



500 Cities Data Challenge Full Proposal Application Overview

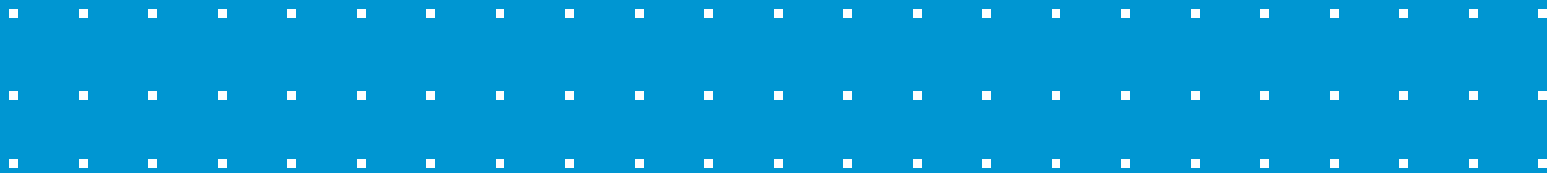
Friday, January 23, 2018

Thank you for joining us!

We will get started shortly!

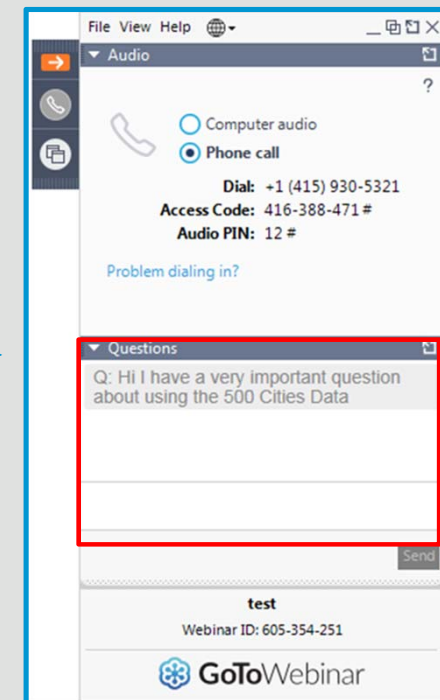
For the best webinar experience:

- *Listen by dialing in via Landline Phone*
- *Watch webinar on computer screen*



Webinar Reminders

- All microphones are muted
- Have a question? Use the 'Questions' function
- Webinar recording
- All resources discussed in today's webinar can be found at 500cities.urban.org



Overview

- Background
- Application Overview
- What We're Looking for
- Data Challenge Timeline & Recap
- Question & Answers

The 500 Cities Dataset



- Collaboration between
 - [Centers for Disease Control and Prevention](#)
 - [Robert Wood Johnson Foundation](#)
 - [CDC Foundation](#)
- Provides city- and census tract-level data on 500 largest American cities
 - Health outcomes
 - Risky behaviors
 - Use of prevention services



The 500 Cities Data Challenge

- \$1M grant initiative to support 6 – 10 projects that build the basis for comprehensive cross-sector collaboration to improve community health outcomes
- Address **social factors** that influence health
 - Housing
 - Education
 - Transportation
 - And more...
- Foster a broad **Culture of Health** and guide communities in using data more effectively



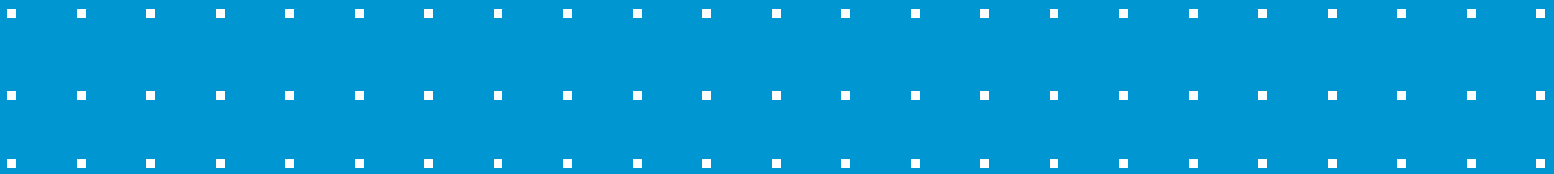
Robert Wood Johnson
Foundation



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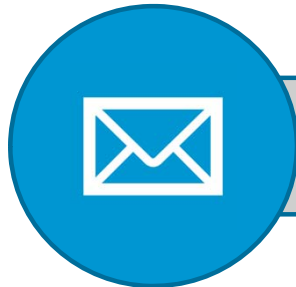
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Application Overview



Application Submission

- Submit Data Challenge Applications via email to 500citieschallenge@urban.org
- The deadline for applications is [5pm EST on or before Friday, February 2nd](#)



500citieschallenge@urban.org

Application Overview

Data Challenge Applications should be submitted as 2 PDF files

PDF #1

Proposal Documents

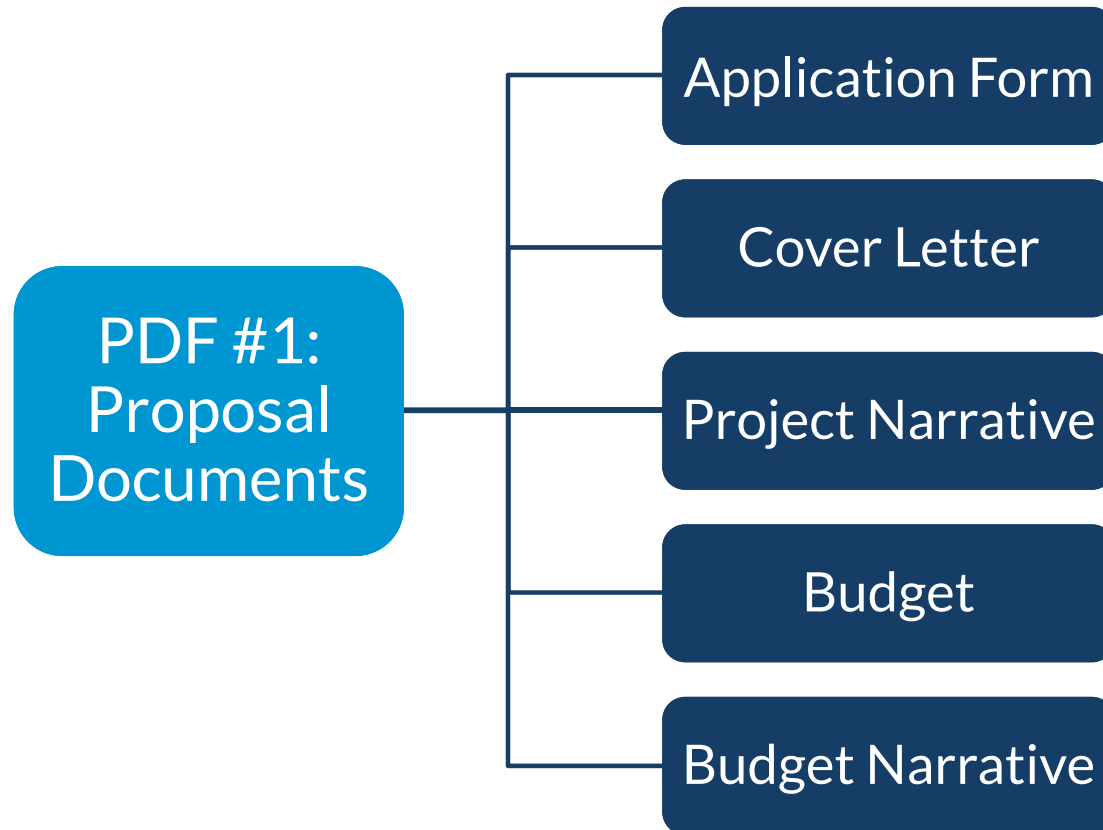
Save file as "Your Org. Name_Proposal Documents"
Ex: Urban Institute_Proposal Documents

PDF #2

Supporting Documents

Save file as "Your Org. Name_Supporting Documents"
Ex: Urban Institute_Supporting Documents

Application Components



Application Form

Applicants must complete the 500 Cities Data Challenge Application form, which your organization should have received from the Urban Institute attached to your invitation

Red Fields = Required information

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500 Cities Data Challenge Application Form

Please include this application form within PDF #1 (proposal documents)
*We recommend using Adobe Acrobat to enter required information into the PDF form fields. If you are using Mac OS Previewer, please only enter information into the form fields and refrain from using the text box feature.

Organization Information

Primary Organization Name: Organization Type:

Organization's EIN #: Organization Address:

City: State: ZIP:

Application Primary Contact: Title:

Email: Phone:

Point of Contact for Budget and Grant Information (if different):

Title: Email: Phone:

Is this project a collaborative or a partnership between more than one organization?

If so, please list all partnering organizations:

Proposal Information

Project Title:

Does the primary organization currently work in rural or underrepresented communities?

Does the proposed project have a *specific* focus on rural or underrepresented communities?

Please briefly describe:

Please indicate the geographic focus of the project:

Please briefly describe:

Total Amount Requested: \$

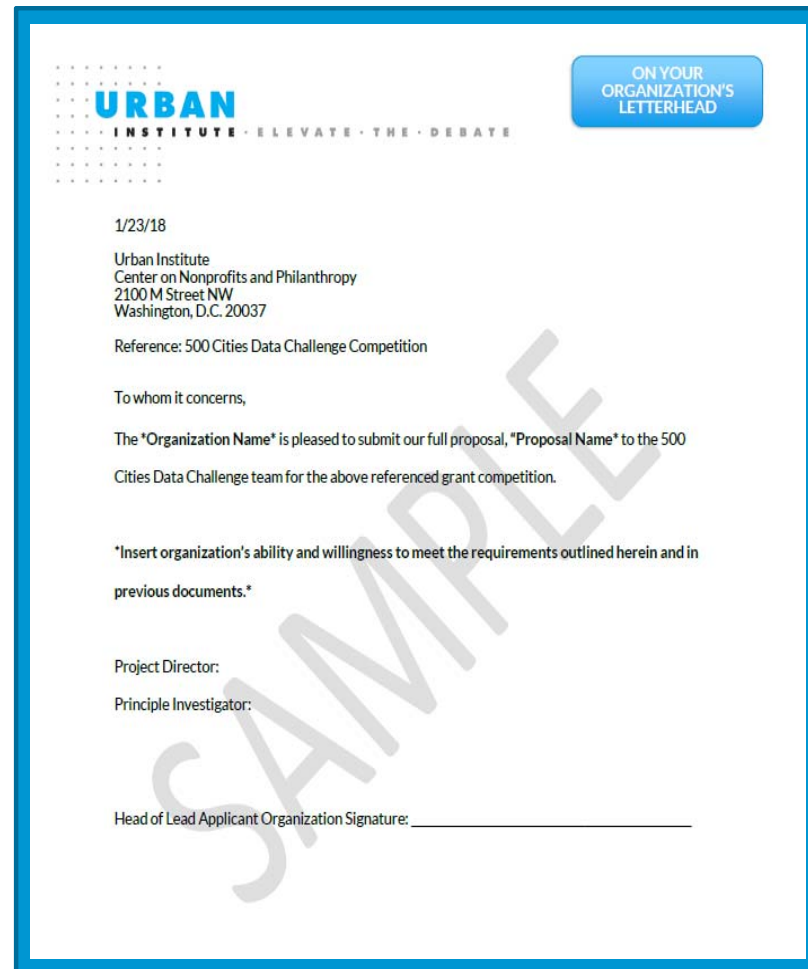
Proposed Period of Performance: April 1, 2018 -
(Not to exceed one year)

For Urban Use Only:

Proposal ID #: Score:

Cover Letter

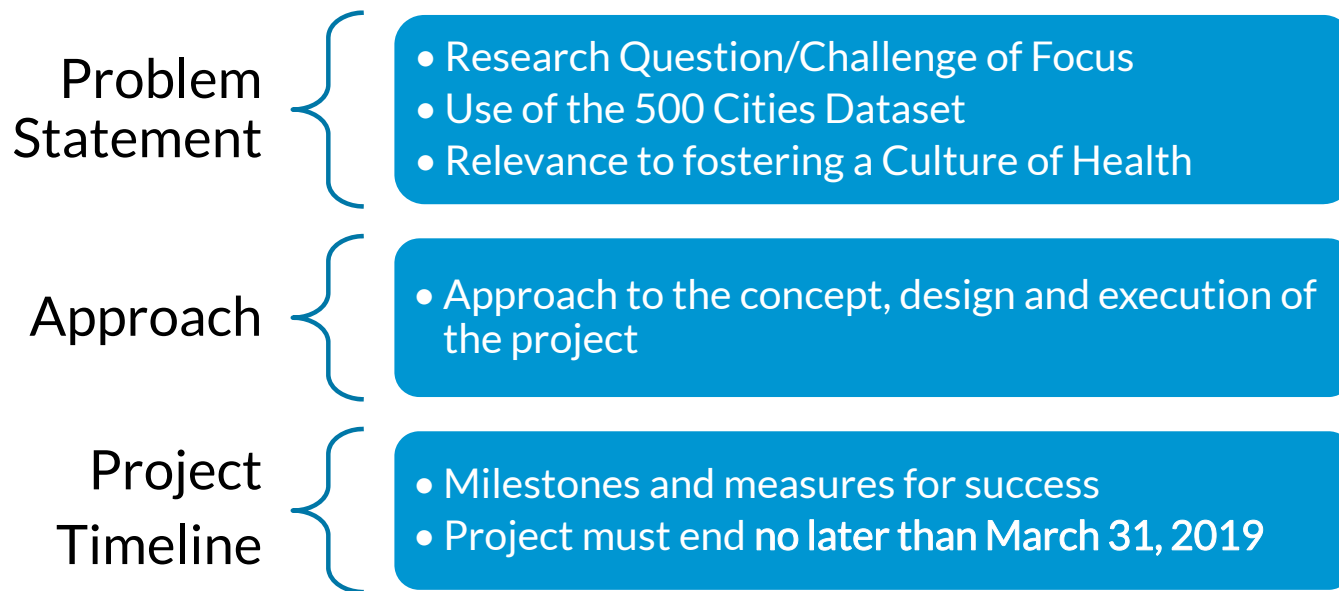
- One page, single-spaced, Times New Roman size 12 font
- Submitted on the applying organization's letterhead
- Introduces your organization, your proposal and the total amount requested
- Confirms ability to fulfill the proposal's requirements



The image shows a sample cover letter template for the Urban Institute. It features the Urban Institute logo at the top left, which includes the text "URBAN INSTITUTE · ELEVATE · THE · DEBATE" and a grid of dots. In the top right corner, there is a blue button that says "ON YOUR ORGANIZATION'S LETTERHEAD". The letter body contains the following text: "1/23/18", "Urban Institute", "Center on Nonprofits and Philanthropy", "2100 M Street NW", "Washington, D.C. 20037", "Reference: 500 Cities Data Challenge Competition", "To whom it concerns,", "The *Organization Name* is pleased to submit our full proposal, *Proposal Name* to the 500 Cities Data Challenge team for the above referenced grant competition.", "*Insert organization's ability and willingness to meet the requirements outlined herein and in previous documents.*", "Project Director:", "Principle Investigator:", and "Head of Lead Applicant Organization Signature: _____". A large, light gray "SAMPLE" watermark is overlaid diagonally across the center of the letter.

Project Narrative

The Project Narrative must include:



The Project Narrative should be **no longer than 5 pages**

Budget and Budget Narrative

The Proposal Documents PDF must also include a Budget of project expenditures and a corresponding Budget Narrative.

Budget

- Line items **must** include:
 - Personnel Costs
 - Fringe Benefits
 - Purchased Services*
 - Other Direct Costs*
 - Indirect Costs

Budget Narrative

- If such costs are a part of your budget, please include the following in your narrative:
 - Personnel
 - Fringe Benefits
 - Purchased Services
 - Indirect Cost

*Must be individually itemized (i.e. network/computer expenses, researcher rent, etc.), not grouped together in one line.

Application Components

PDF #2: Supporting Documents

Organizational Qualifications

Organizations capabilities, including any relevant project experience that demonstrates success in implementing a similar project

References

Names, titles and contact details for at least two (2) references which the Urban Institute may contact to aid its evaluation of your qualifications

Disclosures/Declarations

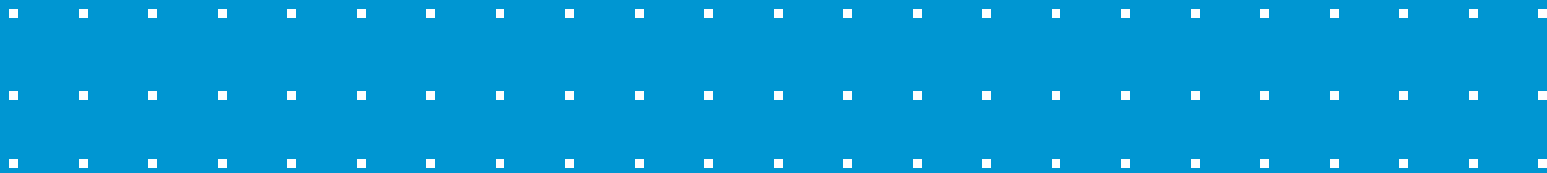
Disclose any potential conflicts of interests between you/your organization and this CFP.



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What We're Looking For



External Review Process

Application will be reviewed by an expert panel external reviewers

- **February 03 – 27:** Complete Data Challenge Applications will be reviewed by a panel of experts according to selection criteria.
- **February 28:** The Urban Institute will notify applicants of their award status.

Three overarching categories of criteria:

Project Alignment with Data Challenge Goals

Overall Quality of Application

Feasibility

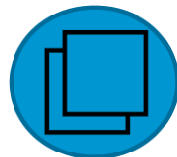
Project Alignment with Data Challenge Goals



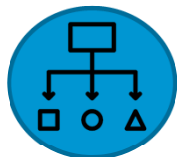
Innovative Application of 500 Cities Data



Cross-Sector



Replicable/Open Approach



Methodology/Instrumentation



Improves Health Outcomes

Overall Quality of Application



Project Implementation

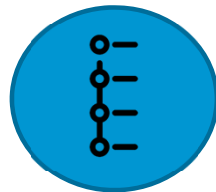


General Professionalism and
Proofreading

Feasibility



Budget/Budget Narrative



Timeline



Organization's Background and Expertise

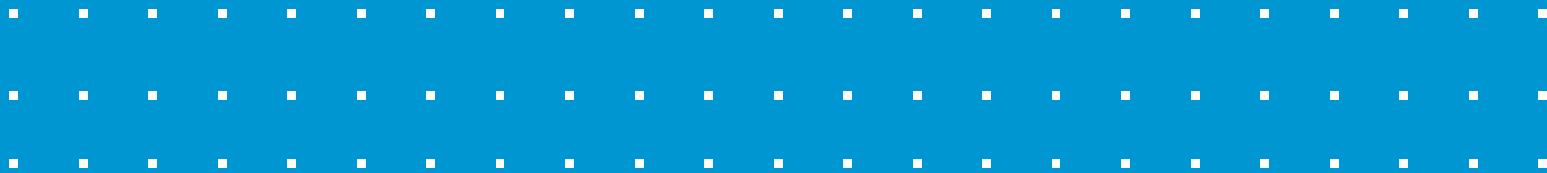


Staff Capacity

Strong Applications Will...

- Utilize the 500 Cities dataset as an integral and central component of the proposed project
- Clearly define the project's target geography/community
- Discuss in detail the impact your project can have on the target community
- Be feasible within the given timeline and budget

Data Challenge Timeline and Recap



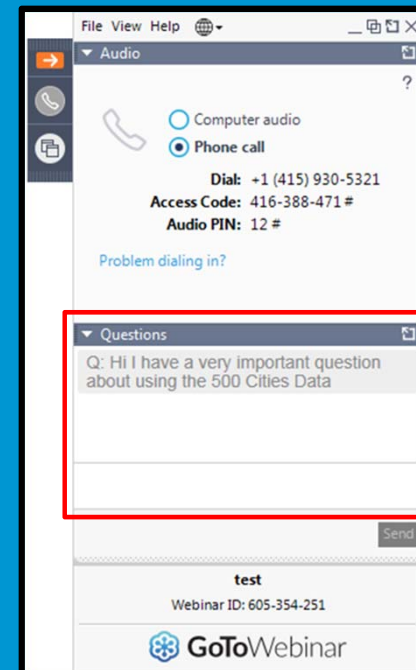
Recap

- Submit all data challenge applications, broken out into **two PDFs**, via email to 500citieschallenge@urban.org by **5PM EST on Friday, February 2nd, 2018**

Key Dates

- **February 02:** Data Challenge Applications must be submitted by 5 PM on or before Friday, February 02.
- **February 03 – 27:** Complete Data Challenge Applications will be reviewed by a panel of experts according to selection criteria.
- **February 28:** The Urban Institute will notify applicants of their award status.
- **April 01:** Grants will be distributed starting April 01.

Questions?



Additional Questions

- **Questions not addressed on this webinar** will be included in the FAQs found on the **500 Cities Data Challenge website, 500cities.urban.org**
- **Additional Questions:** Please thoroughly review the **Full Proposal Submissions Guidelines** and additional resources available in the “Key Materials” section of the 500 Cities Data Challenge website. If your question is still not answered, email **500citieschallenge@urban.org**



*Thank you for attending the
webinar, we look forward to
receiving your proposals!*

