FirstRisk Advisors Initiatives in College Mental/Behavioral Health Funding Opportunity
American College Health Foundation

PROPOSAL GUIDELINES

Objective:
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, award sponsor, FirstRisk Advisors, through the American College Health Foundation is offering one annual $3,500 award.

The FirstRisk Advisors Initiatives in College Mental/Behavioral Health Funding Opportunity is 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, the opportunity 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.

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 campus health professionals who are American College Health Association Individual Members or employed at an ACHA Member Institution are eligible to apply. If an applicant is not an Individual Member but is employed at a Member Institution, the institution’s representative individual member
(RMI) must also sign the application. 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:**

Funding does not support activities directly tied to fundraising events, advertising unrelated to the project, purchase of routine supplies/equipment other than that needed to implement the project. It does not cover attendance at conferences or professional development activities unrelated to the project. However, activities such as outside speakers used to train leaders for the project are acceptable. Funding does not cover indirect costs.

**Application Procedure:**

1. All applications must be typed, single or double-spaced.
2. Electronic submissions are required. Please email your proposal and signed Application Cover Sheet Form in ONE pdf file to ACHF at: srathell@acha.org. Only proposals in pdf formatted documents will be accepted.
3. The 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.
4. Applicants may apply to only one ACHF funding opportunity per project per year. An applicant may apply to more than one opportunity if the projects are completely unrelated.
5. 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 in advance if you plan to mail your application.) An original plus five (5) copies (total of six) of the proposal must be mailed ONLY if not submitting electronically.

**Application Review/Award Process:**

Each application will be reviewed for completeness and for its relevance to the award objective. Weight will be given to proposals that develop or utilize partnerships and that can demonstrate internal financial and in-kind support. It is important that project outcomes and impact be both identifiable and measurable. Consideration will be given to proposals where institutional commitment to sustain the project is evidenced. Decisions will be made by the American College Health Foundation Board of Directors.

**Application Timeline:**

The deadline for applications for the 2019-2020 school year is February 1, 2020. All applications must be received or postmarked by the deadline date. Recipient(s) will be announced at the 2020 ACHA Annual Meeting scheduled for May 24 - 28 in Chicago, IL.

**Amount of Financial Assistance:** Individual allocations of up to $3,500 may be awarded.

**Length of Financial Assistance:** Project funding is available for use over a 12-month period. Allocations are distributed in two payments, 50% at the beginning of project work (mailed to the school in early July of 2019) and the remaining 50%, six months later (January 2020), after a mid-year report has been submitted to the ACHF office.

**Post Project Requirements:** 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 Award benefactor, FirstRisk Advisors. 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. Recipients will also be required 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. This requirement can also be fulfilled by being interviewed or writing an article for the ACHF quarterly newsletter, The Impact. Please also take and include a photo of your project, project group, students interacting with the project, or a headshot of the Project Director at the school which ACHF may print in “The Impact.”
# 2019 APPLICATION FORM COVER SHEET

**FirstRisk Advisors Initiatives in College Mental/Behavioral Health**

<table>
<thead>
<tr>
<th>Title of Project:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Total Funds Requested:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Project Director:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name:</td>
</tr>
<tr>
<td>ACHA Membership #:</td>
</tr>
<tr>
<td>Position title:</td>
</tr>
<tr>
<td>College/University:</td>
</tr>
<tr>
<td>Address:</td>
</tr>
<tr>
<td>Telephone:</td>
</tr>
<tr>
<td>TEL:</td>
</tr>
<tr>
<td>CELL:</td>
</tr>
<tr>
<td>E-Mail Address:</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Student Health Center Authorizing Agent:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name:</td>
</tr>
<tr>
<td>Title:</td>
</tr>
<tr>
<td>College/University:</td>
</tr>
<tr>
<td>Address:</td>
</tr>
<tr>
<td>Telephone:</td>
</tr>
<tr>
<td>TEL:</td>
</tr>
<tr>
<td>CELL:</td>
</tr>
<tr>
<td>E-Mail Address:</td>
</tr>
</tbody>
</table>

**Post Project Requirements**
Recipients shall submit a project results report to the ACHF and funding benefactor, First Risk Advisors, 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, FirstRisk Advisors may share successful innovative practices developed with award dollars with university health centers to advance the award’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.
PROPOSAL OUTLINE

Please submit FirstRisk Advisors Initiatives in College Mental and Behavioral Health Funding Opportunity 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 proposals and signed Application Form Cover Sheet in one pdf file to: srathell@acha.org

If unable to submit electronically, hard copies of applications can be mailed to:

American College Health Foundation
Attn: Silvia Rathell
8455 Colesville Road, Suite 740
Silver Spring, MD 20910

For more information, please contact Silvia Rathell at the American College Health Foundation:
Phone: (443) 270 4555 Email: srathell@acha.org