2023 Grantmaking Guidance Document

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Advancing Equity Through Oral Health Application

Subprogram: Drive Federal Oral Health Policy

Q1: Do you have a specific federal policy or system you intend to influence, change, and/or maintain?

(Yes/No)

Q2A (If Q1 = Yes): Please describe the specific federal policy or system you intend to influence, change, and/or maintain. If there are multiple policies, please list all of them. (max, 4000 characters)

Please include an overview of (1) the current policy or system, (2) any historical context that exists, (3) the primary population that will be served, and (4) an explanation of why this is the right time to move in this direction.

If any policy priorities and/or system changes are less explicitly related to oral health policy (i.e., social and political drivers of health such as food insecurity, nutrition, transportation, language equity, etc.), please be specific and describe how the work will have a positive impact on oral health.

Please also include how a health and/or racial justice lens was used in the decision to focus on any of the listed policies.

Q2B (If Q1 = No): If a specific policy or system has not been prioritized, please describe the process that you will undergo to prioritize and build alignment around specific policies or systems. (5000 characters)

Please include an overview of (1) what internally within your organization, or externally within the environment, has created this window of opportunity for your project, (2) what sparked the conversation around driving federal oral health policy, (3) how the process and decisions will be intentionally informed by those closest to the problems you are trying to solve (4), what the plan and timeline are for identifying and determining what policies and/or systems you will work to influence, (5) what partners have been identified and what role you envision them playing or what contribution they will make to the outcomes and impact of this project.

Q3: Please describe the proposed project to complement the workplan below. What are the priority activities or tactics that will be used? How will they apply to a larger change strategy? How does this work build on previous work or existing expertise, infrastructure, or partnerships? (4000 characters)

Q4: Please describe the qualitative or quantitative data that will be collected and used to inform the activities, strategies, and approaches to this work. Please also describe how the data will be used and whether or not you will be able to share that data through grant reporting or other means throughout the grant year with CareQuest Institute for Oral Health or other partners. (5000 characters)

Note: This question is meant to clarify how data and measurement is used as a strategy for planning and program improvement and is different from the next question, which is meant to ask about the measurable impact of the proposed scope of work. We recognize that there is the potential for overlap.

Q5: Please share the ways you will use a health and/or racial equity lens to implement this project. Please include information about: (5000 characters)

- How the decision to focus on the strategies described above has been informed by a health and racial equity analysis

- How your data or measurement strategy will further support your use of a health and/or racial equity lens

- How a health and/or racial equity lens will be used to implement any specific activities or strategies, beyond naming who will be primarily impacted by the work

- How community and/or consumer voice, and particularly the voice of underserved and historically marginalized communities, will inform and be centered within your project

Q6: Please describe the quantitative and qualitative outcomes that the organization is seeking to accomplish through this work. What mechanisms will be used to measure, capture, or collect information about the intended outcomes throughout the project? (4000 characters)

Q7: CareQuest Institute has organized its grantmaking to support its four enterprise initiatives, listed below with brief descriptions. Based on the proposed project, which of the following initiatives is most closely related to the primary components of the grant request?

Note: Please select the option that most closely relates to your proposed project (includes an "other" option beyond the four initiatives).

- **Medicare and Medicaid Coverage:** protecting or expanding public health coverage to advance access to equitable oral health care

- **Oral Health Integration:** driving person-centered care through testing or spreading the integration of oral health into other areas of health care delivery

- **Oral Health Value-Based Care:** testing or spreading the components of the CareQuest Institute Three Domain Framework to 1) advance new models of value-based care and payment in states with more readiness or 2) build infrastructure in states with less readiness

- **Minimally Invasive Care:** engaging communities to raise awareness of non-invasive treatment solutions; systems-change advocacy work that promotes access to care and increased consumer agency (i.e., teledentistry, insurance coverage, nutrition/food insecurity, etc.)

- **Other:** advancing policies and data collection efforts that address social determinants and political drivers of health in historically underserved and underrepresented communities or other projects that may not fit into the four enterprise initiatives

Subprogram: Strengthen Community Voice and State Advocacy

Q1: Do you have a specific federal policy or system you intend to influence, change, and/or maintain?

(Yes/No)

Q2A (If Q1 = Yes): Please describe the specific federal policy or system you intend to influence, change, and/or maintain. If there are multiple policies, please list all of them. (4000 characters)

Please include an overview of (1) the current policy or system, (2) any historical context that exists, (3) the primary population that will be served, and (4) an explanation of why this is the right time to move in this direction. If any policy priorities and/or system changes are less explicitly related to oral health policy (i.e., social and political drivers of health such as food insecurity, nutrition, transportation, language equity, etc.), please be specific and describe how the work will have a positive impact on oral health.

Please also include how a health and/or racial justice lens was used in the decision to focus on any of the listed policies.

Q2B (If Q1 = No): If a specific policy or system has not been prioritized, please describe the process that you will undergo to prioritize and build alignment around specific policies or systems. (5000 characters)

Please include an overview of (1) what internally within your organization, or externally within the environment, has created this window of opportunity for your project, (2) what sparked the conversation around driving federal oral health policy, (3) how the process and decisions will be intentionally informed by those closest to the problems you are trying to solve (4), what the plan and timeline are for identifying and determining what policies and/or systems you will work to influence, (5) what partners have been identified and what role you envision them playing or what contribution they will make to the outcomes and impact of this project.

Q3: Please describe the proposed project to complement the workplan below. What are the priority activities or tactics that will be used? How will they apply to a larger change strategy? How does this work build on previous work or existing expertise, infrastructure, or partnerships? (4000 characters)

Q4: Please describe the qualitative or quantitative data that will be collected and used to inform the activities, strategies, and approaches to this work. Please also describe how the data will be used and whether or not you will be able to share that data through grant reporting or other means throughout the grant year with CareQuest Institute or other partners. (5000 characters)

Note: This question is meant to clarify how data and measurement is used as a strategy for planning and program improvement and is different from the next question, which is meant to ask about the measurable impact of the proposed scope of work. We recognize that there is the potential for overlap.

Q5: Please share the ways you will use a health and/or racial equity lens to implement this project. Please include information about: (5000 characters)

- How the decision to focus on the strategies described above has been informed by a health and racial equity analysis

- How your data or measurement strategy will further support your use of a health and/or racial equity lens

- How a health and/or racial equity lens will be used to implement any specific activities or strategies, beyond naming who will be primarily impacted by the work

- How community and/or consumer voice, and particularly the voice of underserved and underrepresented communities, will inform and be centered within your project

Q6: Please describe the quantitative and qualitative outcomes that the organization is seeking to accomplish through this work. What mechanisms will be used to measure, capture, or collect information about the intended outcomes throughout the project? (4000 characters)

Q7: CareQuest Institute has organized its grantmaking to support its four enterprise initiatives, listed below with brief descriptions. Based on the proposed project, which of the following initiatives is most closely related to the primary components of the grant request?

Note: Please select the option that most closely relates to your proposed project (includes an "other" option beyond the four initiatives).

- **Medicare and Medicaid Coverage:** protecting or expanding public health coverage to advance access to equitable oral health care

- **Oral Health Integration:** driving person-centered care through testing or spreading the integration of oral health into other areas of health care delivery

- **Oral Health Value-Based Care:** testing or spreading the components of the CareQuest Institute Three Domain Framework to 1) advance new models of value-based care and payment in states with more readiness or 2) build infrastructure in states with less readiness

- **Minimally Invasive Care:** engaging communities to raise awareness of non-invasive treatment solutions; systems-change advocacy work that promotes access to care and increased consumer agency (i.e., teledentistry, insurance coverage, nutrition/food insecurity, etc.)

- **Other:** advancing policies and data collection efforts that address social determinants and political drivers of health in historically underserved and underrepresented communities or other projects that may not fit into the four enterprise initiatives

Subprogram: Spread Learning Models to Broader Safety Net

Q1: Please describe the specific opportunities for advancing integrated and person-centered models of care in your state or region that you propose to influence through this project. Below is a list of examples. (5000 characters)

- Expanding the use of care coordination techniques and tools, health information technology (HIT), or interoperability

- Operationalizing a framework to effectively address various social determinants and political drivers of health or expanding use of population health management

- Building support for the implementation of oral health value-based health metrics payment

- Widening the use of telehealth and/or teledentistry for oral health

- Expanding and/or protecting public adult dental benefit coverage

- Fostering new, safe, and effective guidelines for infection control

- Expanding models of reimbursement that are outcomes- and value-based

- Other (please list)

For each opportunity that aligns with your proposed work, please include (1) a brief overview of the opportunity and what specific change(s) you seek to create, (2) insight into the current policies or regulations that are enabling or preventing these changes, (2) any historical context that exists, (4) the primary population that will be served, and (5) an explanation of why this is the right time to do this work.

Note: If any of the selected opportunities are less explicitly related to oral health policy (i.e., social and political drivers of health) please describe how the work will have a positive impact on oral health.

Q2: Please provide a description of the proposed work to complement the workplan below. What are the priority activities or tactics that will be used? How will they apply to a larger change strategy? How does this work build on previous work or existing expertise, infrastructure, or partnerships? (4000 characters)

Q3: What partners, if any, are you collaborating with on this project, and what is/are their role(s)? (4000 characters)

Q4: **Please describe the qualitative or quantitative data that will be collected and used to inform the activities, strategies, and approaches to this work. Please also describe how the data will be used and whether or not you will be able to share that data through grant reporting or other means throughout the grant year with CareQuest Institute or other partners. Examples of data could include, but are not limited to, patient utilization data, community health needs assessments, community or stakeholder surveys, stakeholder interviews, community or stakeholder polling, etc. (4000 characters)**

Note: This question is meant to clarify how data and measurement is used as a strategy for planning and program improvement and is different from the next question, which is meant to ask about the measurable impact of the proposed scope of work. We recognize that there is the potential for overlap.

Q5: **Please share the ways you will use a health and/or racial equity lens to implement this project. Please include information about: (5000 characters)**

- How the decision to focus on the strategies described above has been informed by a health and racial equity analysis

- How your data or measurement strategy will further support your use of a health and/or racial equity lens

- How a health and/or racial equity lens will be used to implement any specific activities or strategies, beyond naming who will be primarily impacted by the work

- How community and consumer's voice, and particularly the voice of underserved and underrepresented communities, will inform and be centered within your project.

Q6: **Please describe the quantitative and qualitative outcomes that you are seeking to accomplish through this work. How do you intend to measure, capture, or collect information about your intended outcomes throughout the project? (4000 characters)**

Q7: CareQuest Institute has organized its grantmaking to support its four enterprise initiatives, listed below with brief descriptions. Based on the proposed project, which of the following initiatives is most closely related to the primary components of the grant request?

Note: Please select the option that most closely relates to your proposed project (includes an "other" option beyond the four initiatives).

- ○ **Medicare and Medicaid Coverage:** protecting or expanding public health coverage to advance access to equitable oral health care

- ○ **Oral Health Integration:** driving person-centered care through testing or spreading the integration of oral health into other areas of health care delivery

- ○ **Oral Health Value-Based Care:** testing or spreading the components of the CareQuest Institute Three Domain Framework to 1) advance new models of value-based care and payment in states with more readiness or 2) build infrastructure in states with less readiness

- ○ **Minimally Invasive Care:** engaging communities to raise awareness of non-invasive treatment solutions; systems-change advocacy work that promotes access to care and increased consumer agency (i.e., teledentistry, insurance coverage, nutrition/food insecurity, etc.)

- ○ **Other:** advancing policies and data collection efforts that address social determinants and political drivers of health in historically underserved and underrepresented communities or other projects that may not fit into the four enterprise initiatives

Emergent and Relief Fund Application

The Emergent and Relief Fund may include a few different types of grants. Please complete the application based on the type of grant you are applying for:

- Emerging Opportunities: Projects aiming to develop innovative oral health approaches to respond to needs of consumers within, and beyond, the pandemic

- Relief Efforts: Natural disaster emergency response work, not necessarily related to oral health

- Urgent Needs: One-time urgent needs to support clinics and organizations through short-term challenges. (This category might include equipment replacement, Missions of Mercy, or other similar efforts, etc.)

Emerging Opportunity

Q1: Please provide an overview of the emerging opportunity you are proposing to address.

Please include an overview of how this need or opportunity came to be. As well, because CareQuest Institute is committed to work that focuses on high-need, underrepresented communities, please provide an explanation of who or which communities specifically will be served by this project.

Q2: Please provide a detailed description of your proposed work.

- What are the priority activities or tactics you plan to use and how, if at all, do they culminate into a larger strategy?

- What partners, if any, are you collaborating with on this project?

- Please share the ways you will use a health and/or racial equity lens and engage community in your proposed work.

- How will community voice, and particularly the voice of underserved and underrepresented communities, inform and be centered within your project?

Q3: How does the project build on previous work or existing expertise, infrastructure, or partnerships of your organization?

Q4: Please be as specific as possible and describe the quantitative and qualitative outcomes measures you plan to use to assess the progress and impact of this work. Please describe how you intend to operationalize and/or collect these measures in either the primary or secondary data.

*Please complete/upload a full project workplan as a part of this proposal.

Relief Efforts

Q1: Please provide an overview of the time-sensitive need you are proposing to address.

Please include an overview of how this need or opportunity came to be. As well, because CareQuest Institute is committed to work that focuses on high-need, underrepresented communities, please provide an explanation of who or which communities specifically will be served by this project.

Q2: Please provide a detailed description of your proposed work.

- What are the priority activities or tactics you plan to use and how, if at all, do they culminate into a larger relief effort?

- What partners, if any, are you collaborating with on this project?

- Please share the ways you will use a health and/or racial equity lens and engage community in your proposed work.

- How will community voice, and particularly the voice of underserved and underrepresented communities, inform and be centered within your project?

Q3: Please be as specific as possible and describe the qualitative and quantitative outcomes you plan to achieve, including the anticipated number of people/communities impacted by this work.

*No workplan required.

Urgent Needs

Q1: Please provide a summary of the request and an overview of the urgent need you are proposing to address.

Please include an overview of how this need or opportunity came to be, the geographic area served, the community needs or challenges that the proposed work would address, and the level and nature of community involvement in the project. As well, because CareQuest Institute is committed to work that focuses on high-need, underrepresented communities, please provide an explanation of which communities specifically will be served by this project.

Q2: Please be as specific as possible and describe the qualitative and quantitative outcomes you plan to achieve, including the anticipated number of people/communities impacted by this work.

Q3: If this proposal is for the replacement of unusable and essential clinical equipment, please describe the circumstances surrounding the equipment needs.

Please include a description of the current unusable equipment, the type of equipment to be purchased, and the total cost for equipment needs.

Q4: If this proposal is requesting support for an in-person dental services event, like Missions of Mercy or other similar efforts, please respond to the following prompts:

Please provide an overview of infectious disease and other safety protocols being implemented to ensure responsible execution of this in-person event. (This could include, but is not limited to, workflow adaptations; shifts in the size of the event, location, or supplies being used; expectations in terms of vaccine status of staff, volunteers, or patients; etc.)

Please provide any information on any of the following components that are being included in the event:

- o Vaccine education and distribution

- o Advocacy or policymaker engagement

- o Integrated care strategies (i.e., medical or behavioral screening, STD/STI testing, referral, etc.)

*No workplan required.

Organizational Demographics

Instructions

To keep ourselves accountable for advancing equitable policies and systems, we are respectfully requesting non-identifiable demographic data related to the categories below as part of the proposal submission process.

This information supports our efforts to regularly assess our grantmaking impact on target populations, measure progress toward our goal of engaging historically marginalized communities on the topic of oral health, and articulate our grantmaking impact to internal stakeholders and external audiences alike.

Please use the link on the application in Fluxx to download the Demographics Form and follow the instructions in the document to complete and re-upload the form.

Diversity, Equity, and Inclusion Statement

At CareQuest Institute f, our commitment to advancing oral health systems change that is equitable and responsive to the needs of diverse communities across the nation is one that we hope our partners share.

If your organization has developed a formal Diversity, Equity, and Inclusion/Justice, Equity, Diversity, and Inclusion (DEI/JEDI) statement, please enter it using the text field on the application in Fluxx.

This information supports our capacity to assess commitment and engagement across these values within the context of our grantmaking portfolio.

Workplan

Instructions

In conjunction with your detailed project description, a workplan that guides project implementation is required. In order to complete the workplan table, first select the number of project goals in the application on Fluxx.

Once the number of project goals is selected, enter information for each of the following. Once complete, save and the table will display.

For further assistance, please contact your grants associate.

- o **Goal:** Describe your project goal here (you can enter up to six goals). Please note that the goal should be a deliverable you wish to achieve with project funding.

- o **By when goal:** Choose the date the goal will be completed by.

- o **Objective:** Describe interim outcomes(s) that, if achieved, will result in the fulfillment of your goal (you can enter up to three objectives per goal).

- o **By when objective:** Choose the date the objective will be completed by.

- o **Activity:** Specify the actions you will take to achieve the objective (you can enter up to five activities per objective).

- o **Stakeholders of focus:** List the key stakeholders that will benefit from the implementation of this activity.

- o **By when activity:** Choose the date the activity will be completed by.

Budget

Instructions

Another required component of the grant application is the budget, including a narrative that connects the requested funding with specific elements of the proposal.

On the application in Fluxx, enter an indirect expense rate (up to 15%) for your proposal budget, and then select the Proposal Budget Form link to open the table. Please note that the indirect expense rate will automatically calculate based on the rest of your budget.

In the Proposal Budget Form, list personnel, other direct costs, and purchased services, and describe how the funds requested for each line item will be spent and how the amount was determined. Note that the Total Program Expense, Indirect Expense, and Expense Total will be calculated when you select the Save button.

For the personnel section, enter a brief personnel description, annual base salary, FTE, fringe percentage, CareQuest Institute grant support amount, and budget narrative for each line item. Also, include match support and other/in-kind support where appropriate.

For the other direct costs section, enter a brief description per line item for direct nonpersonnel project-related costs, CareQuest Institute grant support amount, budget narrative, as well as match support and other/in-kind support where appropriate.

For the purchased services line items, briefly describe costs for project consultants or contractors, CareQuest Institute grant support amount, budget narrative, as well as match support and other/in-kind support where appropriate.

Finally, for Advancing Equity through Oral Health proposals, in the other direct costs section, note the line item specific to travel: this line item is intended to support incidental costs associated with attendance at CareQuest Institute–sponsored events.

Frequently Asked Questions

1. **How can organizations apply for funding?**
   Organizations can apply for funding through CareQuest Institute's [online grants management portal, Fluxx.](#)

2. **Where can organizations learn more about the grant process?**
   Organizations can find more information about the funding areas by visiting our grantmaking landing page or by getting in touch with a member of the CareQuest Institute grants team.

3. **What types of organizations are eligible for funding?**
   CareQuest Institute makes grants to nonprofit or not-for-profit organizations in the United States and US territories. The Institute does not give grants to for-profit organizations or individuals.

4. **Should an organization submit a full budget as a part of the concept submission?**
   No, organizations do not need a full budget when submitting a concept, which is the first step in the proposal process. Our hope is that after any concept is approved, the process for writing and submitting a full proposal is collaborative and iterative in a way that can clarify any budget questions.

5. **Is there a funding amount maximum and/or a range for funding?**
   Coming into a new year with a new strategy, we want to remain flexible in relation to minimums and maximums and consider the scope of your work as well as its alignment with our priorities.

6. **How long is the typical grant period?**
   Each grant award is made for a maximum of one year, but grantees are welcome to submit new concepts and proposals following the end of their grant period.

7. **Does CareQuest Institute have a specific geographic focus or area of interest?**
   CareQuest Institute works to advance oral health system change efforts in a variety of geographic contexts; therefore, we encourage interested nonprofits to submit a concept regardless of their location or geographic focus. We expect that the work will have a local or state-based strategy, but we are also interested in thinking about how to apply learnings and findings from this work to national-level policy change, and we will welcome our grantee partners to engage in that conversation.

8. **Which organizations need to submit a concept in 2023?**
   We ask all interested organizations to submit a concept prior to submitting a full proposal. We are still determining the schedule for concept review in 2022.

9. **What budget line items are eligible/not eligible for funding?**
   CareQuest Institute does not make grants directly to individuals and does not support capital expenses, direct service, mobile vans, or payments for procedures.

10. **Can organizations have conversations with the grants team before applying for funding?**
    Absolutely! We encourage all organizations to reach out to a member of the grants team to discuss the program or project for which you are seeking funding. To connect with a team member, contact us at grants@carequest.org.

11. **What is the OPEN Network, and how do I join?**
    The Oral Health Progress and Equity (OPEN) Network is a network of policymakers, providers, public health activists, and grassroots organizers who are working to create a more equitable oral health care system. You can join the network by [visiting their website](#).