



## Application for Food and Fitness Funding 2017

\$500 Mini-Grants Available (Ten Grants)

*For initiatives promoting healthy eating and physical activity in Cambridge*

Two complementary Cambridge campaigns, *Cambridge in Motion* and *Let's Move* are sponsoring 10 mini-grants this year of \$500 each to promote healthy eating and physical activity in children and adults.

*Cambridge in Motion* aims to create an environment where city agencies, community organizations and local businesses work together to make it easier for residents and people who work in the city to eat healthy and be physically active. Cambridge in Motion is coordinated by the Cambridge Public Health Department and is part of the statewide Mass in Motion initiative.

*Let's Move! Cambridge* is part of a national campaign, to solve the problem of childhood obesity within a generation. On February 7, 2011, Cambridge officially signed on to be a Let's Move city. The Cambridge campaign is based at the Cambridge Public Health Department. Local Let's Move partners have been active in promoting a healthy lifestyle for children and families for many years.

The mini grants are funded in partnership by the Cambridge Public Health Department and Whole Foods Market stores in Cambridge and Somerville. Grants are awarded in a competitive process by representatives from the Healthy Children Task Force, the Cambridge Food and Fitness Policy Council, the Cambridge Green Schools Initiative, the Cambridge Public Health Department and other city agencies.

This funding is intended to support initiatives in Cambridge that **promote healthy eating and physical activity**, making healthy choices easier. Initiatives could be built around creating **new practices** in work places, schools, and community organizations, small local businesses, and/or could promote **greater use** of existing local resources. If organizations want to combine their efforts they may jointly apply for a project. For example, two organizations collaborating on one project could be awarded two \$500 mini grants, totaling \$1000.

### Selection Criteria

- Promotion of healthy eating and/or physical activity
- Overall quality of proposal, including timeliness of submission and adherence to instructions
- Evidence of collaboration and/or community engagement
- Creation of practices that are sustainable

Projects that also connect health and environment will be viewed favorably.

Those who have received funding in the past can reapply with ideas that build on past actions, however new applicants will get bonus points added to their score.

FUNDED BY:



Cambridge  
Public Health  
Department



### **Examples of potential projects:**

- Local small businesses promoting healthy food and beverage choices in the community
- Promotion of the use of tap water instead of sugary beverages
- Create or implement guidelines for healthy choices in meals/snacks served in programs or the workplace
- A program to create and implement activity breaks in schools or the workplace
- A food service or education program incorporating gardening or local farmers markets
- An initiative to promote walking or biking that promotes physical activity *and* reduces car transportation.

*The Cambridge Public Health Department will provide:*

1. \$500 to cover project expenses
2. Technical Assistance for the planning of proposed activity
3. Assistance with publicity, as appropriate

In addition, grantees will be offered opportunities for assistance from Whole Foods Market stores in Cambridge/Somerville for events and projects.

### **Eligible applicants**

- Organizations serving Cambridge residents; adults and/or children
- Cambridge-based employers, businesses, schools and universities

*Individuals are not eligible to apply.*

### **Awardees must agree to the following:**

- Designate one staff person to organize and implement the program and notify the Cambridge Public Health Department of any changes.
- Complete the program/initiative no later than November 30, 2017
- Attend one grantee meeting
- Submit a summary report and complete a brief evaluation survey by December 15, 2017
- Share project results with other grantees at a meeting of the Healthy Children Task Force or the Food and Fitness Policy Council

### **Important Dates/Deadlines**

- March 10 - 2:30 -3:30 p.m. – Informational session at the Windsor Street Public Health Department, Lower Level, 119 Windsor Street. Following the informational session, questions and answers will be posted on [www.cambridgepublichealth.org](http://www.cambridgepublichealth.org).
- March 17<sup>th</sup> – Deadline for submission of applications
- There will be a grantee meeting in the late spring, date to be determined

**Please limit application responses to the space provided. Applications cannot exceed 3 pages, not including appendices.**

Please submit proposals by email to [Cambridgeinmotion@challiance.org](mailto:Cambridgeinmotion@challiance.org) with the subject line: Mini-Grant Application. For questions please contact Dawn Olcott at [dolcott@challiance.org](mailto:dolcott@challiance.org) or 617-665-3809.

**Cambridge in Motion Mini-Grant**  
**Deadline for Proposal Submission: March 17, 2017**

**Organization Name:** \_\_\_\_\_

Address: \_\_\_\_\_

Website: \_\_\_\_\_

**Project Title:** \_\_\_\_\_

**Contact Person(s):** \_\_\_\_\_

Phone (W): \_\_\_\_\_ (C): \_\_\_\_\_

Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

*\*\* Note: The contact listed will serve as a liaison to the mini grant staff. They will be responsible for planning and implementing program, writing a brief report and completing an evaluation summary.*

If you have previously been funded by Cambridge in Motion, please complete this section.  
Date of mini-grant award (year): \_\_\_\_\_  
Project Title: \_\_\_\_\_  
Brief description of project:

**Organization/Program Information**

1. Briefly describe your organization or program.
  
2. What is your organization's target population? In your response, please include any relevant demographic information and statistics.
  
3. Why is this population at risk and how will healthy eating/physical activity benefit this community?





## Project Budget

Provide an **itemized** budget for your program, using the table below. You must include line item costs and a brief description for each line item.

Item	Amount Requested
<b>Staff</b> <i>Ex: 1 coach @ \$20/hr x 5 hrs = \$100</i>	
<b>Supplies (list items)</b>	
<b>Equipment (list items)</b>	
<b>Other Expenses (list and explain)</b>	
<b>Total</b>	\$500