

Bemidji Area Indian Health Service  
Division of Environmental Health Services  
**Environmental Sustainability Initiatives – 2025**

***Background***

Environmental degradation, resource depletion, and climate change are expected to have disastrous consequences on human health and pose significant challenges for public health entities. Environmental public health practitioners have an essential role in working with communities to build capacity and advance resiliency to such challenges. The purpose of this solicitation is to fund community-based tribal initiatives that demonstrate support of healthy populations, develop resilient communities, and are self-sustaining in the long term. Initiatives must demonstrate development and/or enhancement of partnerships between IHS or tribal environmental health professionals and multidisciplinary tribal programs to address community environmental resiliency.

***Goal***

We are seeking to develop partnerships with tribal communities that align with the Bemidji Area Indian Health Service (BAIHS) Division of Environmental Health Services (DEHS) vision for environmental sustainability: *We promote, model, and weave environmental sustainability into the fabric of our program. We partner with tribal communities in developing and enhancing their resilience to climate change, resource depletion, and environmental degradation.*

***Support for Community Resilience/Sustainability***

Community resilience can be defined as the development and engagement of community resources to thrive in a dynamic environment. Communities that can withstand change, uncertainty, unpredictability and surprise from the above challenges are able to thrive in such conditions. Another characteristic of resilient communities is they intentionally develop personal and collective capacity to respond to and influence change. Communities are encouraged to seek out methods for reducing energy usage as well as reducing their reliance on long supply chains that are totally dependent on fossil fuels for essential items. Resilient communities strive for: localized food production and distribution systems, localized energy production, walkable communities, reduced consumption of materials, recycling, zero energy buildings and waste, local currency, improved social connections and higher quality of life, etc.

**RFP Deadline/Funding Amount/Appropriate Expenses**

***Requests for funding must be received by COB February 14, 2025.*** Awards will be announced by March 21, 2025.

- The maximum award for individual initiatives is \$15,000. We are anticipating funding three or four projects.
- Funds are non-recurring. No more than one initiative per applicant will be funded at any one time. A payment schedule, via Annual Funding Agreement contract modification or purchase order, will be agreed upon with selected applicants. The funding cycle for initiatives should ideally be 12 months from the date of the initiative award. Initiatives are not subject to Indirect Costs.
- Any tribal or IHS entity is eligible to apply as long as the proposed initiative meets the criteria described in this solicitation.
- Funds may be used for education materials, supplies, printing, dissemination, outreach expenses, and other items as agreed upon.
- Ineligible costs include: entertainment, food and beverages, mileage, and most large petroleum products.

## Funding Priorities

- While not required, higher consideration will be given to initiatives leveraging in-kind or cash matches.
- Higher consideration will be given to initiatives that demonstrate a significant environmental public health impact such as projects incorporated within the tribe and maintained for multiple years.
- Higher consideration will be given to comprehensive, multi-disciplinary initiatives that incorporate baseline assessments.
  - First Nations Development Institute-Food Sovereignty Assessment Tool.  
<http://www.firstnations.org/knowledge-center/foods-health/FSAT-2nd-Ed>
  - Green Steps Cities <https://greenstep.pca.state.mn.us/>

## Project Proposal Elements

### 1) *Issue or Need the Initiative will Address (20 points)*

Explain how the proposed system/project will meet the following criteria:

- Care for Public Health (People)
  - Comfort
  - Health
  - Affordability
  - Reliability
  - Clarity
  - Support
  - Longevity
  - Understanding
- Care of the Supporting Environment or Structures
  - Health – Minimize risks, make it so health is improved, enhanced, supported.
  - Durability – Make it robust and able to be maintained and repaired. *Will the project remain affordable to those who pay for maintenance and operation in 10 years? 20 years? 40 years?*
  - Adaptability – Make it flexible, able to respond to changing needs and conditions.
  - Resiliency – Make it able to endure, recover, or resume operation after stress.
  - Value – Make it meaningful; create systems that inspire care.
- Conserve resources for generations to come. Take care of planet. (Earth)
  - Communities are encouraged to seek out methods for reducing energy usage as well as reducing their reliance on long supply chains that are totally dependent on fossil fuels for essential items. Transition Towns strive for: localized food production and distribution systems, localized energy production, walkable communities, reduced consumption of materials, recycling, zero energy buildings and waste, local currency, improved social connections and higher quality of life.
  - Explain how this project will be sustained after this initial money is exhausted. The durability of this project, and how it will be incorporated into the reservation culture.

### 2) *Goals & Objectives and Implementation (30 points):*

- **Goal** statement that indicates what is anticipated to be accomplished

- **Objectives statements** that relate directly to the initiative's goal(s). Description of the major activities necessary to achieve each objective and who will be responsible for each activity. Each goal should be listed separately, with a description of specific objectives and activities that will be done to achieve those goals. The Objectives should be:
  - Specific
  - Measurable
  - Achievable
  - Realistic
  - Time-framed – when will the objectives be achieved?
- Listed below are **Areas to Consider** when writing objectives. They are listed in order of largest to least impact with the first typically being the largest impact.
  1. Influencing Policy and Legislation
  2. Changing Organizational Practices
  3. Fostering Coalitions, Networks, and Partnerships
  4. Educating Providers
  5. Promoting Community Education
  6. Strengthening Individual Knowledge and Skills

### 3) **Partnerships and Tribal Involvement (20 points):**

- **Describe** the primary programs involved in implementing the initiative and their respective roles. Participation from the local IHS or tribal environmental health specialist and the tribal community is **required**.
- Include a letter of commitment from primary programs involved in the initiative. Letters should include a statement from the partner as to their commitment to fulfill their specified role(s) in the initiative.

### 4) **Evaluation (20 points):**

- Include a detailed evaluation plan that is directly linked to the goals, objectives, and activities of the initiative. Describe the methods by which the initiative's progress and effects will be measured and documented.
- The evaluation should enable you to demonstrate the success of your initiative. Quantify numbers and trends, such as: numbers of presentations, devices distributed or installed, numbers of participants, tons of solid waste; trends over time—comparisons to baseline numbers, which show increases in recycling tonnage and tons of solid waste diverted, acres with native landscaping, increases in knowledge, skills, and attitudes of target population, reductions in fuel consumption, pollution, etc.

### 5) **Budget (10 points):**

- Provide a detailed budget and narrative justification consistent with stated objectives and activities.

## Reporting Requirements

Each awardee must submit to the BAIHS a final report upon the completion of the contract. The report due dates will be included in the award notification letter. Additional reporting may be required depending on the nature of the project. Ten percent of the total award amount may be retained until the final report has been submitted and accepted by the BAIHS, Division of Environmental Health.

Project reports must include the following:

- Summary of initiative accomplishments, barriers, and lessons learned;
- Description of key initiative partners and their contributions to the initiative;
- Itemized listing of initiative expenditures;
- Summary of initiative evaluation, including applicable process, impact, and outcome data;
- Copies of any promotional materials produced for the initiative (newspaper articles, brochures, videos, educational materials, etc.)
- Photos are encouraged and can be emailed to your environmental health specialist.

## Proposal Instructions

Please submit the following documents:

1. Proposal Cover Sheet (see Attachment 1)
2. Proposal narrative with the following sections:
  - Background & Need
  - Goals & Objectives and Implementation
  - Capacity & Support
  - Budget
  - Evaluation

Proposals are **due by close of business on February 14, 2025** and will receive verification of receipt. Awards will be announced no later than March 21, 2025. Proposals should be emailed to:

Ryan Wheeler, Injury Prevention Specialist  
129 North Brown St.  
Rhinelander, WI 54501  
715-365-5125  
Ryan.wheeler@ihs.gov

<b>Attachment 1</b>		<b>PROPOSAL COVER SHEET</b>	
		<b>Bemidji Area Indian Health Service</b>	
		<b>Environmental Health Services Section</b>	
<b>1. Applicant Information:</b>			
		<b>Organizational Unit/Department:</b>	
<b>Applicant Point of Contact:</b>		<b>Address:</b>	
Phone Number:	Fax Number: (	City:	
Email:	State:	Zip Code:	
I am authorized to commit staff time and resources to accomplish the scope of work of this initiative should it be selected for funding. I understand that the initiative will be implemented in partnership with the technical assistance of a designated Bemidji Area IHS or Tribal Environmental Health Specialist.			
Applicant Point of Contact Signature:		Date	
<b>2. Initiative Description:</b>			
<b>Initiative Title:</b>		Proposed Begin Date	Proposed End Date
<b>Summary of Broad Initiative Goals</b>			
<b>3. Estimated Funding:</b>			
<b>Total Amount Requested from the Division of Environmental Health:</b>		\$	
<b>Amount from Other Sources (identify each source):</b>			
a.		\$	
b.		\$	
c.		\$	
d.		\$	
<b>Total Estimated Initiative Funding</b>		\$	
<b>Internal Use Only</b>			
<b>Date Received by BAIHS, DEHS</b>		<b>Approved for Funding:</b> <input type="checkbox"/> YES <input type="checkbox"/> NO	
<b>Ave. Review Score</b>		<b>Amount Approved: \$</b> .00	