

## Frequently Asked Questions (FAQs)

### **Q 1: Who do I contact for technical assistance with my grant proposal and the application process?**

A: Empire Health Foundation (EHF) staff provides technical assistance for the Washington State Rural Facilities Capital Grants Partnership Fund application process. This includes how to navigate the online application system (FluidReview) and guidance for crafting a strong proposal. To set up a technical assistance session, please contact:

- Kelly Knutson at [kelly@empirehealthfoundation.org](mailto:kelly@empirehealthfoundation.org), 509-321-7507

For direct technical assistance support, please contact:

- Jeri Rathbun at [jeri@empirehealthfoundation.org](mailto:jeri@empirehealthfoundation.org), 509-919-3047

### **Q 2: What is the goal of the Washington State Rural Facilities Capital Grants Partnership Fund?**

A: The Fund is intended to support the advancement of quality healthcare in under-resourced communities by making grants to hospitals, outpatient clinics, and other healthcare providers in rural areas of Washington State. Investments in the infrastructure of rural clinics can contribute to increased access to services for patients by adding new technology or equipment that may have been previously unavailable. Improvements to health facilities and equipment also have a proven positive impact on physician retention and recruitment.

### **Q 3: Can I apply for this grant cycle if my facility was previously awarded?**

A: No. An individual facility is eligible to receive funding only once. If you are a health system with multiple facilities, each facility is eligible for a single award. With this in mind, it is important to submit a proposal for the project of greatest need for your facility.

### **Q 4: Can I apply with two or more proposals in the same grant cycle?**

A: Yes, we will consider multiple proposals from the same organization in the same grant cycle, however, multiple grants can only be awarded to eligible organizations for different sites of service. It is always important to apply with your strongest proposal, and for organization's greatest need.

### **Q 5: Does the money have to be used by a certain date?**

A: The funding timeline is a year and we specify a final report date in the grant agreement. We also ask that you specify the project timeline in the grant application. If you need more time beyond the final report date, you may apply for a no-cost extension.

### **Q 6: Is there a minimum amount of money I can apply for?**

A: Your funding request must be between \$25,000 and \$100,000. We recommend that you apply for the necessary amount of money you actually need for the capital project.

### **Q 7: I am in a rural area, but not as defined by the USDA's definition of rural and/or the Rural Health Information Hub's 'Am I Rural' Tool. Does this mean that my organization is ineligible**

**for this grant opportunity?**

A: Not necessarily. Both tools are helpful for defining Eligible Organizations, however, we understand that some rural areas may not be eligible through these tools alone. Please contact us for more information.

- Jeri Rathbun at [jeri@empirehealthfoundation.org](mailto:jeri@empirehealthfoundation.org), 509-919-3047

**Q 8: Do you require that the program be funded by more than one source besides this Partnership Fund?**

A: No. The program can be fully funded by the Rural Facilities Capital Grants Partnership, though we always appreciate seeing other partners and collaborators involved in a project, and in general, this can increase your chances of receiving funding through this grant cycle.

**Q 9: Do you provide general operating support?**

A: No. Grants will not support general operations, including administrative, indirect, or overhead costs. Other restricted uses include projects associated with core government functions, such as roads, utilities, and public safety; K-12 education; arts programming; deficits or debt reduction; endowments; scholarships; fund-raising events or sponsorships; or reimbursement for items already purchased.

**Q 10: I have several capital project needs– which would you recommend?**

A: If your organization has multiple ideas for capital projects, try to select one that is the most appropriate fit for the Rural Facilities Capital Grants Partnership Fund and that is the most feasible for your organization to complete as specified in the proposal. For further guidance, consider these general tips:

- It is always helpful if you can clearly articulate the need you are addressing. For instance, consider answering the following questions with your proposal:
  - Are you serving an underserved or at-risk population?
  - How is your target population selected?
  - Is your project helping overcome a barrier or providing an opportunity that would otherwise be unattainable for your target population?
  - What will happen if you do not receive funding for your project?
- It is always helpful if you can clearly demonstrate targeted outcomes and intended impact for the population served. Use data whenever available. Tell us what success looks like, and how you plan to measure it.
- If relevant, talk about your plan to leverage internal and external funding and resources to support your project. Diversified funding strategies and community collaborations can help build a strong proposal.