Climate and Health Adaptation Mini-Grant Program
Frequently Asked Questions

1. **Who is eligible to apply for a mini-grant?**
   All local health departments in New York State are eligible and encouraged to submit an application for consideration.

2. **Can local health departments that have received mini-grant funding in previous years apply again?**
   Yes. Local health departments that have received mini-grant funding in previous years are eligible to apply again. Previous funding does not provide an advantage during the application review process. Applicants may propose a continuation or expansion of a previously funded project or submit a proposal for a new project.

3. **Are partnerships or collaboration with other organizations required?**
   Yes. Each project proposal must include at least one primary partner organization that is a community-based organization (CBO). The primary CBO partner cannot be a governmental entity or department at the local, state, or federal level. Applicants may also choose to partner with additional organizations, including governmental entities or departments.

4. **How will applications be reviewed and selected for funding?**
   Applications are reviewed and scored based on their adherence to the RFA guidelines and requirements. Reviewers consider the overall quality, comprehensiveness, and level of detail of each proposal when assessing how well it addresses the application requirements. Funding decisions also consider the goal of supporting a diverse range of local health departments and communities, taking into account factors such as county size, geographic region, urbanicity, and the climate hazard addressed by the proposed project.

5. **What are the project timeline and reporting requirements for funded projects?**

Deadline	Activity/Deliverable*
Monday, November 9, 2026	RFA opens
Thursday, November 12, 2026, 1:00 – 2:00 PM	Optional Webinar: 2026 Projects
Friday, December 18, 2026	Applications due to NYSACHO
Friday, January 29, 2027	All applicants notified of selection status
February-July 2027	Begin project activities and participate in check-in calls with NYSACHO and NYSDOH
March 2027 (TBD)	Kick-off call (check in #1)*
June 2027 (TBD)	Mid-point call (check in #2)*
Monday, May 3, 2027	Evaluation section 1 due*
Friday, July 30, 2027	Submit final presentation to NYSACHO*
August (TBD)	Final presentations (check in #3)*
Tuesday, August 31, 2027	Evaluation section 2 due*

6. **If awarded, how will funding be disbursed?**
   If your proposed project is selected for funding, you will receive an invoice to complete with your county's information. NYSACHO will issue a one-time payment for the full award amount by check, mailed to the address provided on the invoice.

7. **What if my county's internal approval process delays our ability to accept funding and submit the invoice? Is there a deadline for submitting the invoice?**
   We understand that each county has its own internal approval processes and timelines. If your county anticipates delays in obtaining approval to accept funding and submit the invoice, please communicate the delay and your estimated invoice submission date to NYSACHO. Due to the timeline of our contract, all invoices must be received by July 1 to allow NYSACHO to issue payments by the end of the contract period.

8. **Who should I contact if I have questions about the RFA or application process?**
   Please contact Danielle Pellino (dpellino@nysacho.org) with any questions regarding the Climate and Health Adaptation Mini-Grant Program.