

**Blue Fund
Program Guidelines and Important Dates
2021 Grant Cycle**

Western New York

Process and funding priorities

- Blue Fund has a two-step grant application process. Applicants must submit a brief letter of intent (LOI) using Blue Fund’s online application system in accordance with the published timeline.
- Selected applicants will be invited to submit a full application.
- Blue Fund will consider grant requests that address at least one or more of the following health focus areas: behavioral health, cardiovascular health, health-care workforce development, and healthy children.
- For behavioral health applications, preference will be given to proposals that address needs and trends through strategic clinical/non-clinical partnerships, use of innovative technology for treatment, training or analytics, and/or improve substance use disorder access and care.
- Proposals for funding may include requests to support capital and/or program-related project costs.
- Applicants should demonstrate how the proposal will deepen and broaden current work, facilitate the expansion of an effective program, or create a new program based on the success of earlier work or evidence-based best practices.
- Proposals MUST be submitted electronically using the online application system before the deadline. No hard copy, emailed, or PDF applications will be accepted.
- Performance tracking and reporting will be required using our online system.

Eligibility

- The proposed work must serve or be located in one or more of the following eight counties of Western New York: Allegany, Cattaraugus, Chautauqua, Erie, Genesee, Niagara, Orleans, and Wyoming.
- Your organization must be classified as a tax-exempt nonprofit under Section 501(c)(3) of the IRS code or an educational or government entity with tax-exempt status.
- Any one organization may submit one LOI maximum. If your organization currently has an open Blue Fund grant, please contact Blue Fund’s director prior to submitting another application.
- Grants may provide support to eligible organizations and projects for up to two years depending on project/program design, scale, and budget.

Funding amounts and budget

- Minimum grant request is \$100,000; maximum grant request is \$300,000.
- Applicants may request up to 15% of the grant amount for indirect costs.
- Expenses incurred prior to submission of a Blue Fund application should not be included in Blue Fund project budgets; they are not eligible for payment or reimbursement. The proposed project or program should not begin, and expenses should not be incurred, before a funding decision has been communicated by Blue Fund to the applicant.
- Blue Fund reserves the right to pay grants in a single installment or in multiple disbursements.

Performance and reporting

- Grantees must have the capacity to track performance and report measurable outcome results as agreed upon by Blue Fund on a regular and timely basis.
- Blue Fund reserves the right to conduct an independent evaluation of grant expenditures for up to four years. The grantee agrees to provide the information necessary to complete such an evaluation. Failure to submit requested information in a timely fashion may obligate the grantee to refund the grant.
- The failure of an applicant to properly close out a grant in a timely manner will be a factor when considering new grant applications.

What we do not fund

- Efforts that do not align with one or more Blue Fund health focus areas
- Political campaigns or exclusively religious activities
- Attendance at or sponsorship of fundraising events for organizations
- Annual events or festivals
- The use of grant funds for purposes not preapproved by Blue Fund or not supported through required documentation

Media and public announcements

- Blue Fund reserves the right to review and approve any use of the program name and all public outreach and announcements related to the grant-supported project or initiative including but not limited to brochures, flyers, press releases, reports, articles, media engagement, brochures, and groundbreaking and ribbon events.

Important dates

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| LOI available online: | March 12, 2021 |
| LOI submissions due: | April 16, 2021 by 4pm. Submissions must be sent electronically using the online application system. Hard copy, emailed, or PDF LOI will not be accepted. |
| Selected organizations notified to submit full applications: | June 2021 |
| Funding decisions announced: | Fall 2021 |

Questions

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