

Kelly Belz: Hello, everyone. We're so happy to meet you. Thank you for coming to the presentation today. So, This is basically the background and instructional 2023 Title V Funding Proposal Requests for Applications. The point of this video will be to hopefully teach you a little bit about what Title V is. What maternal and child health is, specifically the Women and Infant Health program, and then take you through the application that we have, and hopefully answer any of your questions. And that way, you don't have to email us. Not that we don't love to talk to you. But sometimes if a question can be real simple and we can answer it, we'd love to do that. So my name is Kelly Belz. I am the Women and Infant Health Program manager within the MCH unit which, is in the Wyoming Department of Health.

Natalie Hudanick: My name is Natalie Hudanick. I am the Woman Infant Health Program coordinator.

Kelly Belz: So together, Natalie and I make up the Women Infant Health program, you might notice Natalie's email on almost every correspondence that we send out. Her email is on the application. She is really your best point of contact. If you have any questions about the application or maybe you just need some help figuring some things out, Natalie's definitely the contact person that you want to reach out to. So what is the Women Infant Health Program? So, as I said, We're part of the Maternal and Child Health Unit, we're within the Wyoming Department of Health. Our program highlights two priority areas within Wyoming women, Maternal Health and Infant health. Currently our program is working on increasing the percentage of women in Wyoming who receive a preventative annual visit, Increasing the use of safe, sleep practices and environments and reducing [tobacco use] among women of reproductive age and women who are pregnant or postpartum.

So, all of our funding comes from Title V. So what is Title V? Title V of the Social Security Act of 1935 Established Maternal and Child Health Block Grant. This is a protected amount of funding that we get every year. It comes in five year cycles. This funding is designed to assist states, every state in the Union, in their efforts to improve the health of mothers, children, and families. Specifically, this could work differently in other states. But in Wyoming, Title V comes through the Wyoming Department of Health which comes through the maternal and child health unit, which is then broken down into different programs. Of course, we have the Women Infant Health Program.

Kelly Belz: I get Title V funding but we also have the Child Health Program. They get Title V funding. So, does youth and young adults. So does CYSHCN, which stands for children and youth with special health care needs. All of these programs are funded by Title V. Currently for this application, it is only the Women and Infant Health program that is soliciting applications to fund people as subrecipients under Title V funding.

Kelly Belz: Okay. What is the 2023 Title V Funding Proposal Request for Applications. So, the Women Infant Health Program is seeking applications from community-based organizations for programs and services in alignment with the following priorities. Like we mentioned on the previous page. If you have a program or initiative, it is focused on improving well-woman preventative service, access improving if it's safe [sleep] practices and environments, or reducing tobacco use during pregnancy and postpartum. Then we very much would like to see an application from you. If you have a program or initiative that is either an upstream approach or a direct service, we definitely would like to see you for that application. If it touches on these three areas or at least one of these three areas, you definitely do not have to have a program that hits all three of these areas at the same time.

Kelly Belz: so, the application process. The application opens January 2023, and it will close on March 31st.

Kelly Belz: To apply, just fill out the Google Form application. We completely understand that some organizations actually are not allowed to use Google forms. They can't submit a Google form in an instance like that. We actually do have a fillable PDF, You can find the Fillable PDF on our Web page. So please go to the Web page if you cannot work the Google form because we have an alternative way for you to apply; your application will not be affected. If you end up going with the Fillable PDF, we don't need to have one over the other, it's just that we prefer that you first try the Google form. If that doesn't work, you can do the PDF Fillable. Once the application is submitted, you will be notified by email whether your application has been chosen to move on to the next round of review. You will be notified at the end of the first week of April. So if you submit in January, if you submit in February, if you submit in March

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Kelly Belz: You won't be told that you actually moved on to the next round until the first week of April. So just keep that in mind. If chosen for the next round of review, you must prepare a presentation about your program or initiative to present, during the week of April 19 to April 23rd 2023. So, just keep in mind when you submit an application, if you move on to the next round. You will be asked to do a presentation. This may be difficult for some people, but we promise that we will support you the whole way. We're gonna give you a PowerPoint template so you don't have to go on the fly and just figure out what you think we would want to hear about, and we will be very communicative with you to help support you during that process, If you are uncomfortable with presentations. Once all the presentations have been reviewed, you will be notified by email if chosen to receive funding.

Kelly Belz: So now we are going to jump into a preview of the application. Hopefully, during this process, I answer all of your questions that you actually may have about the application and if not please reach out to Natalie as she will help answer your questions. Please keep in mind before you email either myself or Natalie, we do have a frequently asked questions page on the Web page and we encourage you to check out the questions that people have already asked us and we have answered as we will be updating that very regularly, so please check out the Frequently Asked Questions page. If you ask us a question, um, that we have already answered previously. We will most likely direct you to the frequently asked Questions page anyways. So feel free to check that out first.

Kelly Belz: Okay, into the application for this process we will be reviewing the Google Form application. We will not be going through the PDF syllable application. They are exactly the same. There is no difference between them. So in watching this preview, you should still be able to also fill out the PDF fillable with the exact same questions. This first page takes you through when it is due as we said previously March 31st 2023. Once applicants are reviewed, It's scores like applicants who move on to the second phase. We'll be asked to present on their program and initiative the week of April 19. All right. um, on this page specifically, I very much recommend that you put your main contact person as the email in that little email box.

Kelly Belz: Um the reason we say that is because once you fill out and submit this application whoever's email is right, Theirs will be the email that is sent notification saying "Hey you submitted your application" and also sending them he completed application so that that person can review it and see if they actually made a mistakes when they were filling out their questions. So very much. Feel that you should put your primary contact is this email. All right, so primary contact information. so, the primary contact person.

Kelly Belz: You should definitely be the person that's going to be giving the presentation. The person's gonna be answering the questions, the asking the questions, the person that's going to be the lead on

trying to get funding for this. This is because this is the person we're going to be contacting first. This is the person we'll be saying if they moved on to the next step during the contract process. If you get to that phase, this will be the person that we're going to be trying to get insurance information from. This will be the person that we're trying to work with. To make sure that everything gets routed and signed so that you can actually get funding when you're supposed to get funding.

Kelly Belz: Um, we have a box here, this is the name and title of authorized signature person. So let's say you're an outreach person and you have a CEO and that's the person that actually is the authorized person that signs everything. You don't have to put the CEO's contact information here, okay? But your contact information and then just put that person's name and title and authorized signature box and that's all we need from you. You don't need to put all of their information for contact. We understand that during this process, you will be the main person that we're communicating with even if you aren't the authorized person to sign. So you're gonna put your name Organization, your address, your phone, your email address, and then your unique entity identifier.

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Kelly Belz: If you don't know what that is, it's very easy to get one. Basically, a uei number is a unique series of numbers that is distributed to different organizations. If they want to work with government agencies or organizations. So, you can't work or contract with or get funding from a government agency, unless you actually have one of these numbers. So, if you do not submit one of these numbers, you can't move on in the process. We're not going to score your application. Thankfully It is very easy to get one of these numbers. So to get one of them you just need to register with the system for award management, otherwise called SAMs. All right, It is a very easy process. We actually have the link to the SAM's Registry page, and our Frequently Asked Questions area. So if you don't have one of these numbers which is updated annually. So even if you had one three years ago, I can promise you that you're going to need to re-register. So just head over to our frequently Asked Questions page and then apply or register within the system for award management And then you'll be able to put in your uei number in this area.

Kelly Belz: Secondary contact person. So I very much recommend that you put a second person as your contact person. People go on vacation. People go out sick. This will be a very long process. Obviously will only contact you once to let you know if you moved on to the second phase. But if you get to a point where you make it to the final award and you're going to be getting funding, we're still going to need to go through a contract process. That process sometimes takes two to three months to get through. We do need to be in relatively close communication with you. During that process, there may be documents that we're going to need from you or for you to check or sign certain things. If you are out on vacation or out sick that will delay us being able to get the signatures on time when we need them and could end up delaying something. So I recommend that you have a secondary contact person.

Kelly Belz: Obviously your uei number will be the same as that's connected to your organization, not the specific person, so that won't be different. And of course, you're usually your name and title of authorized. Signature person won't be different as I would assume your contact person is going to be someone that works within your organization as well.

Kelly Belz: All right. Now, we're gonna get into you actually talking about your program or initiative, we're all excited to read about them. So what is the name of your program or initiative? It is fine if you don't really have an amazing or you know,

Kelly Belz: Attention seeking like program name. It's fine. Just put what you're calling it right now in that section and you know it's something that we can figure out more later though. I'll see I do prefer I can't speak for Natalie but I do prefer program names that actually tell me what it is. Not that I don't love Anagram or, you know, just like something called like Splat or BAM or something like that. But it is always nice to kind of off the like the first thing I read, I kind of already know it; You know, your program is gonna be kind of focused on and provide a one sentence description of your program or initiative, This can be difficult for some people, it can be hard to kind of like really narrow down in one sentence. What your program is? You're having issues with this please email Natalie. And we will listen to what your project idea is and what, you know, your responsibilities and your steps and maybe even You know what you're planning to do and we can help you figure out what your initiative is going to be. Is the proposed program or initiative new? And not yet started or current in existing? So you do not have to start a new program to get Funding. If you haven't already run an existing program, we are very happy to fund a current or existing program as well as long as it hits the three national performance measures that we kind of mentioned previously. So if you are doing a current program or want to start a new program, it doesn't matter, but we do want to know if you are, if it's current or if it hasn't been started. So that's all we want to know there. It's not going to affect your scoring at all. We just want to know if it's existing or not.

Kelly Belz: Outside of funding, please note any support that may that you may require from the Wyoming Department of Health, to complete your proposed program or initiative. So, if you get to the point where you actually receive funding, you will be considered a title five, so recipient. And we're going to do our best to make you feel like a title V subrecipient. We're going to have you meet with other people that got funding so that you can share how you're doing. Um you can share if you have any questions you can share how you got through this, you know hurdles or like how you overcame a barrier. We really want you to feel connected and part of the Title V community. So, no matter what, we want you to know that, you'll be supported. During your application, you may not even know what you really need until you start doing the program. And then you're like, Oh I actually need technical in this area. I actually don't know about budgeting as much as I thought, stuff like that.

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Kelly Belz: But, from the very start, if you are aware of an area that you might need a little bit of extra support in just immediately off the get-go, please. Fill out this question. Um, and not saying that we will limit you to that support or technical assistance in the future. We're always here to try to support you in whatever way we can to make sure that your program or initiative is successful. But if you have any ideas, just let us know right there and we'll make sure that you get the support you need, right off the bat. What is the estimated cost per year of your proposed program or initiative? So we want to be clear. The current funding limit for this application is 50,000. We planned to only give out 50,000 through all the initiatives or programs or organizations. So, the total amount is going to be 50,000, which means we're mostly interested in funding people in the range of 10 [thousand] to 20,000. Because then, that allows us to fund multiple organizations. Not to say that we wouldn't consider a very competitive application for 50,000 or more. It's just that if we did fund somebody for 50,000 or more, that would mean that we probably would only be funding one person or one organization. So, because we want to fund multiple people, multiple community partners in different counties.

Kelly Belz: We would like to see more of the 10 [thousand] to 20,000 for now. You know, in the future, when we put out this application, again, the funding source may be better, but as of right now, this is our first time doing this, we're limiting it to 50,000. Now, if you are putting your budget down is fifty thousand, I'm definitely going to want to see that you're going to be impacting multiple counties. If you put 50,000

down and you say, you're only going to be affecting two counties, that definitely will hurt your application and not make it as competitive as in the alternative. If I could fund someone for 10,000 and they're doing one, then that means I could then fund five different organizations for 10,000. And they're each doing the county, which is five counties. So keep that in mind. When you're applying that the more money you ask for the more, I'm going to want to see. You're making an impact.

Kelly Belz: Give a breakdown of the estimated cost per year below. We do request that the breakdown match cost per year. If it does not, we're going to reach out to you and ask you why that the cost per year does not match your estimated breakdown. When you're saying salaries, supplies, equipment, all that kind of stuff, please give a brief description. We don't want to see salaries and wages 20,000 and then no information after that. You know what we want to see is salaries wages, um, you know, 20,000 10,000 to so-and-so for 10% of their position, 10,000 to so and so for five percent of their position. So we want to see an actual breakdown in the breakdown section. I know, it's crazy.

Kelly Belz: We also have in-state travel at a state travel subcontracts and brief description and then other categories. We feel like we've kind of hit all the categories you would need for funding, but just in case we have another category there, please explain in the description, as we stated before. What is the estimated reach of your program or initiative? We want to know the county, the county or counties that you're going to be serving and your estimated number of individuals to be served. So we understand that even though you might know you're going to be working and doing this project within three counties, you might only be able to estimate or guess the number of individuals that are served. That's completely fine. But we do really want you to just tell us what the counties are that are going to be served.

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Kelly Belz: All right. So, as we spoke about before, or at least I kind of briefly mentioned in NPM. So what's an NPM? An NPM is a national performance measure or an SPM is a state performance measure and where do these come from? So every five years cycle title five says "states, hey, we want you to do a needs assessment within your community." And the point of this needs assessment is to help figure out what you should be working on based off the needs of your community. So based off of our last needs assessment our current five-year cycle is focused on the Wellwoman visit, safe sleep, and smoking during pregnancy. So the reason that those are our three focus areas is because of the needs assessment that we did and that's why we're currently funding or doing work in these three areas. Of course, child health, children and youth with special health care needs, and young adult program; all of those programs also have their own NPMS, and Spms, and they dictate what they're currently focusing on. Because I said before this application is coming through the Women and Infant Health Program, the only NPMS and SPMS you'll be seeing here are going to be the ones that our program has chosen because we're the ones that are funding right now. So here we show the domain the well woman visits.

Kelly Belz: How are we measuring the percentage of women ages 18 through 44 with a preventative medical visit in the last year? So this number actually comes from the BRFSS survey. So that's where we get that percentage from examples of potential programs or initiatives. Now, I want to be clear that these are examples if your program or initiative does not fit what we put here, that's completely fine. It's just that we understand sometimes it's hard for people to imagine what could actually impact the well woman visit. So we have group, perinatal postpartum care, just general, postpartum care, parenting support, well woman annual visits, access to trusting family-centered care health, communication and education, equity justice and accessibility. So if your program is kind of working around these areas, it's probable that we would consider that nrm one, the well woman visit, that your program is probably going to be

impacting that all of these have examples. For instance, safe sleep; It's the percentage of infants placed to sleep on their backs on a separate, sleep surface without soft objects or loose bedding. This comes from the PRAMS information. And we have all of the examples. That again, don't have to exactly match your program or initiative, but that SUID prevention, which is a sudden, unexpected infant death. Fetal infant mortality review community action, team building safe sleep initiative, partner, family engagement. So all of that stuff could be included. And then we have our SPM one smoking during pregnancy.

Kelly Belz: This is the percent of women that smoke during pregnancy. This information comes from the Vital Statistics Office, an example, or programs of initiatives can be additional support for tobacco cessation, linking maternal and child health populations to care, community action, team building, adverse childhood experiences and social determinants of health programming, data capacity, use and evaluation, program and policy development. So those are just some examples for this question. We just want you to pick which NPM or SPM your program's going to be focusing on for this project. Okay? So that's the whole point of this is to help us narrow down from your project. Maybe you're doing more of an upstream approach. We're not 100% sure what your NPM or SPM is. Please pick one of these. and I will say, if you are having trouble figuring out, Sort of what NPM your project or initiative fits into, please reach out to Natalie. We can help walk you through it. It's always difficult. Like Let's say you're working on housing and, you know, in some way access to safe housing, it does impact decision making skills. How can you connect that to smoking your pregnancy? We're here to help you with that process. So if you can't pick something, just let us know. And we can definitely help you.

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Kelly Belz: All right. So this is where you're gonna actually explain to us what your project is. So instructions for the following questions, please give an overview of your proposal responses to questions, one to four should not exceed to pages in length. Um, so for a Google form, you can't really figure out pages. The way that we've figured it out is one page equals 500 words. So two pages is going to be a thousand words. So just try to keep this area around a thousand words, If you go a little bit over we're not going to throw it out but if you do go like 3,000 words, we're definitely going to reach out to you and ask you why you know because we definitely want it to be more around a thousand words, okay?

Kelly Belz: So Program Initiative Description. Please provide an overall description of your program initiative and how it intends to help achieve the goals of your selected NPM or SPM. So In your response. Here, you should be able to show us who's responsible for what Okay, so you said in your budget that you're going to have someone be 10% of this project. What are they doing? Who, who is responsible? What's the timeline of your implementation of this project? Is it sustainable? For sustainable we interpret that it is can you maintain this? Is this something that your organization has the manpower and the connections and the community to actually do? Do you have other organizations In the community? They're going to be working with you on this. Do you have good access to people in the community? This is all a great place to just give us an overview of what you're doing, whose job it is to do what and when you're gonna complete it, Okay, so that's what we're looking for here and you'll be scored on that. The Need. What need does your program initiative address and how specifically does it address this need in your response? Be sure to include how you identify the need, who is involved in the identification process, The sources of information that support that identified need. So obviously, firsthand experience is Very important. You know, you're living in the community, you work in your community, you know what your community needs. Feel free to put down, I see these community partners say that people are coming into our organizations. Say they need this. All of that is very important.

Kelly Belz: We will say to make yourself competitive. It is very important that you state or county level data. It can sometimes be hard to find data that proves your need. Please go over to our maternal and child Health epidemiology page. We have the link to that in our frequently Asked Questions area, if you can't find it on your own, and we have so many amazing dashboards that show the current data by county and state level, that could really prove your need. We have all the data about safe sleep in there, we have the data about the women's annual visit, we have all the data about smoking during pregnancy, that's all in there. So if you want to make yourself more competitive, I would definitely go in there and, you know, look over what the dashboards are saying. And then mention that, in here that you know, the need is this, the need is that based off the data you've collected.

Kelly Belz: Now those aren't your only limited sources. You're more than welcome to go find data somewhere else but to make things a little bit easier, we just wanted to point you in that direction when it comes to maternal and child health areas. Our epidemiology team are really currently, the only people that are interpreting data for Wyoming. So, feel free to go check that out. If you have any questions about other sources, please reach out to Natalie, she can definitely help you identify some other places that you can find out. What's the intended benefit? So how does your program benefit the key population that you identified in your program initiative description? So you told us what your program is, you told us the need in the second question. The third question is just connecting those. How is your program actually, impacting the need that you just told us is in the community. You just told us that you live in a frontier county and transportation is an issue. Well, how does that connect with your program? How is your program fixing that need? Health equity.

Kelly Belz: So, in what ways does your program initiative address health inequities and discrimination in your key population? This is a definite, this is a hard question for some people to answer. They may not a hundred percent understand how health equity fits into their program or initiative and health equity can be a complicated and detailed explanation for simplicity and for example of this, what health equity is, we're just going to say that it is a barrier in your community that really keeps people from having equal health access. So for instance, we just said that you live in a frontier county, being in a frontier county in itself, is a health equity issue because that means that you're not going to have the access to things that people that are considered an urban county will have. So that's a health equity.

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Kelly Belz: So, please describe, you're doing a program about transportation to get women to their visits that definitely hits health equity. That's obviously a very easy example. We're eliminating a barrier that we're noticing. That's impacting our population. If you have issues with this, please check out our Frequently Asked Questions page. We link to the CDC page on how to kind of figure out or describe what a health equity is, and you're more than welcome to reach out to us to ask "Hey this is my project, Here's my need, here's how I'm gonna benefit the community. How does this, how is this health equity?" And we can definitely help you make those connections. We're more than happy to.

Kelly Belz: All right. So you completed the application, basically, you told us what your program was. You told us the need. You told us how you're gonna fix the need. You're in the home stretch now. So this next page is just going to let you know what we've already described to you. What are the next steps? So we take you through step one, you fill up the application. How are we scoring your application? So here we have a breakdown of how we're going to be scoring. Your total points possible is 55. You get 10 points for your application, describing a feasible program. You get 10 points for describing the need in your community, you get 10 points. If the application clearly connects the need and the key population to show

the benefit of the program and you get 10 points for having a clear program that aligns with the NPMS that you said you were going to do.

Kelly Belz: Um, your budget breakdown is five points and your health equity considerations are just describing a clear kind of project and addressing the inequity and discrimination within your community. So please don't describe a health equity issue in your community that you're not going to be addressing. And that will also be 10 points, the total of 55 points. Um, If you rank high enough, then you're gonna move on to the next step. Applicants in this round will review and will be asked to present your program initiative in a more detailed 15 minute presentation, that will then have a 15 minute question and answer section. So 30 minutes total 15 minutes for your presentation and then 15 minutes for us to talk back and forth with you and then a PowerPoint template will be provided.

Kelly Belz: [inaudible] We have to be.

Kelly Belz: Held April 19 to 23. Okay, if you are selected for funds, you will enter into a sub recipient agreement with the Wyoming Department of Health. Your funding will then begin on October 1st 2023. This is if we get everything signed, you are out of office, but we contacted your second contact, so it wasn't a problem and everything's ready to go. Once you hit Submit um, on this page, It will, as I said, send a notification to the email you put on the first page. And it will send you in basically all of the answers that you put in and all the questions. So, it'll, it'll give you both of those, kind of like a draft, if you read over it and you see a problem, let us know. We can definitely make a note of it or or fix whatever you felt like you had messed up on. We've all used Google forms where questions disappeared, don't freak out about it, just email us and we'll definitely fix it for you. I send you confirmation that we have.

Kelly Belz: So, thank you for your time in watching our presentation. We hope that we answered all of your questions. If we didn't, please reach out to us and we will definitely try to get back to you as quick as possible. We can't wait to read all the amazing applications that we know people are gonna send in that focus on the topics that we actually care about, which is improving maternal and infant health. So, we look forward to reading your applications and good luck.

Presentation ended after 00:35:05