Grants Program: Frequently Asked Questions

Grants Process

1. **How do I apply for a Desert Healthcare District grant or mini-grant?**
   The application process starts by visiting the grants page on the Desert Healthcare District website and clicking on the "Apply for Grant" or "Apply for Mini-Grant" button under the appropriate strategic goal.

2. **What is the typical turnaround time? On a full grant? On a Mini Grant?**
   The turnaround time on a full grant will vary depending on various factors; however, the goal is a turnaround time of one to two months. Mini-grants are typically approved within a one-month period.

3. **Do mini-grants have the same focus areas as larger grants?**
   Yes, mini-grants must fall within the strategic plan goals.

4. **What is the grant or mini-grant application deadlines?**
   The Desert Healthcare District and Foundation grants program has a rolling deadline. Initial applications are accepted throughout the fiscal year. Throughout the year, DHCD may release Request for Proposals that will each have specific deadlines. Please visit the DHCD website for updates.

5. **Is the DHCD accepting initial applications now?**
   Yes, we are currently accepting initial applications. Please visit the grants page on the DHCD website to start the process.

6. **How much funding from each focus area is allocated for mini-grants? Is it advantageous to apply early in the fiscal year before funds run out?**
   Mini-grants do not have a specific allocated of funding; however, they are part of the overall grant budget. Typically, funding for mini-grants do not run out.

7. **Does an organization need to have audited financials to apply for a full grant?**
   Yes, potential applicants must have audited financials to be considered for a full grant from the Desert Healthcare District. However, organizations do not have to have audited financials to apply for a mini-grant.

8. **Can organizations, located outside of the Coachella Valley, apply for grants?**
   Yes, organizations located outside of the District boundaries can apply for a grant if the proposed program/project serves District residents.

9. **For multi-year initiatives, does the non-profit need to submit a new application each year?**
   Multi-year grants will be evaluated on a case-by-case basis.

10. **Can an organization submit more than one initial application? In different categories?**
    No, it is not recommended for an organization to submit more than one initial application.

11. **Can requests cross into multiple focus areas? Ex. telehealth and mental health ... tele-psychiatry.**
    Yes, requests can cross into multiple focus areas as long as project deliverables align with all selected strategies.

12. **When grants are awarded for one year, does that timeline follow the calendar year? (I.E. January – December)?**
    No, awarded grants are based on a one-year cycle from the contract start date. The grant contract begins the beginning of the month following the board approval date.

13. **Can a grantee apply for both a mini-grant and a larger program grant?**
    No, organizations are encouraged to apply to either a full grant or mini-grant.

14. **What is the minimum or maximum ask for the mini grants?**
    Mini-grants have a maximum funding allocation of $10,000 and do not have a minimum ask requirement.

15. **Once the initial application has been processed, how much time is given to complete the final grant application?**
    The final grant application must be submitted within two months from the time the initial application was processed.

16. **Does the public have access to the grant scoring rubric?**
    Yes, the grant scoring rubric can be found on our website.

17. **What is an unfunded government mandate?**
    An unfunded government mandate is a policy or law implemented by local, state, or federal governments requiring an entity to perform certain actions without providing support or funding.

18. **Where do I submit progress reports and final reports for an approved grant?**
    For a full grant, all progress reports and final reports are made available and submitted via the grantee portal.

19. **What are the reporting requirements for a mini-grant?**
    Within 30 days of the mini-grant end date, grantees will be required to complete a brief survey reporting on project outcomes and takeaways along with submitting copies of all receipts pertaining to the mini-grant funds.

20. **Are representatives, from an applying organization, allowed to attend the Program Committee and Board of Director's meetings when their grant is up for consideration?**
    Yes, organizations are encouraged to attend both the Program Committee and Board of Directors meeting to answer specific questions pertaining to their grant request.

21. **When does the Program Committee meet?**

The Program Committee meets the second Tuesday of the month. Please visit the DHCD [website](#) for time and location.

22. **When does the Board of Directors meet?**
The Desert Healthcare District Board of Directors meets the fourth Tuesday of the month. Please visit the DHCD [website](#) for time and location.

Grants Management Software (Grantee Portal)

1. **Who do I contact if I am having trouble accessing my grantee portal or forgot my password?**
For technical assistance on the DHCD grantee portal, please email [info@dhcd.org.](mailto:info@dhcd.org)

2. **Can we transfer the grantee portal user credentials from one staff member to another?**
Yes, the user credentials can be reassigned from one staff member to another staff member. Please email info@dhcd.org for assistance.

Audited Financial Assistance Program

1. **How do we apply for funding for financial audits and how many years do we have to provide when applying or a full grant?**
Organizations interested in applying for funding to have an audit of their finances should email info@dhcd.org to receive more details on the process and requirements.

2. **Can an organization request a mini-grant to cover the costs of obtaining an audited financial statement?**
No, mini-grant funding is not available to cover the costs of obtaining an audit of the organizational finances. Special funding has been allocated to cover those specific costs. For more information, please contact us at [info@dhcd.org.](mailto:info@dhcd.org)