Community Benefits Grant Program
Things to Know Before You Apply

Overview
The Houston Methodist Community Benefits Grant Program provides direct and in-kind support to nonprofit organizations classified as a 501(c)(3) that are responsible for providing direct patient health care services to underserved, financially indigent populations. Houston Methodist offers two types of grants that can be applied for, the Community Benefits Grant (CBG) and the Mental Health Innovation Grant (MHI). The CBG will consider requests focused on direct access to health care services for the financially indigent, excluding mental health. The MHI will only consider requests for initiatives that are related to providing mental health support to the financially indigent.

Applicants can request support for programs and/or can request support for general operating. To be considered for a grant award, applicants must demonstrate how the requested funding will create direct access to health care services for the financially indigent (FPL of 200% or lower). Similar to program support requests, agencies requesting operating support will need to clearly describe how the funding will impact the financially indigent patient population and provide quantitative data on patients served by the award. Houston Methodist will not consider funding requests to provide what is defined by the institution as indirect or social services. Houston Methodist will also not consider capital campaign requests, equipment/capital costs, among others. See the Exclusions tab in this document for a full list of exclusions.

Eligibility
Those seeking support through the Houston Methodist Community Benefits Grant Program must meet the following requirements to be eligible for consideration:

- The organization must provide direct patient care for the financially indigent defined as 200% of the FPL or lower.
- The organization must indicate that funds will be used in the Greater Houston area only.
- The nonprofit charitable organizations must be tax exempt under Section 501(c) (3), Section 170 (c) or Section 509 (a) of the Internal Revenue Code.
- Applicant requests will be for one funding year. HM will not accept multi-year requests.
- Applicants may apply for operational support as well as program support via this grant.
- Houston Methodist will not consider capital campaign requests.
- Houston Methodist will not consider financial requests that exceed 20% of organization’s operating budget.
- Houston Methodist will not consider requests for mental health initiatives through the Community Benefits Grant; mental health initiative requests must be made through the Mental Health Innovation Grant.
### Key Terms Defined

#### Direct Patient Care

Houston Methodist defines direct patient care as hands-on, face-to-face or virtual contact with patients/clients for diagnosis, treatment and/or monitoring. Direct patient care activities have a direct influence on the health care of a specific patient or client. Examples of activities include, but are not limited to, examinations and health screenings, distribution of an immunization, or direct treatment of a condition (*i.e.* wound care, infusion services, surgical services, x-ray of a patient, conducting root canals, eye exams, physical therapy, counseling, etc.).

#### Financially Indigent

Houston Methodist defines financially indigent as a patient whose family income is less than or equal to 200% of the Federal Poverty Level (FPL). Many patients who meet this criteria are often uninsured, underinsured and/or on Medicaid. Applicants will have to demonstrate a clear process to determine how the requested funds will go towards a financially indigent population as described.

#### Access to Care

Houston Methodist prioritizes programs that demonstrate they are creating improved access to health services for indigent populations. Healthy People 2020 outlines four main pillars that create access: Coverage, Services, Timeliness and Workforce. Access can be demonstrated by indicating funds will help to offset the direct charge to a patient for care. It can also be a demonstration of how funds support the salary of clinical providers which allows the clinic to care for more people and can also reduce wait times for patients to secure appointments, among others.

#### Operating Support

Houston Methodist allows applicants to seek funding for general operating expenses. These funds go towards supporting overall activities at an organization. However, the organization must specify how the funding will impact direct patient care and benefit a specific number of patients who meet the financially indigent criteria. The organization must also ensure that funding is directed only to patient care-related operating expenses, such as medical staff salaries, supplies, medical equipment, etc. This is critical information that ensures Houston Methodist remains in compliance with federal and state requirements for charity care.

#### In Kind Support

Houston Methodist offers applicants an opportunity to receive in-kind support through the provision of at-cost lab tests and radiology services against the awarded in kind grant funds. This support allows patients to receive the medically necessary tests needed to confirm and/or monitor health conditions and diseases. Applicants can ask for both direct and in-kind grant support in an application.
Examples of Requests That Can be Considered:

The below is an outline of grant requests that could be considered for review. Please note this is not a comprehensive list but is designed to provide the prospective applicant with an idea of what type of initiatives Houston Methodist has invested in. Please note that while organizations are limited to requesting funding for just one project, they may make a dual ask that would cover both the specified initiative and other general operating support.

### Salary Support

**Example:** A charity clinic wants to hire an additional provider to accommodate the increase in patient volume. The increase in patient volume has led to longer first-time appointment wait times. The agency is requesting grant support to cover the salary of a new full-time physician to help minimize wait time and handle the increase of patients.

### Program Seed Funding

**Example:** A non-profit organization has noticed many of its patients have been indicating feelings of depression. The clinic only offers primary care services but this uptick in mental health issues among their patient population has prompted the clinic to try to better meet the growing need. The agency is requesting grant support to create a mental health department within their clinic.

### Service Expansion

**Example:** A Federally Qualified Health Center provides dental services to their patient population. Normally, they are only able to provide dental cleanings and fillings. However, they want to better meet the need of the population they are serving and are requesting grant support to expand and be able to provide additional services such as crowns and dentures to their patients.

### Operating

**Example:** A Federally Qualified Health Center noticed an uptick in the number of uninsured patients seeking care. They determined a per patient cost for the uninsured patient population and seek funding to serve a specific number of patients who qualify as financially indigent. This charity agency has requested general operating support with assurances that the funding will be directed to direct patient care related expenses including clinical staff salaries, medical and dental supplies and laboratory-related costs.

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Houston Methodist defines indirect services as support given to patients that is not directly provided by the awarded agency (i.e. agency uses award to pay an external third-party to provide the care or treatment). It also includes social support services such as case management, care navigation, transportation assistance, social work, housing support, food security services and more. Though all the above described services are critical to caring for the whole person, Houston Methodist funds via the Community Benefits Grants Program do not have the ability to be allocated to such initiatives.

Houston Methodist will not consider capital campaign requests, requests for funding equipment, technology implementation requests (ex. virtual care or EHS), overhead costs, facilities and maintenance requests. Inclusion of such requests will automatically be excluded from consideration. For example, if an applicant requests $100 and 10% of that request will go to support landscaping of the facility, Houston Methodist will automatically deduct that 10% from consideration and only review the remaining $90 ask.