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**Board of Directors
COMMUNITY HEALTH INVESTMENT COMMITTEE MEETING
Monday, September 16, 2024
5:00 - 6:30 PM**

A G E N D A

1. Call to Order

2. Review & Approval of Minutes: July 15, 2024 Pg. 1-4

3. Grant Process & Update

- A. Letters of Interest
- B. Criteria
- C. Review Grid
- D. Zengine Demo

4. Next Steps and Important Dates

- A. Budget
- B. Key Application Dates

- Letter of Interest due Wednesday, August 21, 2024 by 11:59 pm
- Full Grant applications due Monday, October 28, 2024 by 11:59 pm
- Committee grant review Monday, November 18, 2024
- Board of Directors approval Thursday, December 12, 2024

C. Next Community Health Investment Committee Meeting

- Mon, October 7, 2024: Review, Discuss and Make Grant Recommendations for Board Consideration at December Board Meeting



Community Health Investment Committee Meeting

Monday, July 15, 2024

Minutes

1. Call to Order: Chairman Navarro called the meeting to order at 5:01 p.m. CHIC members present were: Navarro, Sanchez, Martinez, Baker, Mitchell, Jue.

2. Welcome & Introductions

During the introductory session, the Community Health Investment Committee members had the opportunity to introduce themselves. They shared their professional backgrounds, spanning from health care administration to community outreach. Each member conveyed their commitment to addressing the health care needs of the community, highlighting their personal reasons for joining the District.

3. Review 2024 Community Fund Expenditures:

a. Impact Partners Program

Impact Partner Program Reward Expenditure breakdown presented on page (1) of the CHIC packet.

b. Community Grants Program

Community Grants Program Reward Expenditure breakdown presented on pages (1-3) of the CHIC packet.

c. Health Workforce Tuition Assistance Program

SID Rodríguez stated that \$50,000 that was originally set aside for the Health Workforce Tuition Assistance Program was reallocated towards the CHI fund.

d. Community Support Funds - Small Grants, Sponsorships/Events and Memberships

Small Grants Reward Expenditure breakdown presented on page (3) of the CHIC packet. Sponsorships/Events and Memberships Reward Expenditure breakdown presented on page (3) of the CHIC packet.

Total Awarded for 2024 - \$1,967,219

4. 2025 Grant Cycle:

a. Community Health Investment Committee Charge

Purpose

The Committee acts as an advisory body to the Board by identifying and vetting opportunities to invest public funds in programs and services that will address the health needs of its constituents. The Committee's work is guided by the Board's vision, mission, and strategic direction and helps to ensure the District's investments address priority needs and achieve measurable improvements in the health outcomes of its residents. The Committee advises the Board on District programs such as, but not limited to: Annual Community Grants, Community Education, multi-year Special Initiative recommendations, and Workforce Tuition Assistance.

Primary Functions

- Advising Board on community needs and District-proposed programs and projects to address those needs.
- Conducting an annual review of the District's Community Health Investment programs.
- Evaluating proposals for new Community Health Investment programs and Special Initiatives proposed by the Board, Strategic Direction Committee or District Staff.
- Serving as the primary workgroup for the District's Community Grants Program including reviewing processes and procedures, reviewing, and evaluating grantee proposals, making funding recommendations to the Board, and reviewing grantee reports.
- Serving as ambassadors to the District by promoting the District's Community Health Investment programs and services to the community.

b. Community Grant Program Policy, Eligibility, Funding Priorities *Policy*

The Peninsula Health Care District exists to address the health needs of its residents. It carries this out through a vigilant monitoring of resident health and seeks opportunities to promote health, ensure access to needed health services, and achieve equity in health outcomes. It achieves this through a variety of health investment strategies from directly providing services and facilities to partnering with service providers through funding support to community-based organizations that address the identified needs of its residents. The Community Grants Program is one of the overall District community health benefit strategies established to recognize and support the essential contribution non-profit organizations make to the health ecosystem.

Guidelines & Eligibility

- Supports non-profit 501(c)(3) organizations and public agencies that will directly serve residents of San Bruno, Millbrae, Burlingame, Hillsborough, San Mateo, and/or half of Foster City and a small southeast corner of South San Francisco.
- Programs and services that fall within the scope of public health and health care.

- Grants are made in the range of \$10,000 – \$60,000.
- Only one grant per applicant organization will be considered.
- Organizations are eligible to apply for a one-year grant and will be required to make a mid-term and an end-of-term report.
- Supports direct program costs and consideration given to indirect costs up to 12%.
- Cannot be used for research projects, fundraising campaigns or events.
- General operating support will be considered if metrics are identified to increase or improve reach and impact.

Funding Priorities

- Mental & Behavioral Health Grants
- Preventive Health Grants
- Healthy Aging across the Life Course Grants

c. 2025 Budget

Community Grants Budget 2025 breakdown presented on page (9) of the CHIC packet.

d. Letter Of Interest (LOI) Overview and Criteria

LOI Overview

- Align with the District's Mission, Vision, and Strategic Priorities.
- Improve the health and well-being of District residents as demonstrated by measurable outcomes.
- Emphasize a preventive approach.
- Address health disparities and promote health equity.
- Leverage additional funding to support the program.
- Collaborate with other agencies or local government.

Criteria

- Adhere to the Board's principles and guidelines.
- Serves District residents.
- Meets the needs of underserved, vulnerable communities.
- Addresses one health priority.
- Innovative approach.
- Achievable outcomes.
- Strong organization's history and track record.

e. Committee Meeting Schedule & Work Plan

Monday, July 15 at 5:00pm - Meeting #1 (1.5 hours)

- Present 2025 funding priorities – Mental and Behavioral Health Grants, Preventive Health Grants, Healthy Aging Across the Life Course Grants.
- Review meeting schedule & work plan.
- Member bios and photos.
- Review programs under oversight of CHI Committee.

Monday, September 16 at 5:00pm - Meeting #2 (1.5 hours)

- Round 1 – Review Letters of Interest (LOI)

Monday, October 7 at 5:00pm – Meeting #3 (1.5 hours)

- Final Round – Review Letters of Interest (LOI)
- Determine which organizations advance to application stage

Monday, October 28 – Applications due

Wednesday, October 30 – Application review begins in Zengine

Friday, November 15 – Application review completed

Monday, November 18 at 5:00pm - Meeting #4 (2 hours)

- Application + materials presented by reviewer.
- Committee discussion.
- Recommendations finalized for December 12th Board meeting.

5. Committee Bios

Committee Member Bios appear on pages (15-17) of the CHIC packet.

6. Adjourn: 6:24 p.m.



Community Health Investment Committee

2025 Grant Cycle: Process, Updates & Next Steps

September 16, 2024



Vision

All District residents are living their optimal health

Mission

To support District residents of all ages achieving optimal health and wellness through education, prevention, advocacy, and safeguarding community access to basic health services

PHCD Values

Stewardship

Ensuring all District assets are used for the community's health benefit.

Collaboration

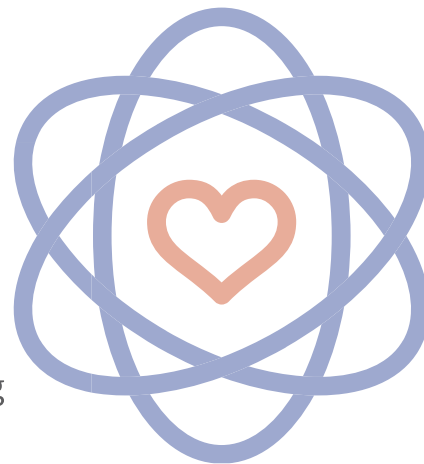
Working in partnership with others committed to improving the health of the community.

Inclusion

Ensuring the health care needs of all District residents are considered, regardless of financial and health status.

Transparency

Conducting District business through processes that encourage public input, review, and comment.



CHIC Budget Portfolio Overview - 2025

Impact Partners	\$ 840,492	<p>\$ 490,000 committed to 2-year grants</p> <p>\$ 519,508 remaining for 1-year grants</p>
★ Community Grants	\$ 1,009,508	
Health Care Workforce	\$ 50,000	
Small Grants & Sponsorships	\$ 100,000	
Total Budget = \$2,000,000		

Grant Focus Areas & Priorities 2025

Mental & Behavioral Health Grants

- Pediatric Mental & Behavioral Health (Ages 0-12, K-7)
- Senior Mental Health
- Reduction of Adverse Child Events (ACE's) and Toxic Stress

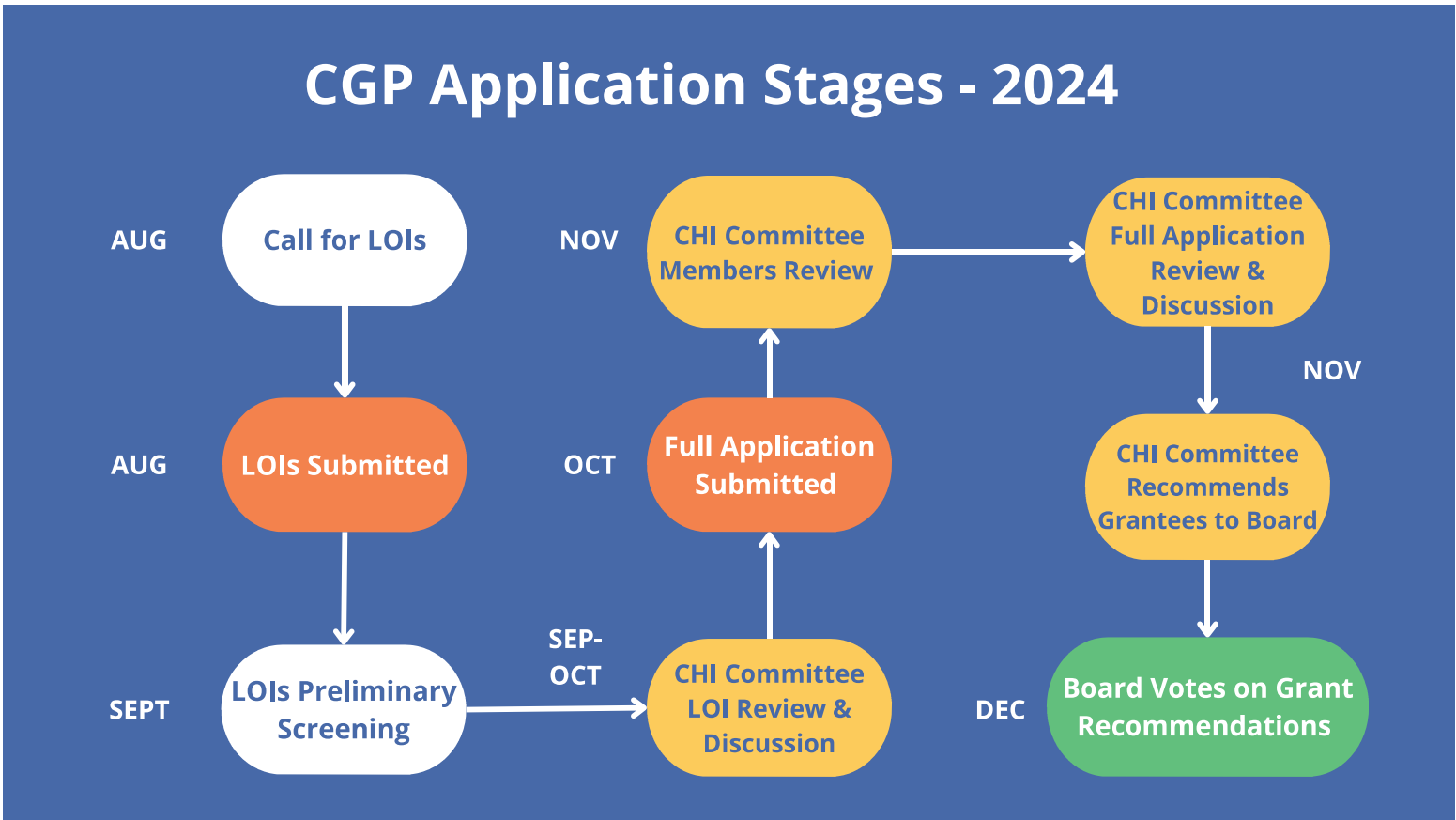


Preventive Health Grants

- Health Education
- Screening Programs
- Vaccination Programs
- Programs that increase access to Preventive Services and Support

Healthy Aging across the Life Course Grants

- Healthy Eating and Nutrition
- Physical Activity
- Socialization for Seniors
- Caregiver Support



Overview of LOIs by Focus Area

Focus Area	# of LOIs	% of LOIs	Amount Requested
Healthy Aging across the Life Course	11	30%	\$470,265
Mental and Behavioral Health	14	38%	\$538,000
Preventive Health	12	32%	\$537,819

Our Guiding Compass and Directive

- How is the proposed work contributing to supporting optimal health for District residents and building a healthier ecosystem in our region?
- Are we able to demonstrate that we are moving the needle through these programs, and ultimately improving community health outcomes?

Key Considerations

- Demonstrate a strong rationale and significance in the proposed work
- LOIs must integrate a Health Equity lens leveraging local and organization data and insights

★ Data-driven

★ Identified metrics and health outcomes

★ Demonstrate impact for District residents



LOI Preliminary Review Criteria



1. Alignment with PHCD Vision & Grant Program's Focus Areas
2. Provide direct service in an area not currently met by District programs
3. Rationale and significance of proposed work
4. Program Approach
 - a. Existing Funding or Partnerships
5. Impact on District Residents
 - a. % Served
 - b. Improvement in Health Outcomes Defined
6. Budget
 - a. Projected served in context of requested amount
 - b. Within request parameters

Questions and Next Steps