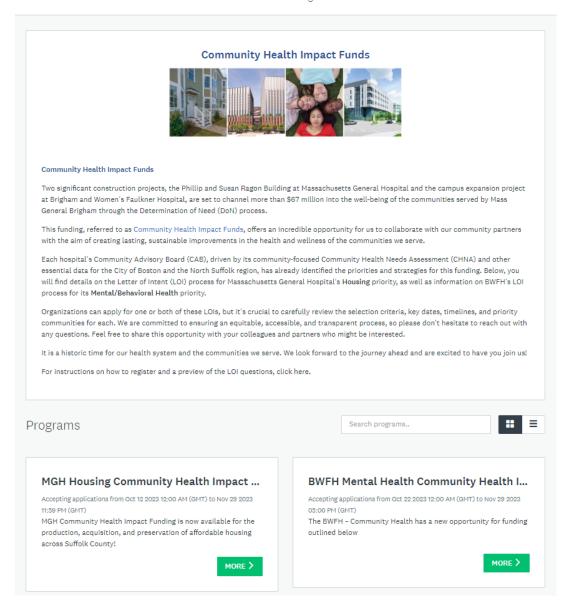
# MGB Community Health Impact Funds SurveyMonkey Apply Guide

The main URL link (<a href="https://mgb.smapply.us">https://mgb.smapply.us</a>) will take you to the SurveyMonkey Apply page below:

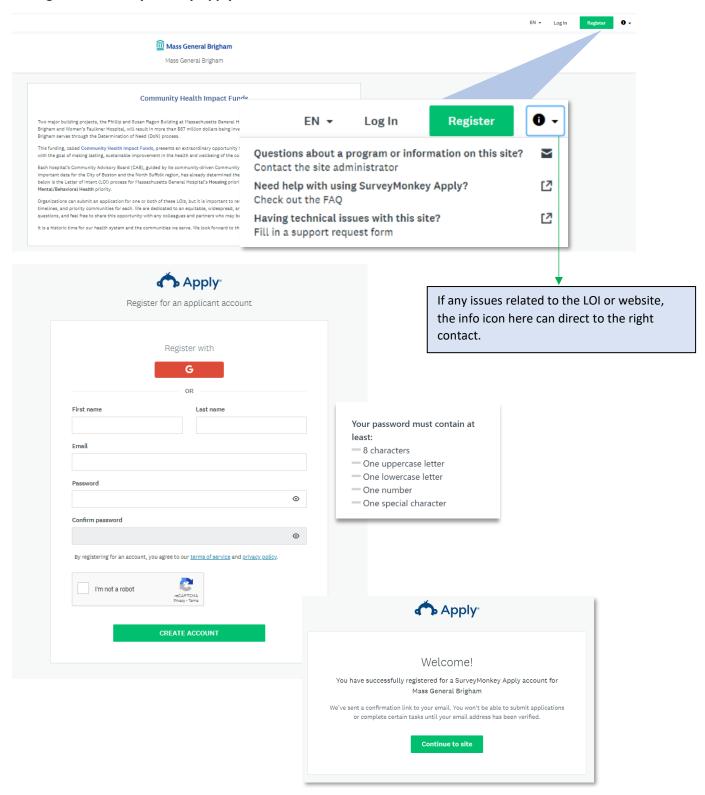
- If you already have a SurveyMonkey Apply log in, click on 'More' to begin the application for the Community Health Impact Fund of interest.
- If you do not already have a SurveyMonkey Apply log in, click on Register to create an account.



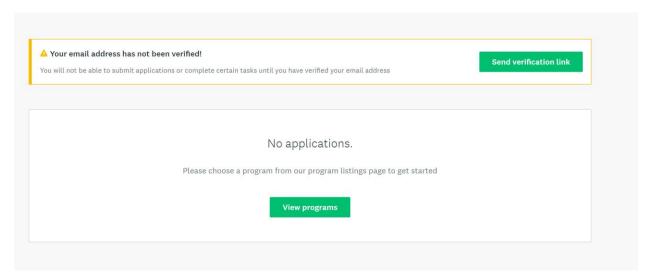
Mass General Brigham



## To Register for SurveyMonkey Apply:

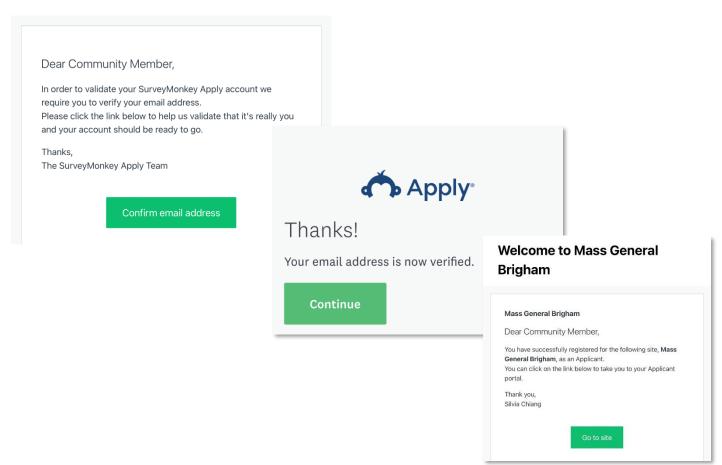


If your email hasn't been verified the following message will appear. Click on 'Send verification link.'



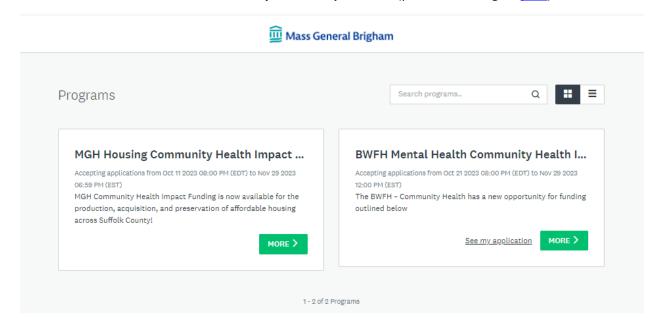
You will receive an email verification email from <a href="mailto:noreply@mail.smapply.net">noreply@mail.smapply.net</a>. Please check your Spam folder if you do not see in your Inbox. Click to confirm email address. The following message should follow.



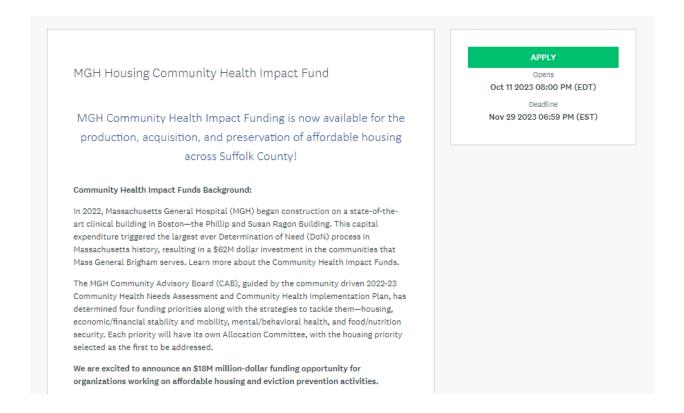


The following programs should now appear when you log into SurveyMonkey Apply:

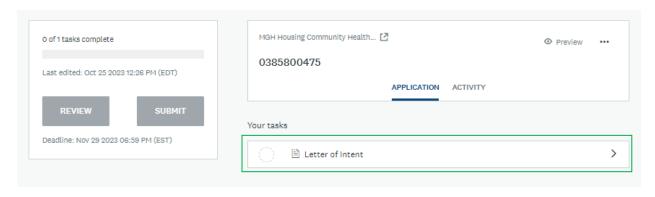
- MGH Housing Community Health Impact Fund (preview starting on p. 5)
- BWHF Mental Health Community Health Impact Fund (preview starting on p.12)

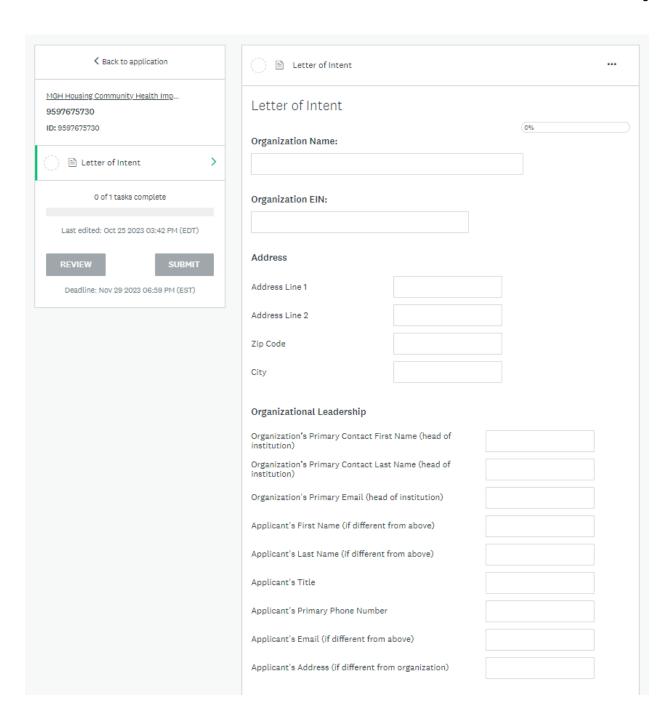


### To apply for MGH Housing Community Health Impact Fund:



Click on **Letter of Intent** to begin application. You can 'Save & Continue Editing' at any point and resume at another time.

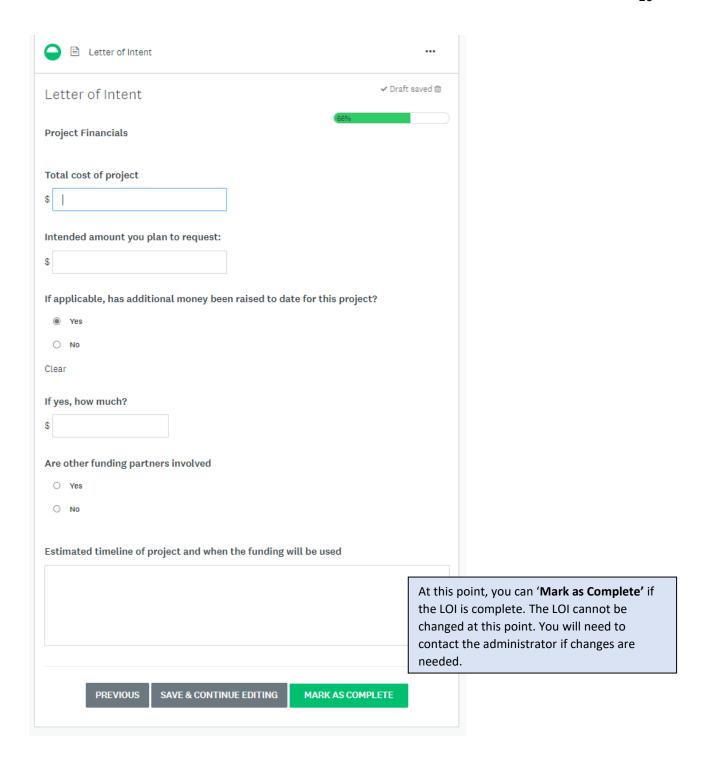




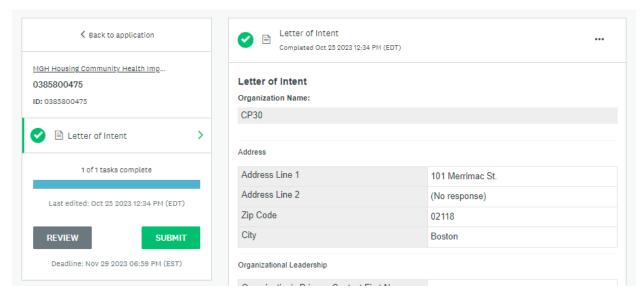
Size and demographics of Staff, Leadership, and Board (Diversity Representation):		
Number of Staff		
% of staff of color?		
% of leadership of color		
% of board members of color		
Age of Organization?		
O Less than a year		
O 1-5 years		
O 5-10 years		
○ More than 10 years		
Mission and guiding principles		
(150 words max)		
Annual Budget:  \$ Region/Geographic area served. Check all that apply:		
Boston		
○ Chelsea		
O Revere		
○ Winthrop		
Will the project need a Fiscal Sponsor?		
○ Yes		
○ No		
Note: If you are invited to submit a full proposal, you will also be asked for your strategic priorities; the role your organization plays in the community it serves and with partners; and the role diversity, equity, and inclusion efforts play inside and outside your organization.		
SAVE & CONTINUE EDITING NEXT		

<b>○</b> Letter of Intent	•••
_etter of Intent	aving draft
Project Information	
Project Title	
Project Description: no more than 400 words)	
Vord Count: 0	
Goals	
what would you like to accomplish?) (100 words. Bullet points accepted)	
Vord Count: 0	//
The community and target population you will serve	
Please include your capacity to meet the unique needs of this group, such as cultural inguistic, and your community engagement process (200 words)	l or
Vord Count: 0	//

What are the expected outcomes?		
(100 words. Bullet points accepted)		
Word Count: 0		
Project Qualification:		
Describe your years of experience and expertise needed to implement the project, including that of partners if applicable.		
(100 words)		
Word Count: 0		
If this project involves a partnership, please mention if the partnership is new or if		
you've had previous collaborations.		
(100 words)		
Word Count: 0		
Will this project inform, support, or advocate for any state or local policy change?		
O Yes		
O No		
O Unsure		
Onsure		
Note: Other questions to be included if you are invited to submit a full proposal: Your management team and/or direct person responsible for the management of the		
project; if there could be any positive or negative unintended consequences when		
implementing your project; and how will you measure your expected outcomes.		
PREVIOUS SAVE & CONTINUE EDITING NEXT		



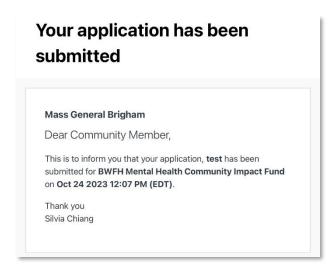
#### Click 'Submit.'



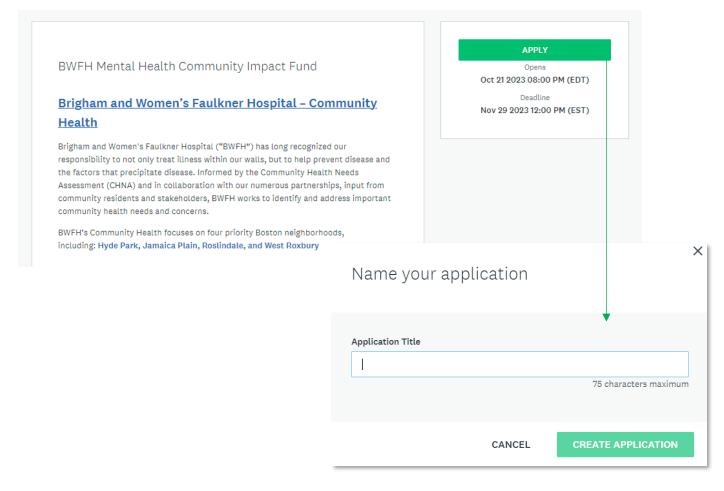
### Confirm submission of application.



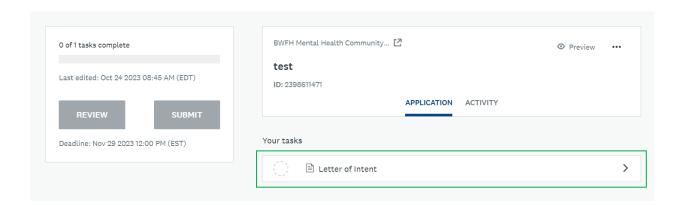
Another confirmation email should be sent from <a href="mail.smapply.net">noreply@mail.smapply.net</a>. Please check your Spam folder if you do not see it in your Inbox.

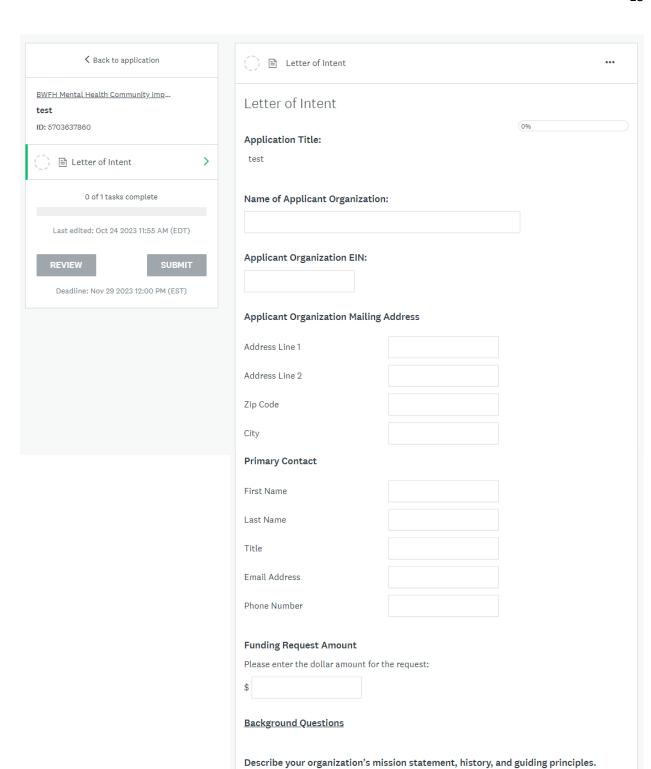


### To apply for BWFH Mental Health Community Health Impact Fund:



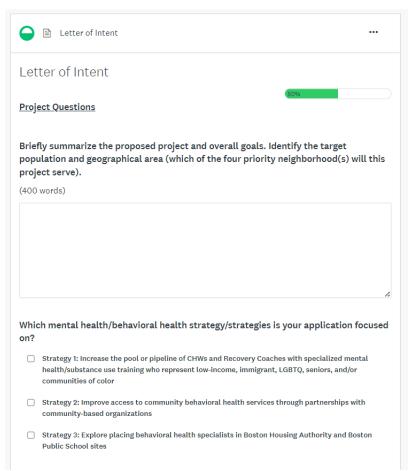
Click on **Letter of Intent** to begin application. You can 'Save & Continue Editing' at any point and resume at another time.





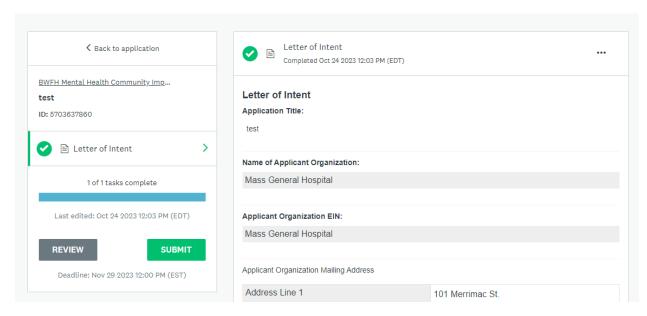
(250 words max)

Describe your organiza	tion's commitment to racial equity.
(250 words max)	
	4
	have a fiscal sponsor (Yes or No)? If yes, please state the name
of the fiscal sponsor ar	nd discuss the organization's history of fiscal sponsorship.
(250 words max)	
	6
	SAVE & CONTINUE EDITING NEXT

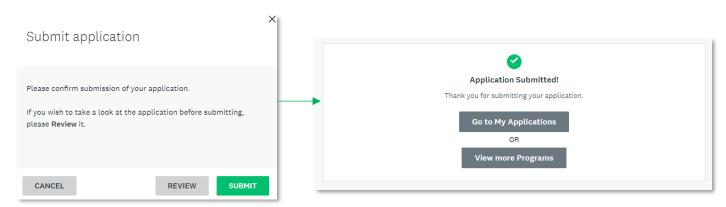


Please describe any proposed partnership(s) and/or collaborative activities to ach the stated goals of the project.	ieve
(400 words)	
Please describe your history of working with the target population in the priority neighborhood(s).  (400 words)	
Do you foresee any positive or negative unintended consequences from the project (250 words)	:?
	6
If selected to submit a full proposal, please describe any known needs for technica assistance you may have	al
(400 words)	
Affirmations	
☐ I attest that the proposed project will 100% occur and benefit residents from one or more of the priority neighborhoods (Hyde Park, Roslindale, Jamaica Plain, West Roxbury).	noted
I attest that all statements made within this LOI are true and accurate.	At this point, you can 'Mark as Complete' if the LOI is complete. The LOI cannot be changed at this point. You will need to
PREVIOUS SAVE & CONTINUE EDITING MARK AS COMPLETE	contact the administrator if changes are needed.

#### Click 'Submit.'



## Confirm submission of application.



Another confirmation email should be sent from <a href="mail.smapply.net">noreply@mail.smapply.net</a>. Please check your Spam folder if you do not see it in your Inbox.

