

# MICHIGAN HEALTH ENDOWMENT FUND

## 2025 HEALTHY AGING GRANT APPLICATION QUESTIONS

PLEASE NOTE THIS DOCUMENT IS FOR REFERENCE ONLY. ALL APPLICATIONS MUST BE SUBMITTED THROUGH [OUR ONLINE GRANT PORTAL](#) BY 5:00 P.M. ET ON JUNE 5, 2025.

The **Healthy Aging Initiative** aims to improve the health and quality of life of Michigan's older adults and their caregivers, while reducing the cost of care.

To achieve this aim, the initiative seeks to support projects that will collectively make meaningful progress toward improving the quality of health care for older adults in the health care system, coordinating care in the community that will improve health outcomes and lower overall costs, and providing more support at home for family or professional caregivers.

### APPLICATION LENGTH

We respectfully request that you limit your application narrative to a total of 10 single-space pages, excluding attachments. This is approximately 5,000 words.

### PROJECT INFORMATION

#### PROJECT DETAILS

In this section, we'll ask for the basics: **Project Title, Request Amount, Project Start Date, and End Date**. More information can be found in the grant portal.

*NOTE: We ask that you limit project titles to 100 characters, including spaces. Please use plain language that clearly describes the project and spell out all acronyms in titles.*

#### PROJECT OVERVIEW

The questions in this section are aimed at capturing a brief summary of your work. You will have the opportunity to provide more details on your proposal in the following sections.

- A. GEOGRAPHIC REACH:** Please share the specific geographic region(s) that this project intends to serve.
- B. PROBLEM STATEMENT:** In a few sentences and in plain language, what is the key issue or problem you are trying to address and how will this project benefit older adults and/or those who care for them?
- C. KEY PARTNERS:** List the project's key partners. If they will receive direct financial support through this project, please indicate the anticipated amount for each partner.
- D. POTENTIAL IMPACT:** In three sentences or less, describe the key outcomes from your project and why you know this work will be impactful if funded.

## PROJECT NARRATIVE

This section provides the opportunity to expand in greater detail about your proposal.

- A. PROJECT SIGNIFICANCE:** Why is working on this issue or topic important for older adults and/or those who care for them? What data or other evidence supports the need for the issue or topic you seek to address? How will the work outlined in this proposal impact the issue or topic you just described? (Please limit your response to three paragraphs.)

### WHAT WE'RE LOOKING FOR:

Projects that clearly demonstrate the need to work on a key issue or problem in the geography you are looking to serve through a comprehensive literature review, surveys or needs assessments, expert consultations, and input from the target population(s) and community.

- B. WORK PLAN:** Please provide more details about the proposed project, including a timeline and description of any milestones, reports, deliverables, or end products that will be completed by your organization or your partners.

NOTE: *A project work plan can be uploaded as a separate document in the Attachments section.*

- C. APPLICANT CAPACITY & EXPERIENCE:** Provide a brief statement of how this project aligns with your organization's mission and priorities and describe your organizational experience and capacity to lead this project. In other words, why is your organization best suited to take on this proposed work?

### WHAT WE'RE LOOKING FOR:

Proposals that can clearly demonstrate, with evidence of past success or through new partnerships, that project partners have the capacity and expertise to implement the proposed work.

- D. COMMUNITY VOICE:** How do you intend to engage members of the community or those you serve in the development or implementation of the program?

### WHAT WE'RE LOOKING FOR:

Ensure that community (those being served or with lived experience) voice is shared in the proposal. Projects clearly and intentionally involve the individuals being served or the broader community in the planning, design, implementation, and/or evaluation of the initiative. When possible, go beyond relying on already available data and surveys and include those being served in the decision-making process. Optional: utilize this [Community Engagement Tool](#) to support this answer.

- E. DISPARITIES AND HEALTH EQUITY:** How does your project aim to reduce health disparities or promote health equity?

### WHAT WE'RE LOOKING FOR:

Equitable projects that: 1) Benefit or increase access for populations most affected by a health issue; 2) remove barriers to health; 3) empower communities; and 4) engage community leaders in decision-making.

- F. TARGET POPULATION:** Who and how many Michigan residents will be served by this project (e.g., 200 total participants or 100 older adults and informal caregivers)?

### WHAT WE'RE LOOKING FOR:

Projects that target older adults and/or caregivers (formal and informal) of older adults. Projects that aim to address unmet needs and focus on populations that face health disparities or disproportionate barriers to improved health. Proposals may include an intergenerational

component that benefits older adults who participate.

**G. COLLABORATION:** Explain why you and each one of the partners in your proposal are best suited to do the work outlined in the initiative, both today and for the long-term sustainability of the work.

### **WHAT WE'RE LOOKING FOR:**

1) Projects that have or will include the target population(s) and community in the planning, implementation, or evaluation of the project; 2) projects that include multi-sector partnerships with defined roles and responsibilities; 3) proposals that include formal letters of commitment from key partners; 4) proposals that focus on one organization will be less competitive.

## **POTENTIAL IMPACT**

**A. EVALUATION APPROACH:** All proposals are required to submit a document outlining a proposed project evaluation approach. We are interested in understanding the impact of your proposed project. We want to understand how you will be improving health outcomes of older adults and how you will measure those outcomes. The Health Fund has resources available to help you evaluate your project – the [Evaluation Approach: How to Guide](#) and the [Healthy Aging Measurement Recommendations](#). Neither are required, but they can offer helpful guidance on ways you could measure your impact. The Healthy Aging Measurement Recommendations provides various measures that our projects often utilize (e.g., quality of life).

*NOTE: Documents that detail your evaluation approach must be uploaded in the Attachments section.*

**B. OUTCOMES:** If applicable, please detail the following:

1. What short- and long-term outcomes or impacts do you anticipate for individuals or participants involved in your initiative?
2. What short- and long-term outcomes or impacts do you anticipate at the organizational level?
3. What short- and long-term outcomes or impacts do you anticipate at the system/community level?
4. What qualitative and/or quantitative methods, tools, or data sources will you use?
5. How will your evaluation plan uphold principles of equity in terms of community participation, data disaggregation, using feedback to improve program delivery, or other aspects? (See the [Equitable Evaluation Initiative](#) for more information.)

*NOTE: Short-term outcomes are outcomes that will be achieved during the performance period of the grant. Long-term outcomes detail the impact that grant will have beyond the performance period of the grant. More information on outcome types is available in the [grant portal](#).*

**C. OTHER IMPACTS:** If there are any other impacts not noted above that you would like to share, please take the opportunity to include them here (e.g., inform broader policy, produce health care savings, potential replicability in other areas, or potential for sustainability beyond the grant period).

## **ADDITIONAL DOCUMENTS**

In addition to answers to these questions, applicants will provide budget information and other proposal materials through the [grant portal](#). This includes a list of required attachments:

1. Current annual operating budget, including expenses and revenue
2. Most recent annual financial statements (audited or independently reviewed, if available)

3. Detailed project budget (in Excel or as a PDF, see [sample template](#))
4. Budget narrative (may be included within the detailed project budget or attached separately)
5. Letters of support from other organizations demonstrating collaboration and affirming need for the project
6. Workplan (optional if already described in the appropriate field in the application)
7. Evaluation approach

Please [log in](#) to get started, or [view our RFP](#) for more information about our priorities.