

**OSU Moore Family Center  
2021 Healthy Community Outreach Grants  
Frequently Asked Questions**

This is a list of frequently asked questions about the 2021 Moore Family Center Healthy Community Outreach Grants. Full instructions and application will be made available on our website at: <https://health.oregonstate.edu/moore-center/hcop/rfp>

**Q: What is the source of funding for the 2021 Moore Family Center Healthy Community Outreach grants?**

A: These grants are made possible by the generous philanthropic contributions of Mr. Bob Moore to the OSU Moore Family Center via the OSU Foundation. The OSU Moore Family Center is the fiscal agent on all Healthy Community Outreach Grants.

**Q: How do I apply for funding?**

A: Follow this link to the Moore Family Center website: <https://health.oregonstate.edu/moore-center/hcop/rfp> Click on "Download RFP". This document contains all of the instructions plus the application questions that you will need to answer. All application materials must be submitted via this [Qualtrics link](#).

**Q: How much is each grant award and how many will be awarded this year?**

A: Grants will be awarded in the \$5,000 to \$15,000 range. The number of grants awarded will vary based on the number of applications received, amounts requested, and quality of project proposals submitted.

**Q: Can a project request funding for multiple years?**

A: The funded period will be from October 1, 2021 to December 31, 2022. Funded projects must show significant progress has been made toward achieving the objectives in the first 6 months by submitting mid-year progress reports. Projects with minimal progress without satisfactory justification will be subjected to funding adjustment, including termination, for the remaining period.

**Q: Can an outside organization / community partner apply for funding?**

A: This is an internal (OSU) funding opportunity. Therefore, the Principal Investigator on the grant must be an OSU Extension Faculty member. A community partner may be listed as a Co-PI or in another role on the grant.

**Q: Can the grant funds be used to support personnel costs (wages and OPE)?**

A: Yes, the Moore Family Center funding can be used to support wages and benefits of an OSU employee (faculty, staff or student). Keep in mind that wages and OPE are very expensive and careful budget planning is needed. Some cost-effective ways to support additional staff for your project would be to hire a student intern, host an AmeriCorps member, or add some FTE to an existing staff person. A budget template is provided on the Moore Family Center website.

**Q: Can a non-OSU employee (community partner) have part of their wages and OPE paid for by the HCO grant?**

A: In order to have wages and OPE paid for directly by the Moore Family Center (OSU index) they MUST be an employee of OSU. Some specialized support for your project may be paid for through contracted services. For example, one previously funded project contracted with an outside agency to develop and deliver media content.

**Q: I want to hire a student intern with the grant funds. Can I hire a student from a local community college or other university?**

A: YES! We love supporting students of all kinds, and OSU Student Positions can be made available to any student regardless of institution, including high school students. For more information on hiring a NON-OSU student into a student position reach out to: [Student.Employment@oregonstate.edu](mailto:Student.Employment@oregonstate.edu)

**Q: Are these grants for OSU Extension FCH Faculty only, or can other Extension programs apply?**

A: The Principal Investigator on these grants should be an Extension faculty member or program coordinator and should be the local person responsible for ensuring all aspects of the grant are implemented. Other OSU faculty, staff or community partners may be listed as a Co-PI or serve in another role on the grant. Cross-program, cross-college and multidisciplinary collaborations are strongly encouraged as well as partnerships with campus-based or statewide faculty and can include any Extension program area (Agriculture, Sea Grant, Forestry, etc.) Each individual listed on the grant should have a clearly defined role. More information about building your Healthy Community Outreach team can be found in the RFP.

**Q: If multiple areas of the state are interested in a similar project theme, can we submit more than one proposal for funding?**

A: Coordinating proposals may be submitted if faculty in multiple areas of the state are interested in implementing similar projects that share or pool their resources to have a broader impact. Principal investigators on each of the grant proposals should represent the local county-based faculty working in collaboration with local community partners. On-campus or statewide partners may be listed on more than one grant application. All proposals will undergo a competitive peer-review process and there is no guarantee that all proposals will be accepted for funding.

**Q: Can I apply for funding if I have received a Healthy Community Outreach grant in the past?**

A: Yes, previously funded PIs are eligible to reapply for new grants. All projects must meet the evaluation criteria outlined in the 2021 RFP.

**Q: How many letters of support do I need?**

A: You will need letters of support from your Extension budget authority to approve any in-kind contributions (including FTE) that will support the project. We also require a letter of support from community partners collaborating on the project. Letters of support should be uploaded

with your application packet as one combined PDF document (please do not send them separately).

**Q: Are there limits to how many applications can be submitted or awarded per Extension region?**

A: There are no requirements or limitations on proposals in a given Extension region or county. One of the evaluation criteria is whether or not the project will have a broader regional or even statewide impact. But “region” can refer to any geographic area larger than one county. So for your project the “region” could be your CCO region or other area. Be sure to define the target population / region in your proposal.

**Q: Do these grant proposals need to go through the Cayuse system?**

A: Because this is an internal funding opportunity they do not need to go through Cayuse. A letter of support from your relevant OSU budget authority is sufficient.

**Q: When are applications due?**

A: Completed applications including all letters of support and completed budget templates are due by August 15, 2021.

**Q: How late on the deadline will you accept the proposals?**

A: We will accept them all the way until 11:59 PM PDT, in the event anyone needs those extra hours.

**Have another question?** Submit it to [Jenny.Rudolph@oregonstate.edu](mailto:Jenny.Rudolph@oregonstate.edu).