

UnitedHealthcare StudentResources Fund

American College Health Foundation

GRANT PROPOSAL GUIDELINES

Fund Objective:

The American College Health Foundation's *UnitedHealthcare StudentResources Fund* was established in March 2001, to support ACHA Annual Meeting programming and other ACHA professional development activities benefiting ACHA members.

With growing national concerns regarding the prevalence and complexity of mental and behavioral health issues among college students and the negative impact these disorders have on the health and safety of higher education communities, student retention, student learning / academic progress, and the human potential of students, *UnitedHealthcare StudentResources* has expanded its funding support to initiate two annual \$5,000 grants.

The *UnitedHealthcare StudentResources Initiatives in College Mental and Behavioral Health Grants* are designed to fund the development of creative initiatives that address prevention, early intervention and treatment for mental and behavioral health disorders among students. The goal of these initiatives is to reduce the risk of mental and behavioral illness and injury among college students and to enhance both individual and community health as a strategy to support student learning.

More specifically, these grants will support funding for the following.

1. Identifying and tracking students' mental and behavioral health needs as they relate to individual and community health, student retention, student learning and academic advancement.
2. Assessing environmental factors that may contribute to or provide protection from mental and behavioral health disorders. This may include institutional social and cultural factors as well as public policies that affect the health of students.
3. Assessing the adequacy of campus and community resources and partnerships that provide prevention, early intervention and treatment services for students affected by mental and behavioral health disorders.
4. Developing collaborative, strategic campus-wide initiatives and resource allocation that strengthen the health of the campus-learning environment and reduce the risk for development of mental and behavioral health disorders among students.
5. Developing community and public health initiatives and resources designed to increase awareness, early recognition and active intervention for mental and behavioral health issues across campus.
6. Strengthening theory-driven, evidence-based methods and processes for mental and behavioral health assessment, early intervention, treatment, referral and post-treatment follow-up, including multidisciplinary professional development and capacity-building for appropriate health center, counseling center, student services and academic faculty and staff.
7. Development of campus-wide communication strategies to address an immediate threat to on-campus populations as a result of an individual's mental status and actions.

Grant applications will need to demonstrate:

- Strategic and collaborative partnerships across campus that create a shared vision and responsibility for reducing mental and behavioral health concerns.
- Theory-driven-evidence based planning
- Measureable process and outcome evaluation
- Funding that will allow the initiative to continue after grant funding is completed.
- Describe their student population including the number enrolled and the number of students in the population that the grant is designed to reach.

Eligibility Requirements:

Only American College Health Association Institutional or Individual Members are eligible to apply. An ACHA Membership Number must be included on the application form. At least one person signing the application must be an ACHA member or RMI.

Ineligible Requests:

This Fund does not support activities directly tied to fund raising events, advertising, purchase of routine supplies/equipment other than that needed to implement the project or professional development activities unrelated to the project. Activities such as outside speakers used to train leaders for the project are acceptable. Funding does not cover indirect costs.

Grant Application Procedure:

1. All applications must be typed, single or double-spaced.
2. Electronic submissions are required. Please email your application in **pdf format only** to ACHF at: mproudfoot@acha.org
3. If an applicant is unable to submit electronically, applications will be accepted by mail if received on or before the deadline date. No exceptions. (Please notify the ACHF Office if you plan to mail your application.) Applicants must submit an original plus five (5) copies for a total of six (6) copies of their grant proposal.
4. The Grant Application Form Cover Sheet must be signed by two different individuals: first, the proposed Project Director and second, the Project Director's supervisor or authorizing agent.
5. Applicants may apply to only one ACHF grant award offering per year.

Grant Application Review/Award Process:

Each application will be reviewed for completeness and for its relevance to the Fund objective. Award decisions will be made by the *American College Health Foundation Board of Directors* in collaboration with a designated representative of *UnitedHealthcare Student Resources*.

Application Timeline: The deadline for grant applications for the 2012 - 2013 school year is **January 31, 2012. All applications must be received or postmarked by the deadline date.** Award recipient(s) will be announced at the 2012 ACHA Annual Meeting scheduled for May 28 - June 1 in Chicago, Illinois.

Amount of Financial Assistance: Individual allocations of up to \$5,000 may be granted.

Length of Financial Assistance: Project funding is available for use over a 12-month period. Grant allocations are distributed in two payments, 50% at the beginning of project work and the remaining 50%, six months later, after a mid-year report has been submitted to the ACHF office.

Post Project Requirements: Grant recipients shall submit a project results report to the American College Health Foundation within 60 days of the completion of the funding cycle. In addition to the final report, an abstract describing the results of the project will be submitted to the American College Health Foundation and Fund benefactor (UnitedHealthcare StudentResources). Copies of the abstract may be made available to ACHA members during the ACHA annual meetings or in ACHA/ACHF publications to demonstrate the effectiveness of the fund's objective. Grant recipients may also be requested to make a presentation at a future American College Health Association conference (state, regional, national) and/or write an article for publication in a college health related periodical discussing project outcomes. In addition, *UnitedHealthcare StudentResources* may share successful practices developed to advance the fund's objective of reducing the risk of mental and behavioral illness and injury among college students and to enhance both individual and community health as a strategy to support student learning.

GRANT APPLICATION FORM COVER SHEET

UnitedHealthcare StudentResources Initiatives in College Mental and Behavioral Health Grant

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|---|
| Title of Project: _____ |
| Total Funds Requested: _____ |
| Project Director: Name: _____ ACHA Membership #: _____ Position title: _____ College/University: _____ Address: _____ _____ Telephone and FAX (area code, number, extension) TEL: _____ FAX: _____ E-Mail Address: _____ |
| Student Health Center Authorizing Agent: Name: _____ Title: _____ College/University: _____ Address: _____ _____ Telephone and FAX (area code, number, extension) TEL: _____ FAX _____ E-Mail Address: _____ |
| Post Project Requirements Grant recipients shall submit a project results report to the ACHF and Fund benefactor (UnitedHealthcare StudentResources) and may be requested to make a presentation at a future ACHA conference (state, regional, national) and/or write an article for publication in a college health related periodical discussing the outcome of the project. In addition, UnitedHealthcare StudentResources may share successful innovative practices developed with grant dollars with university health centers to advance the fund's objective of advancing the diagnosis, treatment and education of mental and behavioral health in college students. |
| Project Director I agree to accept responsibility for the implementation of the proposed project and to provide the post project requirements as outlined if the project proposal is awarded as a result of this application. SIGNATURE (in ink) _____ DATE: _____ |
| Project Director's Supervisor or other Authorizing Agent: I endorse the proposed project and accept responsibility to monitor project progress and completion of post project requirements. SIGNATURE (in ink) _____ DATE: _____ |

GRANT PROPOSAL OUTLINE

Please submit *UnitedHealthcare StudentResources Initiatives in College Mental and Behavioral Health* grant proposals using the following format:

Section I. Executive Summary (1/2 page)

Provide an overall description of the project initiative.

Section II. Project Description (three page limit)

This section should address the following points:

- Describe the overall funding request in a concise paragraph.
- List the specific objectives of this funding request.
- Explain in what ways this proposal will benefit students.
- Identify key personnel/partnerships who will be involved in the project.
- Describe evaluation procedures that will be used to measure the outcomes/impact of this proposed project.
- Identify other resources that will support this proposed project.
- Indicate total amount of funds requested. (Complete Section III to show how these funds will be used to support the proposed project)
- Describe the student population including the number enrolled and the number of students in the population that the grant is designed to reach

Section III: Budget (one page)

Provide budget detail, including funds requested and justification for their use.

Submission:

- Email completed fund application forms to: mproudfoot@acha.org
- Be sure to complete and email the Grant Application Form Cover Sheet along with your grant application documents. *In addition to electronic submission, hard copies of applications can be mailed to:

Marthea Proudfoot
American College Health Foundation
1362 Mellon Road, Suite 180
Hanover, MD 21076

- For more information, please contact Marthea Proudfoot at the American College Health Foundation: Phone: 410-914-5575