



REQUEST FOR APPLICATIONS 2012-2013

Community Grants Program for Breast Cancer Screening, Treatment and Education Services Provided in Bexar County, Texas

Komen's Vision – A world without breast cancer! **Our Promise** – To save lives and end breast cancer forever by empowering people, ensuring quality care for all and energizing science to find the cures.

Now Accepting Applications – Komen Affiliates represent one of the nation's largest private funding sources for breast health and breast cancer screening, treatment and education programs. The San Antonio Affiliate of Susan G. Komen for the Cure is currently accepting applications for grants of **\$20,000 or more for local breast cancer screening, treatment and education programs.** The Affiliate seeks community-based, breast health and breast cancer projects that benefit medically under-served, priority populations, including racial/ethnic minorities, elderly, low-income, special needs/disabled, the working poor, under- and uninsured with an innovative and/or collaborative approach.

Application details are available at www.komensanantonio.org under Grants. Drop down to How to Apply for Funding, select Request for Applications. Templates include cover page, organizational summary, project work plan and logic model, program budget, budget justification and additional sources of support (see checklist link). Include attachments for key personnel, proof of non-profit status and relevant evaluation forms. The completed application should provide full organizational audited financials and balance statement, board member listing, Komen funding history, and, per Komen HQ, all grant contracts will include insurance requirements. Funded projects are for one (1) year; no multi-year proposals will be considered. The grant application process is competitive and based on available funding. Whether or not an organization has received a grant(s) in the past, funding subsequent years is never guaranteed.

Important Note – Applications will be accepted for any breast health or breast cancer screening, treatment and education project in Bexar County. However, programs that specifically address the objectives outlined below will be given priority. All requests for scientific research funding should be directed to Susan G. Komen for the Cure's Award and Research Grant Program. More information on research funding is available at www.komen.org/grants.

Funding Priorities – Through a community needs assessment – 2011 Bexar County Community Profile Executive Summary available at www.komensanantonio.org – the Affiliate has identified the following funding priorities for services provided in Bexar County:

- Access to breast health and breast cancer services for medically under-served priority populations including free or low-cost screening, diagnostic, treatment, after-care and transportation services.
- Patient navigation programs that remove any physical, cultural and/or linguistic barriers priority populations may face and ensures services and treatment throughout the entire continuum of breast health care.

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- Community outreach programs providing culturally appropriate targeted education that explains breast cancer risk factors, breast self-awareness, screening guidelines and healthy lifestyle choices for women with a particular emphasis on medically under-served priority populations. Programs directed to breast health education for military personnel also will be considered.

Important Dates

Application Deadline (<u>must be emailed AND postmarked</u>)	December 15, 2011
Grant Award/Decline Notification	March 30, 2012
Funded Program Start/Finish Dates	April 1, 2012 – March 31, 2013
Grant Contracts Forwarded	April 6, 2012
First Grant Installment Forwarded	Once executed contract returned

Eligibility–

- Projects must be specific to breast health and/or breast cancer (e.g., if program is combined breast and cervical cancer project, funding may only be requested for the breast portion).
- Applicants must be a U.S. non-profit (federally tax-exempt) organization (i.e., 501(c)(3) non-profit organizations, educational institutions, government agencies, and health institutions).
- Services must be provided in Bexar County, Texas.
- If relevant, applicants must ensure that all past and current Komen-funded grants are up-to-date and in compliance with Komen requirements.
- Indirect costs, if applicable, should be no more than **15 percent** of direct costs (e.g., rent, utilities, technology support, insurance, accounting, telephone, project-related office supplies).
- Equipment costs, if applicable, may not exceed **\$5,000** and **MUST** be used exclusively on this breast health/breast cancer project.
- Salaries, if requested, must be for percentage of time that personnel related to this project commits to the breast health/breast cancer specific program and not the general work of employee.

For questions prior to submission, contact Elyse Alaniz, Grants/Advocacy Coordinator, 210-222-9009 x 100, elyse@sakomen.net

Education Materials – A variety of education materials are available through Susan G. Komen for the Cure. Many are targeted to priority populations. Before requesting funds to purchase items from other sources or create new materials, visit www.komensanantonio.org to review available resources. Komen grantees are eligible to receive preferred pricing for Komen educational materials. We recommend that Komen materials be used in the project whenever possible. Additional resources for free educational materials include the National Cancer Institute and the Center for Disease Control.

Letters of Support and Additional Materials – DO NOT send additional materials (e.g., reprints, complete curriculum vitae or letters of support); these WILL NOT be reviewed.

Confirmation of Receipt of Application – If confirmation of receipt is requested, include a self-addressed, stamped postcard that will be returned immediately upon receipt of application. DO NOT contact the San Antonio Affiliate regarding the status of the application during the review period.

Review – Applications received complete, and meeting compliance guidelines, will be submitted for grant review by a panel established through the local Grant Committee.

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Selection Criteria – Applications will be judged on the following criteria:

- **Impact:** How will the program reduce breast cancer mortality? How closely does the program align with the funding priorities?
- **Feasibility:** How likely is it that the objectives and activities will be achieved within the scope of the funded program? Is the budget appropriate and realistic?
- **Capacity:** Does the organization, program director and his/her team, have the expertise to effectively implement all aspects of the program? Is the organization respected and valued by the target population? Is it culturally sensitive?
- **Collaboration:** Does this program enhance collaboration among organizations with similar or complementary goals?
- **Sustainability:** Is the program likely to be sustained? Is the impact likely to be long-term? In the event that Komen does not fund the program, are other funds being actively pursued to continue the program?
- **Reliability:** Is the program evidenced-based? Has the program been piloted or tested?
- **Project Budget:** Budget has clear justification for each line item; reflective of project narrative. Personnel costs are for project staff only and are in line with not-for-profit salaries. Applicant included all expenses needed to ensure project's success.
- **Financial Stability:** In addition to healthy financials, does the agency have a minimum contribution requirement of its board members; and/or what percent of board members make annual donations?
- **Diversity:** Is there diverse representation on the organization's board (gender, race, professional/community backgrounds)?

Funding Allocation – Funding is based on net revenues generated through the Susan G. Komen San Antonio Race for the Cure. The apportioned percentages for this year's funding includes: Screening - 60 percent, Treatment - 20 percent, Education - 20 percent.

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Submission Process – Application must be **emailed (scanned document to include one complete PDF file) and mailed (postmarked no later than December 15, 2011)**. Original and 10 printed copies of complete application must be paper clipped or binder clipped. Stapled or spiral bound materials WILL NOT be accepted.

Forward applications to:

Grants Committee
Susan G. Komen for the Cure
San Antonio Affiliate
P. O. Box 6678
San Antonio, Texas 78209
info@sakomen.net

For grant requests \$5,000 or less, visit www.komensanantonio.org for Small Grant guidelines and application process.