

(SAMPLE from AIHC)

HEAL Capacity Grant – Sample “FAQ” or “Readiness Checklist” for reviewing grant opportunities.

One or two sentences about the source and intended impact/use of these funds....

Key Financial and Contract Considerations

	yes	no	
Eligible	X		All Washington Tribes
Contract considerations			DOH contract Choice of cost reimbursement or incremental advance payments
Budget Considerations:			
	yes	no	
Match Requirement		x	
Tribal Indirect Allowed	X		
Due date	x		Until October 31, 2024
Carryover of unspent funds allowed?	x		No carryover beyond June 30, 2025
Admin allowed	x		<i>(is this the same as Federally Negotiated Indirect Rate or in addition to IR?)</i>
Restrictions	x		
• Building/Construction		X	
• Furniture/equipment		x	
Will accepting these funds put the Tribe at risk in any way?			1) If not fully spent (and funds received via advanced payment), advance unspent funding will need to be returned. 2) If funds spent on unallowable costs.
Does Tribe have staffing already in place that they can cover costs with this funding?			
Does this funding opportunity address a Tribal Priority, Unmet Need or help achieve overall Tribal Wellness Vision?			<i>(this one was added after we met, could be up to each Tribe whether this is an important consideration).</i>

Project Administration Considerations

	yes	no	
Dedicated staff needed	X		1.0 FTE or equivalent contracted staff (key staff skills/expected deliverables: ie: understanding of Tribal Health, impact of environmental changes). Can use funds for existing staff for attending EJ meetings, climate related meetings, materials review, etc. back to July 1, 2023.
[Possible] Deliverables			Identify Environmental Health and Justice Needs (EJ Needs Assessment). Assessment does not need to be shared with DOH.
			Increase Tribal/Community awareness of HEAL Act
			Utilize and provide input to DOH environmental health disparities map
Grant Trainings/meetings			Attend Environmental Justice Council meetings or agency briefings Participate on workgroups
Workplan Reporting			Midpoint check in, no reporting required to be sent to DOH. Provide reflection on progress. DOH can provide template?
Financial Reporting			Close out reporting by June 30, 2025. Documenting any expenditures.
Timeline for all reporting			June 30, 2025.