of organization's current staff and board of directors – Template on Page 11.

Formatting requirements

- Use 12-point font in all materials
- Double spaced
- Follow the page limits listed in the checklist

Application process and scoring

1. Completed application materials are due **Monday, December 19th, 8:00 AM**. Please email all materials to Caroline.Sedano@doh.wa.gov in PDF format and the budget template as an Excel file.
2. The Birth Equity Advisory Committee will score applications. The Birth Equity Advisory Committee members include doulas, midwives, childbirth educators, parents, and other community birth workers from the priority communities of this project.
3. High scoring applicants will be asked to schedule a discussion with the advisory committee. This meeting will allow the committee to ask follow-up questions and clarifications about the applicant's materials.
4. Funding decisions will be announced in **mid-January of 2023**.

Scoring criteria (130 pts)

Eligibility (20pts)

- Application is complete and includes all required elements from the checklist.
- Applicant serves least one of the following communities: Black/African American, African Immigrant, PI, AI/AN.
- Services support families during the prenatal, labor and delivery, and perinatal period (0-2 years).
- Staff and board are over 50% Black/African American, African Immigrant, AI/AN, or PI.
- TIN included in Applicant Information Sheet.

Community support (15 pts)

- At least 3 letters of support included in application.
- Letters of support are from the community and indicate applicant is already seen as a trusted resource in the community.

Letter of interest (50 pts)

- Brief overview of organization.
- Description and purpose of proposed project.
- Connect your project's work to addressing the harms done by racism.

- Ways your project will help promote and advocate for a birthing individual's full control and right over their body. Show how your work will help increase a birthing individual's choice, control, autonomy, and voice in their care.
- Description of how you will complete the activities in your project, including those outlined in the scope of work. Include what you plan to do, how you will do it, who will do the work, and when.
- Description of your approach to provide mentorship, reflective or therapeutic supervision, and/or development opportunities to staff, volunteers, or community support.
- Project will build capacity and sustainability within the Black/African American, African Immigrant, AI/AN, or PI communities.
- Ways your approach will improve birth outcomes.
 - Birth outcomes impacted could include: gestational diabetes or hypertension, access to prenatal care, pre-term birth, low birth weight, birth experience, breastfeeding, infant mortality, maternal mortality.

Work plan (30 pts)

- Includes at least two goals.
- Includes proposed project activities with milestones and due dates.
- Demonstrates tangible services for clients.
- Explains how your approach will support birth workers.
- Connects goals to how you will address the impacts and harm of racism and loss of body autonomy or rights.
- Timeline is attainable and reasonable.

Budget (15 pts)

- Itemized budget is included and aligns with goals in project letter.
- At least 60% of the budget is going toward serving families.
- Total project budget is reasonable and seems adequate for the proposed project.

1. APPLICANT INFORMATION SHEET

NAME OF ORGANIZATION			
ADDRESS			
PROJECT MANAGER			
TITLE			
TELEPHONE			
EMAIL			
TAX IDENTIFICATION NUMBER (TIN)	Number:		
WA UBI number **	Number:	Plan to Apply for number: Yes	<input type="radio"/> No <input type="radio"/>
Statewide Vendor **	Number:	Plan to Apply for number: Yes	<input type="radio"/> No <input type="radio"/>
Unique Identifier **	Number:	Plan to Apply for number: Yes	<input type="radio"/> No <input type="radio"/>
PROPOSED BUDGET YEAR 1			
PROPOSED BUDGET YEAR 2			

Print Name of Authorized Signatory

Signature of Authorized Signatory

Title/Date

**** If you do not have these numbers at the time of your application, you will need to apply *and receive them* before having a contract in place with WA DOH. Allow at least 30 days to get these numbers.**

You can use the following links to request these numbers:

- WA UBI: [Registrations and filings required for businesses | Washington Department of Revenue](#)
- Statewide Vendor Number: [Vendor Payee Registration | Office of Financial Management \(wa.gov\)](#)
- Follow this link for more support applying for this number: [Apply for a Statewide Vendor Number](#)
- Unique Identifier: [Unique Entity Identifier Update | GSA](#)

Year one budget considerations: Contract year one is estimated to be between six and nine months of program work. DOH will negotiate with successful applicants to develop an adjusted year one budget. Year two and three will be 12 months of program work.

2. LETTER OF INTEREST GUIDELINES [no more than 3 pages]

- Provide a brief overview of your organization.
- Describe your project purpose, plan, and approach.
- Show your project aligns with the defined birth equity goals outlined in the background section.
- Ways your project aligns with the project funding priorities.

3. BIRTH EQUITY PROJECT WORK PLAN TEMPLATE [no more than 3 pages]

Please provide at least two (2) goals for the program and 1-2 objectives for each goal.

Your goals and objectives should:

- Show tangible services for clients.
- Include goals to address the racist impacts and harm experienced by pregnant people and birth workers in the project's priority communities.
- Explain your approach to help improve birth outcomes for pregnant people and their babies.
- Explain how your approach will support birth workers.

Birth Equity Project Goal 1 Example: Provide wraparound perinatal care services for Pacific Island pregnant families that includes pre and postpartum doula care, group prenatal care classes using the Centering Pregnancy model, and lactation education.

Objective 1: Example: Provide doula services

Key Milestones <i>(35-word limit)</i>	Who's responsible?	Intended date for reaching milestone	Notes
1. Example: Offer 5-7 prenatal and postpartum doula visits per family			
2.			
3.			

What potential barriers do you anticipate while completing the project elements described? How do you plan to solve or address those barriers?

Objective 2: Example: Provide group prenatal care

Key Milestones <i>(35-word limit)</i>	Who's responsible?	Intended date for reaching milestone	Notes
1. Example: Offer monthly Centering Pregnancy prenatal care visits to families			
2.			
3.			

What potential barriers do you anticipate while completing the project elements described? How do you plan to solve or address those barriers?

Birth Equity Project Goal 2:

Objective 1:

Key Milestones <i>(35-word limit)</i>	Who's responsible?	Intended date for reaching milestone	Notes
1.			
2.			
3.			

What potential barriers do you anticipate while completing the project elements described? How do you plan to solve or address those barriers?

Objective 2:

Key Milestones <i>(35-word limit)</i>	Who's responsible?	Intended date for accomplishing milestone	Notes
1.			
2.			
3.			

What potential barriers do you anticipate while completing the project elements described? How do you plan to solve or address those barriers?

Birth Equity Project Goal 3:

Objective 1:

Key Milestones <i>(35-word limit)</i>	Who's responsible?	Intended date for accomplishing milestone	Notes
1.			
2.			
3.			

What potential barriers do you anticipate while completing the project elements described? How do you plan to solve or address those barriers?

Objective 2:

Key Milestones <i>(35-word limit)</i>	Who's responsible?	Intended date for accomplishing milestone	Notes
1.			
2.			
3.			

What potential barriers do you anticipate while completing the project elements described? How do you plan to solve or address those barriers?

4. Project Budget – see attached excel workbook. [The workbook is also available on our website.](#)

5. Letters of support
 - a. We request 3 to 5 letters of support per application. **A minimum of 3 letters** is required for review and consideration for funding opportunity.
 - b. Letters of support can be from community members, clients, as well as partner organizations.

6. Staff and current board of directors composition.
 - a. Please complete the following table with relevant information about your organization's board of directors, staff, and volunteers.

Organization staff or volunteers

If your organization has more than 15 staff, please only include staff that are directly involved in the proposed project activities.

Name	Role	Demographic Identities: Gender, Race/Ethnicity

