

## APPLICATION INFORMATION AND INSTRUCTIONS

Thank you for your interest in applying for a grant through the Healthy Kids, Healthy Families® initiative. Please read through the information provided to help you with the application process.

### Grant Deadline

The 2021 cycle for this grant program varies by state. Here is information regarding when you can apply for funding within your state.

Illinois: Visit <http://www.bcbsil.com/company-info/community-involvement/grant-sponsorship> for more information.

Montana: March 1st -May 31 (If you are unable to access the link on the grants page, copy and paste this URL directly into your browser: <https://www.cybergrants.com/hcsc/hkhfquiz>).

New Mexico: July 1 - August 15 (If you are unable to access the link on the grants page, copy and paste this URL directly into your browser: <https://www.cybergrants.com/hcsc/hkhfquiz>).

Oklahoma: July 1 – August 31 (If you are unable to access the link on the grants page, copy and paste this URL directly into your browser: <https://www.cybergrants.com/hcsc/hkhfquiz>).

Texas: August 2 – 16 Letter of Intent submission period  
Sept. 13 –24 invitation only full application

Visit <https://www.bcbstx.com/company-info/community-involvement/healthy-kids-healthy-families> for more information.

All applications will be deactivated at 5 p.m. CT on the last day of the grant cycle. Make sure you can access the login page and give yourself time to complete the application.

### Review Process

The review process varies within each state included in this grant program. If you have a program that impacts multiple states, submit a separate application for each state impacted.

Once your application has been submitted, you will get an email confirming your application has been received. If you do not receive an email confirmation, refer to the troubleshooting tips within this document.

### Application Instructions

All applicants will first be directed to a login page before accessing the application.

New applicants: Select 'Create your password' next to 'First time user?' and enter the organization information that you would like to be associated with your account. Make note of your login ID (email address) and password so you can access any saved applications.

Returning applicants: Enter your login ID (email address) and password to start the application process. If you have forgotten your password, select the 'Forgot your password?' link and an automated email will be sent to you.

### **Access Saved Applications or Pending Evaluation Forms**

To access any saved applications or pending evaluation forms, copy and paste the corresponding link associated with your application and type it into your internet browser.

**Note: To edit unsubmitted applications you must enter the original invitation code when logging into your account.**

IL and TX HKHF LOI: <https://www.cybergrants.com/hcsc/loi>

HKHF Grant: <https://www.cybergrants.com/hcsc/hkhf>

Local Grant: <https://www.cybergrants.com/hcsc/grant>

Sponsorship: <https://www.cybergrants.com/hcsc/event>

### **Troubleshooting Tips**

Your email account (user ID) must allow for automated emails so you can receive correspondence from our online grant system. If you are not able to receive automated emails or do not receive a confirmation email after saving or submitting your application, or after creating a new account, automated emails might be sent to your spam folder.

Add this email address: [donotreply@cybergrants.com](mailto:donotreply@cybergrants.com) to your address book. You should also have your information technology (IT) department (or the department that controls system proxy settings) allow emails from this address.

## FREQUENTLY ASKED QUESTIONS

### ***What are the funding ranges?***

For this grant program, we defer to the expertise of the applicants to educate us on the funding needed to run a successful program. We do not want ranges to take away from the flexibility of the program since applications will be reviewed on a case-by-case basis, focused on outcomes and impact.

The intention is that the request amount should reflect the robustness and effectiveness of the proposed program and be put within the context of the specific needs and challenges of the communities involved. Healthy Kids, Healthy Families goal is to create strong collaborations and impact-based investments with our community partners and will focus on programs that facilitate that opportunity.

### ***Is funding available for multi-year commitments or only single-year commitments?***

Funding will occur annually. Receiving funding this year will not disqualify you from being considered for funding for the remaining year of the initiative and we encourage you to apply again.

### ***Do you award grants to individuals?***

No, funding will only be awarded to 501(c)(3) organizations.

### ***Can I speak to someone about how best to partner with this initiative?***

Due to high interest in this initiative, we are currently unable to have one-on-one conversations with all interested parties. Email questions to: [healthykidshealthyfamilies@hcsc.net](mailto:healthykidshealthyfamilies@hcsc.net).

### ***If I've received funding through Blue Cross and Blue Shield of Illinois, Montana, New Mexico, Oklahoma or Texas in the recent past, can I still apply for funding through the Healthy Kids, Healthy Families initiative?***

Yes.

*As of August 2016, Health Care Service Corporation and its individual state health insurance plans are unable to fund organizations or projects with written policies that discriminate against individuals based on race, color, sex, sexual orientation, gender identity, religious creed, national origin, physical or mental disability, or protected veteran status, or any other characteristic protected by law.*