



**Center for Healthy Homes & Environment  
Environmental Health Risk Assessment Program  
Fishing & Fish Consumption Survey for Diverse Communities Mini-Grant Opportunity**

The Rhode Island Department of Health (RIDOH) is offering mini-grants of up to \$4,950 each to assist the Environmental Health Risk Assessment Program (EHRAP) in gathering information about fishing practices and fish consumption throughout the State's waterbodies. EHRAP is specifically focusing on communities that may rely more heavily on fishing for subsistence purposes and consume fish at higher rates than the general population, including communities of color, low-income communities, and indigenous communities.

**Background:**

Through EHRAP, RIDOH aims to investigate the public health implications of hazardous chemicals in the environment, educate affected communities and stakeholders about these implications, and proactively manage risks by exploring innovative solutions. Funded through the Agency for Toxic Substances and Disease Registry's (ATSDR's) Cooperative Agreement Program, EHRAP evaluates contaminated sites and analyzes potential links between site contaminants and community health outcomes.

As an ATSDR-funded program, EHRAP prioritizes abandoned hazardous waste sites included on the Environmental Protection Agency's (EPA) [National Priorities List](#), also known as Superfund sites. Additionally, EHRAP prioritizes sites with potential contaminants and related impacts on human health that are a significant cause for concern for nearby communities.

Rhode Island's long history of industrial activity has polluted its waterbodies with contaminants including dioxin, polychlorinated biphenyls (PCBs), mercury, and per- and polyfluoroalkyl substances (PFAS). Many of the chemicals stay in the environment for a long time and some are present at unsafe levels in the fish and shellfish that live in the waterbodies.

To ensure that education and outreach related to eating fish caught in contaminated waterbodies are culturally and linguistically appropriate, EHRAP seeks to build alliances with organizations that work closely with communities of color, low-income communities, and indigenous communities. Through these alliances, EHRAP aims to gather information directly from those who engage in subsistence fishing and consume fish and seafood at higher rates than the general population, which will inform future education and outreach.

**Opportunity:**

RIDOH will award up to \$4,950 to each mini-grantee, for a maximum of \$15,000 in total funding for both this grant opportunity and the Community Outreach, Education & Assessment Mini-Grant Opportunity. Some organizations may request and receive less than the maximum mini-grant amount. Eligible applicants must be affiliated with or a part of a nonprofit, school, community-based agency, coalition, and/or grassroots organization that has a Federal Employer Identification Number or Federal Tax Identification Number. For-profit entities are not eligible.

RIDOH will fund eligible entities to conduct surveys on how, when, and where individuals are fishing; if they and/or their families are consuming the fish they catch; general fish consumption practices and frequency; and, their general understanding of the potential risks related to consuming fish.

Organizations may consider conducting surveys at local fishing spots or convening target populations within familiar community settings. RIDOH also welcomes alternative approaches to effective outreach and survey delivery .

RIDOH will provide the survey in English as well as translations in the language(s) of target populations (e.g. Spanish, Khmer, Cape Verdean Creole, etc.). RIDOH will also provide technical assistance to organizations in developing their proposals and will also offer support and guidance throughout the funded project period.

RIDOH suggests a four-month project period but welcomes alternative proposals that will enable organizations to achieve mini-grant deliverables. All project work **must** be completed by March 31, 2023 and final invoices and project reports **must** be received by no later than April 7, 2023.

### **Application:**

Completed Fishing & Fish Consumption Survey for Diverse Communities Mini-Grant Applications must be submitted electronically to Melissa Orpen-Tuz at [melissa.orpentuz@health.ri.gov](mailto:melissa.orpentuz@health.ri.gov) no later than 4 p.m. on August 26, 2022. Submissions should not exceed eight (8) pages. Applicants must score at least 60 of the 100 points to be eligible to receive a mini-grant. Only one application per agency/organization will be reviewed.

If representatives from interested organizations have questions about this opportunity or wish to receive technical assistance in developing the proposal, they may contact Melissa Orpen-Tuz at [melissa.orpentuz@health.ri.gov](mailto:melissa.orpentuz@health.ri.gov).

Upon award, RIDOH will provide grantees with a reporting schedule and templates to use for the mid-cycle and final reports and invoices. RIDOH requires two (2) invoices: RIDOH will require grantees submit a first invoice and mid-cycle project report midway through the agreed upon project duration and a second invoice accompanied by a final project report upon conclusion of the project timeline. RIDOH reimburses organizations after receiving program reports and invoices that demonstrate completion of work. RIDOH will not reimburse organizations for activities carried out prior to the issue date on the Purchase Order. Note that if an organization's proposed timeline extends to March 31, 2023, the final summary report and invoice are due within one (1) week and no later than April 7, 2023.

To apply, compete and submit the following items by the deadline and delivery methods outline above:

1. Mini-Grant Cover Form;
2. Mini-Grant Application and Proposed Budget;
3. Signed [W-9](#) to ensure timely processing.

### **Please note:**

RIDOH requires that grantees provide a 10%-in-kind match (more details in the budget section of the application).

### **Submit completed applications to:**

Melissa Orpen-Tuz, Program Manager  
Center for Healthy Homes & Environment  
Rhode Island Department of Health  
[melissa.orpentuz@health.ri.gov](mailto:melissa.orpentuz@health.ri.gov)



**Center for Healthy Homes & Environment  
Environmental Health Risk Assessment Program  
Fishing & Fish Consumption Survey for Diverse Communities Mini-Grant Application**

**Due Date: August 26, 2022 by 4 p.m.**

**Mini-Grant Cover Form**

**Organization/Agency Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City/State/ZIP Code:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Federal Employer Identification # (FEIN):** \_\_\_\_\_

**Contact Person:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Submissions should use the templates provided and not exceed eight (8) typed pages.\* This includes the required forms noted below:**

- **Mini-Grant Cover Form;**
- **Mini-Grant Application;**
- **[W9 Form.](#)**

**Email application to:**

Melissa Orpen-Tuz, Program Manager  
[melissa.orpentuz@health.ri.gov](mailto:melissa.orpentuz@health.ri.gov)

\*For questions about completing the application, please contact Melissa Orpen-Tuz.



**Center for Healthy Homes & Environment  
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**Mini-Grant Application**

**Important: Please provide your response either directly within this template or in a separate document that follows the template structure, ensuring the application does not exceed eight (8) pages.**

**Section I: Agency Capacity (10 points)**

Briefly describe your organization, characteristics of the community or communities that you will reach through this mini-grant funding (e.g., specific communities of color, non-native English-speaking populations, and/or those that fish at a specific waterbody). Please also describe how this funding will support or expand upon your organization's mission and programming.

**Section II: Personnel (10 points)**

List the personnel who will work on the project and briefly describe their experience working in this area.

**Section III: Project Scope (25 points)**

Provide a summary of the proposed approach for survey outreach and delivery and the number of respondents your organization intends to reach.

**Section IV: Work Plan (30 points)**

Explain your plan for completing the proposed project. Identify program activities, materials, and work products. Describe how you will measure project outcomes and gauge success.

**Section V: Budget (25 Points)**

Briefly describe your proposed expenses for this project. The maximum allowable budget is \$4,950. Stipends, gift cards, and food and beverage are not permitted under this funding source, however, can be used toward the 10% in-kind match.

**RIDOH requires that funded entities provide a 10% in-kind match.** Most organizations use cash, computer hardware, software, office supplies, salaries, space, and volunteer services for matching funds. If using volunteer services, you may use the market rate for similar work. Bureau of Labor Statistics data for Rhode Island, which can be used to determine the market rate, can be found here: [https://www.bls.gov/oes/current/oes\\_ri.htm](https://www.bls.gov/oes/current/oes_ri.htm). Generally federal funds cannot be used as a match for another federal grant; however, there are some exceptions. If you receive federal funds from another source, you must confirm with the grantor before using these as matching funds.

Staff			
Name, Title	Hourly Rate	Total Number of Hours	Total
		Total Staff Budget	\$
Operating and Program Expenses			
	Per Unit Price	Unit	Total
Copying/Printing			
Postage			
In-State Travel (for 2021, \$0.56 per mile)			
Equipment/Supplies			
		Total Operating Expenses	\$
Other Expenses			
	Per Unit Price	Unit	Total
Describe Expense:			
Describe Expense:			
Describe Expense:			
		Total Other Expenses	

<b>10% In-Kind Match</b>			
	Per Unit Price	Unit	Total
Describe:			
Describe:			
Describe:			
	Total (Must equal 10% of budget)		
<b>Indirect Costs/Admin Costs*</b>			\$
<b>TOTAL REQUEST AMOUNT</b>			\$

\*If including indirect charges in the budget, a copy of your federally approved indirect rate must be attached. If you do not have a federally approved indirect rate, you may charge a 10% de minimis rate.