



REQUEST FOR PROPOSAL
West Region EMS
Injury Prevention Grant
July 2010 – June 2011

Introduction

The West Region EMS & Trauma Care Council has funding available for injury prevention programs within the West Region which meet the criteria established by the West Region Prevention Committee and represented in the questions on page 2 of these instructions.

Requirements & Guidelines

Mini grant projects must focus on leading causes of injury or severe consequences of injury or death in the West Region. Accepted projects must address injuries in at least one of the following categories:

**Senior Falls, Motor Vehicle Crashes, Suicide,
Poisoning (Education), Drowning**

- Please limit your application narrative to no more than three (3) pages following the format on page 2.
- Grants shall be awarded up to \$3,000 per applicant.
- Applicants are encouraged to include matching/contributing support, but it is not a requirement. If there are matching funds or in-kind contributions, please document the amounts and sources on the budget page.
- Applicants must provide a timeline for completion of the project.
- Applications must be received by the West Region office no later than **3:00pm, on Friday, June 25, 2010.**
- Grant recipients will be notified no later than Friday, July 16, 2010.
- Awards will be made; funds will be reimbursed and distributed through signed contracts with the West Region.

RFPs may be submitted by fax, mail or as an email attachment to:

Marty Faulk, Prevention Coordinator - West Region EMS
2646 RW Johnson Blvd Suite 112 Tumwater, WA 98512
Email: mfaulk@wrems.com 360-705-9019 Fax: 360-705-9676

PROJECT TITLE

APPLICANT AGENCY/ORGANIZATION

PROJECT COORDINATOR

Name _____

Title _____

Mailing Address _____

City/State/Zip _____

Email _____

Phone/FAX _____

Signature _____

Please answer the following questions in no more than three pages:

1. **PROBLEM BEING ADDRESSED** (What's the data? What is the need? How many people are impacted by this problem? What is happening now to address the issue in your community?)

2. **PROJECT PROPOSAL** (Describe the project and what you plan to accomplish. How many people do you plan to reach?)

3. **OBJECTIVE(S)** (Must be Specific, Measurable, Attainable, Realistic and Time-based)

4. **STRATEGIES** (Specific tasks that will be done to reach your objective(s)).

5. **EVALUATION PLAN** (How you will know if you reached your objective(s))

6. **TIMELINE**

7. **LIST OF PARTNERS**

BUDGET SUMMARY

	A. West Region Grant	B. Internal Matching/ In-Kind	C. External Matching/ In-Kind	TOTAL
1. Salaries & Wages				
2. Benefits				
3. Travel				
4. Contractual Services				
5. Equipment				
6. Goods & Services				
TOTAL				

Notes on External Sources of Funds:

04/1/10