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*Delaware Community Foundation**Highmark Blue Cross Blue Shield Delaware's (Highmark BCBSD)  
BluePrints for the Community (BluePrints)*

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**HIGHMARK BCBSD BLUEPRINTS REQUEST FOR [SMALL GRANT PROPOSALS](#)**

Highmark BCBSD BluePrints is seeking SMALL grant proposals for health-related projects, programs and supportive services. BluePrints for the Community, administered by the Delaware Community Foundation, has contributed over \$19 million to the community since its inception in 2007. Community-based nonprofit organizations, community development organizations, and social service organizations, or other government entities, are eligible to apply. Preference is given to programs that fit BluePrints for the Community priority areas, listed below:

- Increasing access to health care for uninsured/underserved
- Reducing health disparities in minority communities
- Supporting early childhood development with initiatives focused on health
- Recruiting and training health care professionals
- Addressing social determinants of health

**BluePrints Eligibility Factors**

Grants may be used to initiate effective health programs and services or expand existing services that offer viable solutions. To be eligible for a SMALL grant, an organization must meet the following criteria:

- Be a nonprofit defined as tax exempt under section 501c3 of the Internal Revenue
- Be located and operate in the state of Delaware with the majority of the program/project administered in Delaware (DE). Organizations not located in DE are eligible to apply if the requested funds are used solely for a program/project being administered in DE

- Organizations with an active BluePrints for the Community standard or special grant are eligible to apply for this opportunity as long as the request is for a program/project that is different than the other active proposal
- Additional eligibility factors:
  - Grant requests cannot exceed \$20,000
  - SMALL grants may not be used as supplemental funding for larger BluePrints grants requests
  - Funds may be used to initiate effective health programs with strong collaboration with other community-based organizations and minority-led organizations

### **Period of Grant Timeline**

Request for SMALL grants are reviewed on a rolling basis with decisions announced to applicants at the beginning of each month.

### **Past SMALL Grant Examples**

These are simply examples and not all-inclusive of eligible proposals. BluePrints for the Community proposals should always clearly explain its measurable impact and outcomes specific to health.

- Increasing access to health care for the uninsured/underserved: Health programs to provide mental health services for individuals dealing with homelessness; a mobile health unit that visits areas of the state with a high density of migrant workers.
- Reducing health disparities in minority communities: Past grants related to reducing disparities have included programs/projects that provide free screenings in low-income areas so that health conditions can be better assessed and managed; programming geared toward minority youth to reduce stigma around mental wellness and breakdown cultural barriers to seeking care.
- Supporting early childhood development with initiatives focused on health: Past grants related to early childhood have included vision programs that offer free or discounted eye exams to low-income students; school-based program that provided virtual wellness support to students struggling during the pandemic; activities that encourage healthy habits and behaviors early in order to avoid future poor health outcomes.
- Recruiting and training health care professionals: Past grants related to early childhood have included a family medicine residency program; scholarship and tuition assistance programs for CNA and other health care job training; transportation support for high school students pursuing health-related certifications.

- Addressing social determinants of health: health literacy program to increase utilization of preventive care and ultimately lower cost related to declining health; building green spaces in urban areas to improve health conditions like asthma.

## **BluePrints Budget Guidelines**

### Allowable Costs Include:

- Salary - grant funds may be used to cover salaries for project-related employees, but cannot be used to pay salary costs for employees who are already employed full time. Exceptions may be made in circumstances where a specified position is supported primarily by grant funds and the applicant can demonstrate that the requested funds would replace existing grant funds.
- Consultant fees
- Materials and supplies (e.g. office supplies, health-related materials)
- Printing and travel that are reasonable and necessary for program/project implementation
- Indirect costs cannot exceed 10% of total costs

### Not Allowable Costs Include (these items should not be included in the grant budget request):

- Salary costs for staff who are already employed full-time by their organization (see exceptions above)
- Construction, alteration, maintenance of buildings or building space, unless essential to program/project implementation
- Dues for organizational membership in professional societies
- Awards for individuals
- Billable services provided by physicians or other providers
- Permanent equipment (e.g. computers, video monitors, software printers, furniture) unless essential to program/project implementation and not available from other sources
- Educational materials from non-BCBSD sources if comparable materials are available from BCBSD

## **BluePrints Eligibility Questionnaire**

### **BluePrints Community Priorities\***

Preference is given to programs that fit BluePrints for the Community priority areas, listed below. Please select any with which this proposal aligns.

#### **Choices**

Increasing access to health care for uninsured/underserved  
Recruiting and training health care professionals  
Reducing health disparities in minority communities  
Supporting early childhood development with initiatives focused on health  
Addressing social determinants of health  
Other

### **Is Your Organization a 501(c)3 as Designated by the IRS or Eligible Government Agency?\***

Highmark Delaware only accepts applications from 501(c)3 nonprofits or Eligible Government Agencies (must operate to serve the public good and not generate revenue, i.e. libraries, parks, public school districts; not the office of Management & Budget or the Division of Revenue).

#### **Choices**

Yes  
Yes, Through a Fiscal Sponsorship  
No

### **Is Your Organization Located in Delaware?\***

#### **Choices**

Yes  
No

### **Will the Majority of the Program/Project Initiative be Administered in Delaware?\***

All grant proceeds must be used to provide programs and services for Delaware residents.

#### **Choices**

Yes  
No

### **I, or an Employee of my Organization, Serves on the BCBSD Advisory Council or BOD?\***

Applicants must disclose any conflict of interest due to representation by their organization on the Highmark Blue Cross Blue Shield Delaware's BluePrints (BCBSD) Advisory Council or Board of Directors (BOD).

#### **Choices**

Yes  
No

## I, or an Employee of my Organization, Serves on the DCF Advisory Council or BOD?\*

Applicants must disclose any conflict of interest due to representation by their organization on the Delaware Community Foundation (DCF) Advisory Council or BOD.

### Choices

Yes

No

## Do You Agree With the Above BluePrints Guidelines?\*

### Choices

Yes

No

## Do You Agree With the Above Budget BluePrints Guidelines?\*

### Choices

Yes

No

## *Conflict of Interest Part II*

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**If Answered Yes, Please Choose From the Choices Below.\***

### Choices

I currently serve on the BCBSD Advisory Council

I currently serve on the BCBSD Board of Directors

An employee from our organization current serves on the BCBSD Advisory Council

An employee from our organization current serves on the BCBSD Board of Directors

## *Conflict of Interest Part II*

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**If Answered Yes, Please Choose From the Choices Below.\***

### Choices

I currently serve on the DCF Advisory Council

I currently serve on the DCF Board of Directors

An employee from our organization current serves on the DCF Advisory Council

An employee from our organization current serves on the DCF Board of Directors

## *Fiscal Sponsorship*

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### **If Applying Using a Fiscal Sponsorship, Will you be Able to Provide Documentation?\***

If answered yes, you will need to provide documentation verifying your Fiscally Sponsored relationship.

#### **Choices**

Yes

No