

PA Coalition for Oral Health

PA Oral Health Plan Mini-Grant Program

2024-2025 Guidelines

Purpose

PA Coalition for Oral Health (PCOH) Oral Health Plan Mini-Grant Program aims to facilitate the implementation of the goals and recommendations of the [2020-2030 PA Oral Health Plan](#) and to advance the oral health of all Pennsylvanians. This will be accomplished by supporting the completion of smaller projects not eligible or unable to compete for alternative funding methods that will benefit from the speed and flexibility afforded by the PA Oral Health Plan (Plan) Mini-Grant Program.

This program is administered by PCOH and is funded through a grant by the Pennsylvania Department of Health through the Centers for Disease Control and Prevention (CDC) of the U.S. Department of Health and Human Services (HHS) under the Preventive Health and Health Services Block Grant. This information or content and conclusions are those of the author and should not be construed as the official position or policy of, nor should any endorsements be inferred by CDC, HHS or the U.S. Government.

Eligibility

Eligible applicants for PCOH PA Oral Health Plan Mini-Grant Program include all community-based organizations, county or municipal governments, school districts, colleges/universities, and nonprofit organizations within the Commonwealth of Pennsylvania.

Eligible Project Categories

Projects eligible for funding must fall within the 67 counties of Pennsylvania and support the implementation of the [2020-2030 PA Oral Health Plan](#). Eligible projects will come from the following priority areas identified in the Plan, and grants will be distributed to capture as many priority areas as possible:

- Access, Prevention, and Education
- Workforce
- Infrastructure Improvement

Plan Action Steps:

Priority will be given to projects that focus on the following action steps as identified for 2024-2025:

- *Incorporate oral disease prevention messaging into other health fields including physical, mental, and behavioral health*
- *Advocate for the use of an oral health curriculum and training program for certified Community Health Workers (CHWs) to assist them in assessing oral disease risk and appropriate referrals*
- *Promote dental provider use of silver diamine fluoride (SDF) for dental caries control for individuals who cannot receive traditional restorative treatment*
- *Encourage bi-directional referrals between dental and medical offices*

- *Promote and support the use of community health workers (CHWs)/navigators in traditionally underserved communities*
- *Identify and support pipeline program development to ensure a competent and diverse oral health workforce*
- *Share evidence-based data and information to promote collaboration and awareness among dental and non-dental providers as well as the public*

Funding

Maximum Request – The maximum request may not exceed \$4,000.

Allowable Expenses – All mini-grant funded expenses must be clinically or educationally relevant. Food/beverage, prizes, and other “swag” are not allowable expenses. Use of mini-grant funding to cover indirect costs is not permitted for this program. These funds cannot contribute to clinical salaries/personnel, only administrative costs/personnel.

Cost Reimbursement - Funding is strictly on a reimbursement basis. Grantees will not receive a check upon approval of their project. All costs are paid by the applicant and a reimbursement request is submitted to PCOH for payment upon receipt of all necessary documentation.

The project period opens September 1, 2024. All grant-associated expenses must be incurred and billed to PCOH by April 30, 2024 with final reports due by May 30, 2025. Reimbursement will be issued via check and mailed within 60-90 days of final report submission unless otherwise communicated.

Application Procedure

Application Form - The Oral Health Plan Mini-Grant Program [application](#) and [guidelines](#) are hyperlinked and available on the PCOH website. A pdf of the application is available upon request.

Closing Date - Applications must be received by PCOH by September 27, 2024 at 5pm. Applications received after this date will not be considered. [Electronic submissions](#) (preferred) can be completed [here](#). Hard copy submissions (only if necessary) can be mailed to PCOH, PO Box 242, Delmont, PA, 15626.

Application Evaluation

Review Process - PCOH will review and score all eligible applications and issue award grants. Funds will be distributed in a way that captures as many Plan priority areas as possible. If there is more than one application with the highest score, the population reach, geographic location, and originality will be taken into consideration. Applicants will be notified by October 18, 2024 regardless of award status.

Scoring

Project Description - 20 points

Application provides a thorough description of the project. The project can be completed within the grant cycle. (September 1, 2024-April 30, 2025)

Reach of Project - 10 points

Application provides a detailed description of the target population(s).

Project Meets Plan Goals - 35 points

Project aligns with and is derived from Plan Priority Areas and Action Steps. The project mentions specific Plan Priority Areas, Action Step(s), and identifies which of the 22 measurable outcomes from the Plan are addressed. Use of evidence-based practices is encouraged.

Budget - 10 points

Detailed budget using the template provided is included. The application identifies where grant funds will be used and adheres to funding guidelines.

Goal Evaluation Process - 25 points

Demonstrates necessary processes for reporting grant outcomes and includes a specific, measurable, achievable, relevant, and time-bound (SMART) objective that will be met with the project.

Contacts

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Resources

- [PA Oral Health Plan Mini-Grant 2023-2024 Application](#)
- [2020-2030 Pennsylvania Oral Health Plan](#)
- [Seeking Best Practices: A Conceptual Framework for Planning and Improving Evidence-Based Practices](#)
- [Budget Template](#)

Important Deadlines

- September 27, 2024 - Applications and supporting materials must be received by PCOH by 5 p.m.
- October 18, 2023 - Applicants will be notified
- April 30, 2025 - Grant-associated expenses must be incurred/billed to PCOH
- May 30, 2025 - Final reports due to PCOH (form will be provided)