

# Transgender, Gender Nonconforming, and Intersex (TGI) Health and Wellness Fund

Tribal and Rural Region TGI Health Care Grants

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REQUEST FOR APPLICATION 24-10582



State of California  
California Department of Public Health  
1616 Capitol Ave,  
Sacramento, CA 95814

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# 1. INTRODUCTION

## 1.1. LAND ACKNOWLEDGMENT

This Request for Application (RFA) was written on the unceded lands of the Miwok, Maidu, Nisenan, and Patwin Peoples. We acknowledge the grief, loss, profound challenges, and inequitable practices towards Tribal and historically marginalized communities that continue to persist. We celebrate Tribal and indigenous resilience, brilliance, and strength, and we honor with gratitude the land itself and the people who have stewarded it throughout the generations.

## 1.2. OVERVIEW OF THE TRANSGENDER, GENDER NONCONFORMING, AND INTERSEX WELLNESS AND EQUITY FUND

The California Department of Public Health (CDPH) works to protect the public's health in the Golden State and helps shape positive health outcomes for individuals, families and communities. CDPH is dedicated to public service and our mission is to advance the health and well-being of California's diverse people and communities. The Office of Health Equity (OHE) was established to provide a leadership role within CDPH to reduce health and mental health disparities experienced by vulnerable communities in California. Primary focal areas of OHE include addressing racial and gender health equity; the health impacts of climate change; and equity in responses to the COVID-19 pandemic.

As part of CDPH and OHE, the Gender Health Equity Section (GHES) plays a leadership role in the development of programs and policies intended to eliminate gender-based health disparities in California. The Transgender, Gender-Diverse, and Intersex Wellness and Equity Unit (TGI Unit) was established in the GHES to administer the Transgender, Gender Nonconforming and Intersex Wellness and Equity Fund (TGI Fund) and elevate health equity issues impacting TGI Californians. The TGI Unit is the first in the nation at a state-level department of public health created solely to address the immense health disparities experienced by TGI people caused by systemic discrimination in health care settings, housing, employment, and public accommodations.

Assembly Bill 2218 (2020, Santiago) established [Health and Safety Code \(HSC\) §150900](#) which established the TGI Fund, governs its use and established CDPH's Office of Health Equity as its administrator. In 2022, \$13 million was appropriated and deposited into the TGI Fund in the Budget Act of 2022-23. Please see items 4265-111-3385 and 4265-001-3385 in AB 178, Sections 144 and 142 for details. The funding was appropriated for expenditure or encumbrance through June 30, 2025. Of this funding, approximately \$10.3 million was appropriated for local assistance grants.

All local assistance funding shall be used entirely to provide grants funding activities focused on coordinating trans-inclusive health care. Please see *Section 2.1, TGI Fund Goals* for a detailed description of the types of services these grants may fund.

Approximately \$7.45 million of the original appropriation was allocated in 2023, and this RFA represents the distribution of all remaining funding from this specific appropriation. This RFA does not include any funding subsequently appropriated to the TGI Fund.

### 1.3. OVERVIEW OF FUNDING OPPORTUNITY

This Request for Application (RFA) provides an opportunity for hospitals, health care clinics, or other medical providers to partner with a TGI-serving organization to provide education and programming around increasing access to gender-affirming health care services for Tribal and rural communities in California. The TGI Unit will fund one (1) Tribal region project and three (3) rural region projects to increase access to gender-affirming care. The funding will help ensure that TGI individuals have access to the care they need to live healthy and fulfilling lives. Through this RFA, organizations will propose innovative approaches to delivering gender-affirming health care services and improving the quality and accessibility of these services to TGI populations.

TGI populations are inclusive of individuals that identify as:

- Transgender – “Transgender” is broad and inclusive of all gender identities different from the gender a person was assigned at birth.
- Gender nonconforming – “Gender nonconforming” is an inclusive term used to describe individuals who may experience a gender that is neither exclusively male nor female or in between or beyond both of those genders, including, but not limited to, nonbinary, gender fluid, agender or without gender, third gender, genderqueer, gender variant, Two-Spirit, Hijra, Kathoey, Mak nyah, Muxe, Waria, Māhū, and Fa’afafine.
- Intersex – “Intersex” is an umbrella term referring to people whose anatomy, hormones, or chromosomes fall outside the strict male and female binary.

Recognizing the unique circumstances faced by Tribal nations, native communities and Indigenous peoples, and recognizing the autonomy of California’s Tribal communities, the TGI Unit has created a separate applicant pool and Service Area for gender-affirming care and education within Tribal communities. California is home to 109 federally recognized Tribes, and these Tribes are sovereign nations that maintain a government-to-government relationship with the U.S. This opportunity is available to both Tribal hospitals, health care clinics, and other medical providers who must apply in partnership with a TGI-serving organization, as well as a Tribal TGI-serving organization to apply in partnership with hospitals, health care clinics, and other medical providers.\*

Additionally, California’s rural communities require an approach in the provision of gender-affirming care and education that differs from the state’s urban regions. Structural differences

innate to rural life can amplify barriers faced by TGI individuals. Rural communities are defined in this RFA as a county with a twenty-five percent (25%) or greater rural population count per the [most recent U.S. Decennial Census \(2020\)](#). Hospitals, health care clinics, and other medical providers are eligible to apply\* in partnership with a TGI-serving organization to provide services within these regions. Refer to *Section 2.6, Geographic Coverage*, for an overview of eligible counties.

\*Eligible organizations MUST possess 501(c)(3) status. For additional information on organizational eligibility, please refer to *Section 3.1., Minimum Qualifications*.

## 1.4. FUNDING TERM AND AVAILABLE FUNDING

Approximately \$2.8 million from the TGI Fund is allocated for grants under this RFA. The goal of these grants is to support the development and expansion of gender-affirming clinical services, education, and outreach within Tribal and rural communities that are responsive to the needs of TGI Californians.

A maximum of four (4) recipients will be awarded grants totaling \$705,250.00 each, spanning a duration of three (3) years. Grant activities will commence approximately February 1, 2025 and terminate three (3) years thereafter.

## 1.5. KEY ACTION DATES

Applicants must adhere to the dates and times indicated below.

**Table 1. Key Action Dates**

<b>DATE (Times in PDT)</b>	<b>KEY ACTION</b>
<b>November 1, 2024</b>	<b>RFA Released for Application</b>
November 7, 2024 before 5:00 p.m.*	Deadline for accessibility requests for Pre-Application Virtual Conference ( <i>Optional</i> )
November 12, 2024 4:00 p.m. – 6:00 p.m.	Pre-Application Virtual Conference ( <i>Optional</i> )
November 15, 2024 before 5:00 p.m.*	Deadline for Written Question Submission
November 20, 2024	Responses to Written Questions Published on Website
<b>December 3, 2024 before 5:00 p.m.*</b>	<b>Deadline for Application Submission</b>
December 16, 2024 ( <i>Estimate</i> )	Notice of Intent to Award Posted at CDPH
December 26, 2024	Deadline for Written Appeal Letter Submission
February 1, 2025 ( <i>Estimate</i> )	Grant agreements begin

(\*No later than 4:59:59 p.m. PDT)

## 1.6. PRE-APPLICATION VIRTUAL CONFERENCE (OPTIONAL)

An optional pre-application conference will be held at the date and time listed in *Section 1.5, Key Action Dates*, and will take place virtually. Information on registering for the event can be found on the [TGI Unit's website](#).

Spanish and American Sign Language interpretation services will be available during the pre-application virtual conference.

CDPH strives to comply with the Americans with Disabilities Act (ADA) and will ensure that the pre-application virtual conference is accessible to persons with disabilities and will also ensure this notice is available to the public in appropriate alternative formats when requested. For individuals with disabilities, CDPH will provide assistive services such as real-time captioning, note takers, reading or writing assistance, and conversion of meeting materials into Braille, large print, audiocassette, or electronic form. To request such services, please send an email to [TGIUnit@cdph.ca.gov](mailto:TGIUnit@cdph.ca.gov) before 5:00 p.m. on November 7, 2024.

## 1.7. QUESTIONS AND REQUEST FOR REQUIREMENTS CHANGE

Prospective grantees may submit questions regarding the RFA via email to [TGIUnit@cdph.ca.gov](mailto:TGIUnit@cdph.ca.gov) before the date and time listed in *Section 1.5., Key Action Dates*. Answers will be posted to the [TGI Unit's website](#) by the date and time listed in *Section 1.5., Key Action Dates*. It is the responsibility of all applicants to continuously monitor the [TGI Unit's website](#) for modifications and clarifications.

## 1.8. CONTACT INFORMATION

All communications, unless otherwise specified, should be directed to the following:

Mavi Pilloton (They/Them)  
TGI Unit Manager  
California Department of Public Health  
1616 Capitol Ave  
Sacramento, CA 95814  
Email: [TGIUnit@cdph.ca.gov](mailto:TGIUnit@cdph.ca.gov)

## 2. BACKGROUND

### 2.1. TGI FUND GOALS

The TGI Fund was established to reduce the immense health disparities experienced by transgender, gender non-conforming and intersex (TGI) Californians caused by systemic discrimination in healthcare settings, housing, employment and public accommodations. The



fund supports TGI-Serving Organizations and their partners providing supportive housing services, therapeutic arts programs, increasing access to gender affirming care, and improving culturally responsive care by health care professionals as established in [HSC §150900](#).

[HSC §150900](#) requires CDPH and OHE to administer the TGI Fund for purposes of funding grants to create programs, or funding existing programs, focused on coordinating trans-inclusive health care for individuals who identify as transgender, gender non-conforming or intersex.

The TGI Fund may also be used to fund grants for a hospital, health care clinic, or other medical provider for the purpose of providing gender-affirming health care services such as hormone therapy or gender affirming surgical services. Grants can fund existing or new programs and require the applicant to apply in partnership with a TGI-serving organization (as defined in HSC §(f)(2)) and consult with the TGI-serving organization throughout the process of creating and implementing its trans-inclusive health care program.

TGI-serving organizations are defined in [HSC §150900](#) (f)(2) as:

- (A) A public or non-profit organization with a mission statement that centers around serving transgender, gender nonconforming, and intersex people, and where at least 65% of the clients of the organization are TGI.
  
- (B) A non-profit that serves as the fiscal agent or sponsor for an organization described in subparagraph (A). A non-profit that is serving as a fiscal agent or sponsor shall pass all funding to the organization, but may charge a reasonable or industry standard fee for administrative costs of not more than 16%.

## 2.2. FUNDED PROGRAM REQUIREMENTS

For the purpose of this RFA, CDPH will fund programs in Tribal and rural communities that provide clinical services, education, and outreach related to gender-affirming care. According to the World Health Organization, “Gender-affirmative health care can include any single or combination of a number of social, psychological, behavioral or medical (including hormonal treatment or surgery) interventions designed to support and affirm an individual’s gender identity.”

## 2.3. PROJECT POPULATIONS

The GHES is committed to prioritizing the needs of intersectional identities and recognizes the unique challenges individuals face at the crossroads of multiple marginalized identities. Funded projects under this RFA will provide services to the populations of Californians experiencing geographic isolation as well as Tribal, Native American, and Indigenous Californians within the TGI community.

## 2.4. INITIATIVE GUIDELINES

Should they be awarded a grant, all grantees shall keep informed about and adhere to all program guidelines as established in this RFA and within the Grant Agreement (See Attachment 11 for a Sample Grant Agreement).

The following is a list of documents that are required to enter into a Grant Agreement with the State. **These documents are not required to submit an application.** However, grantees will be required to complete and submit these documents after the Intent to Award announcement within the deadline identified by the TGI Unit unless otherwise approved for an extension. Failure to submit required materials by the deadline may result in disqualification from receiving funds.

- Proof of 501(c)(3) tax exempt status from the Internal Revenue Service (IRS) (i.e., Letter of Determination)
- Both the Primary and Partner Grantee(s) must be in current “good standing” with the Secretary of State, Board of Equalization and Franchise Tax Board per the [Business Search of the California Secretary of State webpage](#) on or before the grant agreement start date.
- Contractor Certification Clause (CCC)
- Department of General Services (DGS) Office of Legal Services (OLS) 04- Civil Rights Laws Certification

## 2.5. PROGRAM FUNDING STRUCTURE

The TGI Unit anticipates funding up to one (1) Tribal and three (3) Rural TGI Health Care Grants of up to \$705,250.00 each, as illustrated in the table below.

**Table 2. Tribal and Rural TGI Health Care Grants Overview**

Funding Opportunity	Max # Grants Awarded	Max Individual Grant Amount	Grant Duration	Total Award
Tribal TGI Health Care Grants	1	Up to \$705,250.00	3 years	\$705,250.00
Rural TGI Health Care Grants	3	Up to \$705,250.00	3 years	\$2.115 million

Depending on the number of applications received for each of the two (2) categories listed above, CDPH reserves the right to amend the maximum number of grants awarded to ensure that all funds are distributed.

Should fewer than three (3) eligible applications for the Rural TGI Health Grants be awarded, CDPH may, at its discretion, award additional grants in the Tribal TGI Health Grant category. Should CDPH not receive any eligible applications for the Tribal Health Care category, CDPH may, at its discretion, award an additional grant in the Rural TGI Health Care Grants category.

## 2.6. GEOGRAPHIC COVERAGE

### Funding Opportunity: Tribal TGI Health Care Grants

Funding for the Tribal TGI Health Care Grant is not tied to a specific geographic location or tribal trust lands. Proposed programs with wider geographic coverage will be assessed higher.

### Funding Opportunity: Rural TGI Health Care Grants

Funding for Rural TGI Health Care Grants will focus on projects servicing specific geographic regions of the state. Site selection for Service Areas 1, 2 and 3 are based on a substantial cluster of rural communities within the identified geographical areas. Rural communities are defined as a county with a twenty-five percent (25%) or greater rural population count per the [most recent U.S. Decennial Census \(2020\)](#).

**Table 3. Eligible Rural Initiative Service Areas**

<b>Service Area</b>	<b># of Awards Anticipated by Service Area</b>	<b>Grant Duration</b>	<b>Max Individual Grant Amount</b>
<b>Service Area 1</b> Rural communities of Del Norte, Humboldt, Trinity, Mendocino, Lake Counties	1	3 years	Up to \$705,250.00
<b>Service Area 2</b> Rural communities of Siskiyou, Modoc, Shasta, Lassen, Tehama, Plumas, Glenn, Sierra, Nevada, Colusa, Sutter, Yuba Counties	1	3 years	Up to \$705,250.00
<b>Service Area 3</b> Rural communities of El Dorado, Amador, Alpine, Calaveras, Tuolumne, Mono, Mariposa, Madera, Inyo Counties	1	3 years	Up to \$705,250.00

In the interest of promoting equity in geographic coverage of funding, the highest scoring application in each of the three (3) service areas\* listed in Table 3 will be funded. Any remaining funding will be distributed to the highest scoring remaining applicants who submitted a compliant application, without regard to the service area for three (3) total awards. (*\*For service areas in which at least one application is received*).

In the application cover sheet, applicants are required to indicate the service area the program will take place in. Applicants are required to select one – and only one – service area in which the proposed program will take place. While applicants are not required to serve an entire service area, proposed programs with wider geographic coverage will be assessed higher.

## 2.7. APPLICANT STRUCTURE

HSC §150900 permits:

1. A hospital, health care clinic, or other medical provider may apply in partnership with a TGI-serving organization.

This allows for two grant applicant partnership scenarios:

**Table 4. Grant Applicant Partnership Scenarios**

	<b>Prime Applicant (Grantee)</b>	<b>Partner/Sub Applicant (Subgrantee)</b>
Scenario 1	TGI-Serving Organization	Medical Providers*
Scenario 2	Medical Provider	TGI-Serving Organization & Additional Medical Providers*

**Scenario 1:** A TGI-serving organization as applicant in partnership with a hospital, health care clinic or other medical provider.

**Scenario 2:** A hospital, health care clinic or other medical provider as applicant in partnership with an existing TGI-serving organization.

*\*More than one medical provider can be funded under the grant if applicable.*

## 2.8. ALLOWABLE AND UNALLOWABLE ACTIVITIES

### EXAMPLES OF ALLOWABLE ACTIVITIES

*Recognizing that Tribal and rural communities have unique needs and circumstances, we encourage applicants to use this list as a starting point in proposing projects that are TGI responsive and will address the specific needs for their communities. Ultimately, proposed projects must fall under one of the allowable activities in [HSC §150900](#), specifically (c) (1) & (4).*

1. Continuing or establishing gender-affirming health care\* services (including mobile outreach programs and telehealth services), including but not limited to the following services:
  - a. Hormone Replacement Therapy
  - b. Gender-affirming surgeries and postoperative care
  - c. Voice therapy
  - d. Hair removal services

- e. Mental health services, such as group or individual therapy for TGI individuals
  - f. Substance Use Disorder services for TGI individuals
  - g. Patient navigation, such as referrals to and/or case management for gender-affirming health care services and advocacy for TGI individuals in a clinical setting
  - h. Informational sessions on gender affirming care and caretaking for individuals undergoing gender affirming care
2. Increasing the capacity of health care professionals to effectively provide TGI health care and institute TGI-inclusive best practices
- a. Creation or development of educational materials displaying resources for gender-affirming healthcare services or telehealth services available to a Service Area, including, but not limited to:
    - i. Webpage design
    - ii. Pamphlets
  - b. Facilitation of capacity-building trainings for clinical/medical and support staff
  - c. Improving administrative systems to reflect TGI-inclusive best practices (patient's pronouns, chosen name, etc.)
  - d. Creation of professional development networks within healthcare systems for continued education on gender affirming care and best practices in supporting TGI communities
  - e. Increasing a medical provider's capacity to offer gender-affirming health care services for a Service Area and expanding their referral network.
    - i. Connecting primary care professionals with experienced gender-affirming health care providers to add gender-affirming health care as a specialty service with call ins and case reviews to ensure standards of care.
3. Uncompensated care in clinical settings

\*Note: Gender-affirming health care includes treatment for both primary and secondary sex characteristics. According to the World Health Organization, "Gender-affirmative health care can include any single or combination of a number of social, psychological, behavioral or medical interventions (including hormonal treatment or surgery) designed to support and affirm an individual's gender identity."

#### **EXAMPLES OF UNALLOWABLE ACTIVITIES**

- 1) Activities for which the grant award will supplant existing funding
- 2) Activities or clinical services for which the applicant is already compensated
- 3) Research
- 4) Political activities
- 5) Capital expenditures
- 6) Provision of food

- 7) Legal aid for name changes
- 8) Supportive housing programs
- 9) Therapeutic arts programs
- 10) Direct financial assistance to program participants

## 2.9. PROJECT EVALUATION

CDPH will offer grantees guidance, technical assistance (TA), and support to facilitate the evaluation of their respective programs. This TA may include, but is not limited to, assisting grantees in crafting outcome metrics, such as standardized demographic and impact indicators, and data collection methodologies. CDPH will develop a comprehensive evaluation analysis to gauge the combined impact of all grant recipients.

Every funded program will have the autonomy to develop their own evaluation approach in a manner that empowers cultural and linguistic relevance.

A minimum of ten percent (10%) of the total award must be allocated to evaluation activities. This may include staff time for overseeing data collection and ongoing evaluation of the funded program.

### EVALUATION REQUIREMENTS

- A. **Project Evaluation Plan Development:** At the commencement of the grant agreement, grantees will be provided with the TGI Fund Evaluation Guidelines. Within the first one hundred and twenty (120) days of program implementation, grantees will be required to develop a Program Evaluation and Data Collection Plan, including the development of evaluation measures that are aligned with the objectives of the TGI Fund. CDPH will offer grantees technical support and assistance in crafting their plan and evaluation metrics. Grantees must submit their proposed plans within one hundred and twenty (120) days of the start of the grant period. CDPH will assess and approve these plans. Grantees will need to make necessary, timely revisions to their evaluation plans to align them with CDPH requirements until the plan is approved by CDPH.
- B. **Evaluation Progress Meetings:** Grantees will be expected to communicate quarterly with CDPH to discuss program progress and identify needs for TA.
- C. **Participation in Ongoing Technical Assistance:** Grantees will be expected to participate in ongoing evaluation TA sessions and other organizational trainings, as needed. There will be approximately four (4) cohort trainings and individual 1-on-1 trainings as needed, per year.
- D. **Annual and Final Evaluation Updates:** Grantees will be required to submit a mid-point evaluation report after twelve (12) months of program implementation and a final progress report that includes, but is not limited to, program and participant data as required under the program evaluation plan.

## 3. GRANTEE QUALIFICATIONS

### 3.1. MINIMUM QUALIFICATIONS

Submitted applications must meet the following minimum qualifications at the time of application to be considered:

The applicant **must have**, at minimum, the following qualifications and experience:

- 1) Both the Primary and Partner Applicant(s) must be a local (non-state) public agency, non-profit entity (501(c)3 tax exempt status).
- 2) Both the Primary and Partner Applicant(s) must be in current “good standing” with the Secretary of State and Franchise Tax Board per the [Business Search of the California Secretary of State webpage](#).
- 3) Must provide all required application attachments.
- 4) Must be, or partner with, a TGI-serving organization. A “TGI-serving organization” is defined as:
  - a. A public or non-profit organization with a mission statement on January 1, 2023, that centers serving transgender, gender nonconforming, and intersex people, and where at least sixty-five percent (65%) of the clients of the organization are TGI between January 1, 2020, and December 31, 2022.\*

*\* The mission statement and client percentage requirements cited above must belong to that of the entire organization. Programs of non-profit organizations or universities are not eligible to be awarded funds under state law.*

Organizations that meet the above stated minimum requirements may partner with a non-profit organization to be the formal applicant. This non-profit organization (fiscal sponsor) will be the grantee of record with the state and is responsible for ensuring implementation of the funded program and grant agreement. The fiscal sponsor shall pass all funding to the organization, but may charge a reasonable, or industry standard, fee for administrative costs of not more than sixteen percent (16%).

CDPH reserves the right to ask for documentation of minimum qualifications at any point during the proposal evaluation or term of the grant, should the applicant be awarded. If adequate documentation is not provided, the application may be rejected for further consideration during the evaluation phase. In addition, if the grantee is unable to provide adequate documentation after the execution of the grant, the applicant may be required to return all grant funds.

## 3.2. DESIRED QUALIFICATIONS

Assessment of applicant qualifications will be based on the following criteria:

- 1) Organization Capacity
  - a. Organization and all key partners demonstrate commitment to and/or successful record of serving TGI populations.
  - b. Organization has a successful record of implementing or can demonstrate that it has the capacity to provide gender-affirming care to TGI communities.
  - c. Organization has a successful record of serving the populations of their listed Service Area in a culturally and linguistically responsive manner.
- 2) Project Design and Approach
  - a. Project proposal addresses the unique needs of TGI service area community/ies.
  - b. Project proposal covers a wide geographic area.
  - c. Project proposal clearly outlines provided services and how the organization will evaluate its success.
- 3) Budget
  - a. Budget successfully reflects the proposed project.
  - b. Budget demonstrates meaningful partnership between applicant organizations.

## 4. APPLICATION INSTRUCTIONS

### 4.1. REQUIRED FORMAT AND SUBMISSION

This RFA, the evaluation of the applications, and the award of any resultant grant will be governed by the rules of this section and applicable State policy. **Please note that the fiscal sponsor is required to submit the application on behalf of the fiscally sponsored organization.**

Applications must be organized in the format shown below and contain all the information listed:

- 1) **Proposed Grantee Submittals:** Attachments 1-10. Please note that the Budget Sheet (Attachment 5) may be included as a separate Excel file\*.

\*Applications must not include links to Google Suite/Drive, or other cloud-based software programs. Applications that provide links instead of a copy of the required documents will be considered incomplete.

### 4.2. ELECTRONIC SUBMISSION

The deadline to submit the application is December 3, 2024 by 4:59:59 p.m. PDT. Applicants must submit one (1) PDF, containing all the required elements of the application via email to [TGIUnit@cdph.ca.gov](mailto:TGIUnit@cdph.ca.gov). All documents contained in the application must be signed by a person



who is authorized to bind the proposing organization. Applications not submitted electronically by the due date and time indicated above will not be considered.

**Table 5. Application Submission Email Format**

Email Component	Information Requirement
“To” Email Address	<a href="mailto:TGIUnit@cdph.ca.gov">TGIUnit@cdph.ca.gov</a>
Subject Line	[Applicant Organization Name] RFA 24-10582 Application
Attachments	<p>Attach one (1) PDF file containing all the required elements of the application. <b>The file must be submitted in PDF format only.</b> The budget sheet may be included in this file, as long as it is in PDF format. Otherwise also attach multiple Excel files containing the Budget Sheets as applicable. Unless otherwise directed, CDPH does NOT accept other formats. CDPH would appreciate it if the file is easily text-searchable, but this is not required.</p> <p>If the attachment exceeds 1.5MB, you may separate the attachment into smaller attachments and submit multiple emails that indicate the sequence number at the end of subject line. For example, if a submission requires three emails, the subject line of the first email to be read should end with “Part 1 of 3”.</p>

### 4.3. MULTIPLE SUBMISSIONS

Applicants must submit only one (1) response to this grant opportunity. Multiple submissions will not be considered. In the event that multiple applications are submitted by the same applicant, only the first application submitted prior to the submission deadline will be considered.

## 5. APPLICATION ASSESSMENT PROCESS

This section explains how the application will be reviewed. It describes the assessment process that will be followed for all applications. Each application will be assessed based on its response to the information requested in this RFA.

During the review and selection process, CDPH reserves the right to interview applicants by telephone for the purpose of clarification and verification of information provided in the application.

### 5.1. APPLICATION ASSESSMENT

To review all applications, CDPH will organize an assessment team. Assessment team members shall have no financial conflict to any organizations applying for grants. The assessment team members will review each application thoroughly and assign a final value.

Applications will be assessed in two stages:

**STAGE 1. ADMINISTRATIVE COMPLIANCE (PASS/FAIL)**

CDPH will review applications for compliance with requirements and completeness. Applications that fail Stage 1 will be deemed administratively non-compliant and will not proceed to Stage 2.

**STAGE 2. APPLICATION ASSESSMENT**

Applicants that pass Stage 1 will have their grantee narrative (See Attachment 4) and budget (See Attachment 5) assessed based on the following assessment criteria (maximum points available for each criterion are noted):

**Table 6. Stage 2 Application Assessment Criteria**

Assessment Criteria	Maximum Possible Points
Organization Capacity	55
Project Design and Approach	35
Budget	10
Maximum Total Points Possible	100 Points

A minimum of eighty (80) points out of the one hundred (100) possible points must be achieved to be eligible for funding.

CDPH reserves the right to validate the applicant organization’s mission and other statements made in the application through publicly available information, including, but not limited to, organization web pages, annual reports and third-party web sites. The Department further reserves the right to clarify information provided in the application through written and verbal correspondence.

**5.2. AWARD PROCEDURES**

Up to four (4) grants are expected to be awarded through this RFA process. To determine the funding award recipients, applications will be ranked by total points from highest to lowest. The applications who receive the highest point values will be awarded the grant. At no point will the total cost for all grants awarded for this RFA exceed \$2.9 million.

**5.3. GRANTEE AWARD APPEALS PROCEDURES**

An applicant who has applied and was not funded may file an appeal with the Office of Health Equity (OHE). Appeals must state the reason, law, rule, regulation, or practice that the applicant believes has been improperly applied regarding the evaluation or selection process. There is no

appeal process for applications that are submitted late or are incomplete. Appeals shall be limited to the following:

- 1) CDPH Gender Health Equity Section (GHES) failed to correctly apply the application review process, format requirements, or evaluation processes as specified in the RFA.
- 2) CDPH GHES failed to follow the methods for evaluating and assessing the applications as specified in CDPH OHE RFA 24-10582.

Written appeal letters must be sent by email to [TGIUnit@cdph.ca.gov](mailto:TGIUnit@cdph.ca.gov) and must be received before the date and time listed in *Section 1.5., Key Action Dates*. The Deputy Director of CDPH OHE, or a specified designee, will then come to a decision based on the written appeal letter. The decision of the Deputy Director of CDPH OHE, or the specified designee, will be the final remedy. Applicants will be notified by email of the results of the written appeal letter.

## **6. ADMINISTRATION**

### **6.1. COST OF DEVELOPING AN APPLICATION**

The applicant is responsible for the cost of developing an application and this cost cannot be charged to the State.

### **6.2. ECONOMIC SANCTIONS IN RESPONSE TO RUSSIA'S ACTIONS IN UKRAINE (EO N-6-22)**

On March 4, 2022, Governor Gavin Newsom issued Executive Order N-6-22 (the EO) regarding Economic Sanctions against Russia and Russian entities and individuals. "Economic Sanctions" refers to sanctions imposed by the U.S. government in response to Russia's actions in Ukraine, as well as any sanctions imposed under state law. The EO directs state agencies to terminate contracts with, and to refrain from entering any new contracts with, individuals or entities that are determined to be a target of Economic Sanctions. Accordingly, should the State determine Contractor is a target of Economic Sanctions or is conducting prohibited transactions with sanctioned individuals or entities, that shall be grounds for termination of this agreement. The State shall provide Contractor advance written notice of such termination, allowing Contractor at least thirty (30) calendar days to provide a written response. Termination shall be at the sole discretion of the State.

For further information regarding the executive order issued by the Governor, please refer to the following link: <https://www.gov.ca.gov/wp-content/uploads/2022/03/3.4.22-Russia-Ukraine-Executive-Order.pdf>

### **6.3. RFA CANCELLATION AND ADDENDUM**

CDPH reserves the right to do any of the following:

1. Cancel this RFA;

2. Create addendums to this RFA as needed; or
3. Reject any or all applications received in response to this RFA.

If an addendum to the RFA is created, CDPH will post it on the [TGI Unit website](#). It is the responsibility of all proposed applicants to continuously monitor the [TGI Unit website](#) for modifications and clarifications.

## 6.4. ERRORS

If an applicant discovers any ambiguity, conflict, omission, or other error in the RFA, the applicant shall immediately notify CDPH of such error in writing and request modification or clarification of the document. Modifications or clarifications will be posted on the [TGI Unit website](#) without divulging the source of the request for clarification. It is the responsibility of all proposed applicants to continuously monitor the [TGI Unit website](#) for modifications and clarifications.

## 6.5. MODIFYING OR WITHDRAWAL OF APPLICATION

An applicant may, by emailing [TGIUnit@cdph.ca.gov](mailto:TGIUnit@cdph.ca.gov), withdraw or modify a submitted application before the deadline for application submission as referenced in RFA *Section 1.5., Key Action Dates*, or any addenda thereafter. Please note that applications cannot be changed after the submission deadline has passed.

## 6.6. IMMATERIAL DEFECT

CDPH may waive any immaterial defect or deviation contained in an applicant's application. CDPH's waiver shall in no way modify the application or excuse the successful grantee from full compliance.

## 6.7. DISPOSITION OF APPLICATIONS

Upon application opening, all documents submitted in response to this RFA will become the property of the State of California and will be regarded as public records under the California Public Records Act (Government Code Section 6250 et seq.) and subject to review by the public.

## 6.8. AGREEMENT EXECUTION AND PERFORMANCE

Performance shall start on the date set by CDPH and the grantee once all approvals have been obtained and the agreement is fully executed. Should the grantee fail to commence work at the agreed upon time, upon five (5) days written notice to the grantee, CDPH reserves the right to terminate the agreement.

All performance under agreement shall be completed on or before the expiration date of the agreement. The estimated term of the agreement is expected to last until February 1, 2028. A

sample Grant Agreement, Attachment 11, is attached for review. The grantee who is awarded a grant will be required to sign the Grant Agreement and other related documents.

## 6.9. ATTACHMENTS

### ATTACHMENT 1 – Required Attachments Checklist

A completed application shall consist of all the required items identified below, including the attachments checklist itself. Complete this checklist by marking the box with an “X” for each completed item being submitted to CDPH. If not applicable, please indicate N/A.

**Table 7. Required Attachments Checklist**

	<b><u>Form</u></b>	<b><u>Description</u></b>
<input type="checkbox"/>	Attachment 1	Required Attachments Checklist
<input type="checkbox"/>	Attachment 2	Application Summary
<input type="checkbox"/>	Attachment 3	Minimum Qualifications Certification
<input type="checkbox"/>	Attachment 4	Narrative
<input type="checkbox"/>	Attachment 5	Budget and Budget Narrative
<input type="checkbox"/>	Attachment 6	Payee Data Record (STD 204)
<input type="checkbox"/>	Attachment 7	Certificate of Insurance
<input type="checkbox"/>	Attachment 8	Memorandum of Understanding (MOU)
<input type="checkbox"/>	Attachment 9	Fiscal Sponsorship Agreement Form**
<input type="checkbox"/>	Attachment 10	Licensure and/or Certification**

\*Attachments 11-14 are FOR INFORMATIONAL PURPOSES ONLY.

\*\*If applicable

If an organization utilizes a fiscal sponsor because it does not have 501(c)(3) tax exempt status, the fiscal sponsor is the official applicant. In this case, it is the applying organization’s responsibility to work closely with their fiscal sponsor to ensure that attachments 2 and 6-8 are completed using the fiscal sponsor’s information.

ATTACHMENT 2 – Application Summary

<b>Prime Applicant Organization Name</b>	<b>Prime Applicant Primary Contact (Name/Title)</b>
<b>Prime Applicant Organization Address</b>	<b>Prime Applicant Phone Number</b>
<b>Prime Applicant Organization City, State, Zip</b>	<b>Prime Applicant Email</b>
<b>Type of Organization (Please select one)</b>	<b>Funding Requested</b>
<input type="checkbox"/> Local (Non-State) Public Entity, <input type="checkbox"/> 501(c)(3) Organization, <b>or</b> <input type="checkbox"/> 501(c)(3) Organization Serving as Fiscal Sponsor	
<b>Partner Applicant Organization Name</b>	<b>Partner Applicant Primary Contact (Name/Title)</b>
<b>Partner Applicant Organization Address</b>	<b>Partner Applicant Contact Phone Number</b>
<b>Partner Applicant Organization City, State, Zip</b>	<b>Partner Applicant Contact Email</b>
<b>Type of Organization (Please select one)</b>	<b>Funding Requested</b>
<input type="checkbox"/> Local (Non-State) Public Entity, <input type="checkbox"/> 501(c)(3) Organization, <b>or</b> <input type="checkbox"/> 501(c)(3) Organization Serving as Fiscal Sponsor	
<b>Service Area    Focus</b>	
<input type="checkbox"/> <b>Tribal Communities</b> <i>Tribal, native, and indigenous populations within California</i>	<input type="checkbox"/> <b>Service Area 2</b> <i>Rural communities of Siskiyou, Modoc, Shasta, Lassen, Tehama, Plumas, Glenn, Sierra, Nevada, Colusa, Sutter, Yuba Counties</i>
<input type="checkbox"/> <b>Service Area 1</b> <i>Rural communities of Del Norte, Humboldt, Trinity, Mendocino, Lake Counties</i>	<input type="checkbox"/> <b>Service Area 3</b> <i>Rural communities of El Dorado, Amador, Alpine, Calaveras, Tuolumne, Mono, Mariposa, Madera, Inyo Counties</i>

**ATTACHMENT 3 – Minimum Qualifications Certification**

I, \_\_\_\_\_, certify that \_\_\_\_\_ fulfills the following minimum qualifications and have attached documentation to verify each qualification as required:

Qualification	Please check the appropriate boxes
1) All applicants must be a local (non-state) public agency, non-profit entity (501(c)3 status), or be fiscally sponsored by a non-profit entity.	<input type="checkbox"/> Yes <input type="checkbox"/> No
2) Must possess and provide a copy of current licenses or certifications required for all proposed services.	<input type="checkbox"/> Yes <input type="checkbox"/> No
3) Must be a TGI-serving organization, or if not a TGI-serving organization, must partner with a TGI-serving organization. A “TGI-serving organization” is a public or non-profit organization with a mission statement on January 1, 2023, that centers serving transgender, gender nonconforming, and intersex people, and where at least sixty-five- percent (65%) of the clients of the organization are TGI between January 1, 2020, and December 31, 2022.	<input type="checkbox"/> Yes <input type="checkbox"/> No

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_

Organization Name: \_\_\_\_\_



## ATTACHMENT 4 – Narrative

The applicant will submit a narrative addressing the following required elements:

### **1. ORGANIZATION CAPACITY (55 POINTS)**

*MAXIMUM PAGE LIMIT 5 PAGES, NOT INCLUDING RESUMES AND ORGANIZATIONAL CHART;  
MINIMUM SIZE 10 FONT, NOT APPLIED TO FOOTNOTES/ENDNOTES*

- a. Provide an overview of all applicant organizations, their programmatic focus, and demographic information of clients served. Explain how the mission of each applicant organization aligns with the TGI Fund. Please note that CDPH prefers organizations that:
  - i. Demonstrate a commitment to and/or successful record of serving TGI population(s), e.g., history with TGI population(s), number of years working with TGI-serving organizations, current staff/board members with lived experiences, financial support of TGI-serving organizations
  - ii. Have a successful record of implementing or can demonstrate that it has the capacity to provide gender-affirming care to TGI communities
  - iii. Have a successful record of serving proposed Service Area in a culturally and linguistically responsive manner.
- b. For the TGI-serving organization, describe their leadership's (board members and executive officers) and key personnel's ties to TGI communities, including lived experience and to the proposed Service Area.
- c. For the hospital, clinic, or other medical provider, describe their leadership's (board members and executive officers) and key personnel's ties to both TGI communities, including lived experience and to the proposed Service Area.
- d. Describe the nature of the application partnership, including length and depth of partnership, collaboration process, shared decision making, and coordination of care. Identify all key personnel expected to participate in the proposed program, including roles, responsibilities, and years and type of experience for each person. Please note that CDPH prefers a proposed project team that includes:
  - i. Organizations that have a successful record of implementing or can demonstrate that it has the capacity to provide gender-affirming health care services to TGI communities.
  - ii. An organization that has successful record of serving proposed Service Area in a culturally and linguistically responsive manner.
- e. Provide resumes for all key personnel included in project budget.
- f. Provide organization charts for all applicant organizations that illustrate the proposed relationships between the lead program manager, key personnel, and support staff that are expected to participate in the project.

### **2. PROGRAM DESIGN AND APPROACH (35 POINTS) NO PAGE LIMIT**

- a. Identify the TGI Service Area community/ies the proposed program is designed to serve. Identify how your proposed project addresses their unique needs.
  - i. Provide a description of the program you are proposing.

- i. The services or programs you will offer, including specifics such as how many workshops, how long the programs will be, etc.
  - ii. How many people you plan to engage in these programs or activities
  - iii. The outcomes or transformation that participants may experience as a result of their participation
  - iv. How you will evaluate the success of your program
- b. Identify whether the proposed project will enhance or expand existing services, or will develop a new program.
- c. Identify the TGI Fund category/ies that your proposed program fits into. *As a reminder, proposed projects must fall under one of the allowable activities in [HSC §150900](#), specifically (c) (1) & (4).*
- d. Provide a Logic Model for the proposed program. Refer to the [TGI Unit website](#) for the required template as well as example of a completed Logic Model.
- e. Provide a detailed workplan. A workplan is a clear, concise description of the steps that will lead to the fulfillment of each activity mentioned in the Logic Model, including a projected timeline for completion of the steps identified in this section, f. Refer to the [TGI Unit website](#) for the required template as well as example of a completed workplan.

**ATTACHMENT 5 – Budget Sheet and Budget Narrative**

**BUDGET (10 POINTS) NO PAGE LIMIT**

Provide a detailed budget for the proposed program, citing costs for personnel, subgrantee(s), technology, equipment and supplies, and other related expenses. Budgets must not exceed \$705,250. Costs for evaluation activities must total a minimum of ten percent (10%) of the total award and indirect costs must not exceed a maximum of twenty percent (20%) of the total budget. This is calculated to the cent, not as a rounded percentage. Please note that a non-profit that serves as the fiscal agent or sponsor for an organization is subject to the budget parameters outlined in *Section 2.1, subpoint B*.

If staff for a specific position is not currently identified, indicate “TBD” in the budget sheet and provide their presumed role and qualifications.

Indirect costs are those expenses that are necessary for the general operation of an organization and are not specifically identified with a particular grant, project or activity. Indirect costs can include but are not limited to administrative services, janitorial services, overhead costs, legal services, etc.

Provide a budget narrative that describes each budget line item (must include how this supports the proposed project, amount and type of object).

Budgets will be evaluated on the basis of their ability to implement the proposed project and must reflect a “meaningful partnership” between the TGI-serving organization and the medical provider(s).

The required budget sheet and budget narrative template is available for download through the [TGI Unit website](#).

**ATTACHMENT 6 – Payee Data Record (STD 204)**

The Payee Data Record (STD 204) is a required submittal. It is available at the [California Department of General Services website](#).

This form must be completed by both the Prime Applicant and Partner Applicant.

**ATTACHMENT 7 – Certificate of Insurance**

The Prime Applicant and Partner Applicant must provide a current Certificate of Insurance, which must identify evidence of \$1,000,000 Commercial General Liability Insurance. If applicable, a certification of self-insurance signed by the authority to bind the agency may suffice.

Coverage must be active at the time of application (on or before December 3, 2024).

**ATTACHMENT 8 – Memorandum of Understanding**

Provide a copy of the Memorandum of Understanding between the Primary Applicant and Partner Applicant(s).

A Memorandum of Understanding template is available for download via the [Department of Justice webpage](#). This template is not required for submission.

**ATTACHMENT 9 – Fiscal Sponsor Form**

If applicable, provide a copy of the agreement between an applying organization and their fiscal sponsor.

**ATTACHMENT 10 – Licensure and/or Certification**

Provide a copy of all applicable licensure and/or certification to provide the proposed services.

ATTACHMENT 11 – Sample Grant Agreement (CDPH 1229) (FOR INFORMATIONAL PURPOSES ONLY, NOT REQUIRED IN SUBMISSION)

**PROGRAM PROJECT NAME**

**Awarded By**

**THE CALIFORNIA DEPARTMENT OF PUBLIC HEALTH, hereinafter “Department”**

**TO**

**{Legal Business Name of Grantee}, hereinafter “Grantee”**

**Implementing the “{Name of Project},” hereinafter “Project”**

**GRANT AGREEMENT NUMBER XX-XXXXX**

The Department awards this Grant and the Grantee accepts and agrees to use the Grant funds as follows:

**AUTHORITY:** The Department has authority to grant funds for the Project under [e.g. Health and Safety Code \(HSC\), Section 25280....](#)

**PURPOSE:** The Department shall award this Grant Agreement to and for the benefit of the Grantee; the purpose of the Grant is to provide [Brief summary]

**GRANT AMOUNT:** The maximum amount payable under this Grant Agreement shall not exceed the amount of \$

**TERM OF GRANT AGREEMENT:** The term of the Grant shall begin on [Start Date] and terminates on [End Date]. No funds may be requested or invoiced for services performed or costs incurred after [End Date].

**PROJECT REPRESENTATIVES.** The Project Representatives during the term of this Grant will be:

<b>California Department of Public Health</b>	Grantee: <b>[Legal Business Name]</b>
Name:	Name:
Address:	Address:

City, ZIP:	City, ZIP:
Phone:	Phone:
E-mail:	E-mail:

Direct all inquiries to the following representatives:

<b>California Department of Public Health, [Branch Title]</b>	<b>Grantee: [Legal Business Name]</b>
Attention:	Attention:
Address	Address
City, Zip	City, Zip
Phone	Phone
E-mail	E-mail

All payments from CDPH to the Grantee; shall be sent to the following address:

<b>Remittance Address</b>
<b>Grantee: [Legal Business Name]</b>
Attention "Cashier":
Address
City, Zip
Phone
E-mail

Either party may make changes to the Project Representatives, or remittance address, by giving a written notice to the other party, said changes shall not require an amendment to this agreement but must be maintained as supporting documentation. Note: Remittance address changes will require the Grantee to submit a completed CDPH 9083 Governmental Entity Taxpayer ID Form or STD 204 Payee Data Record Form and the STD 205 Payee Data Supplement which can be requested through the CDPH Project Representatives for processing.

**STANDARD GRANT PROVISIONS.** The Grantee must adhere to all Exhibits listed and any subsequent revisions. The following Exhibits are attached hereto or attached by reference and made a part of this Grant Agreement:

Exhibit A, GRANT APPLICATION

Exhibit A, ATTACHMENT 1 - GRANTEE'S WRITTEN MODIFICATIONS, this document shall supersede the Grant Application which includes the final Scope of Work and Budget Cost Sheet and shall be incorporated by reference or attached hereto.

Note: Once the Grant Agreement has been fully executed, requests for modifications/changes thereafter to the existing [Exhibit A and/or Exhibit A, Attachment 1](#), do not require a formal amendment but must be agreed to in writing by both parties. The CDPH/Grantee Project Representatives are responsible for keeping records of approved modifications/changes. Such modifications/changes must be made at least 30 days prior to implementation. A formal written amendment is required when there is an increase or decrease in funding or a change in the term of the agreement.

Exhibit B BUDGET DETAIL AND PAYMENT PROVISIONS

Exhibit C STANDARD GRANT CONDITIONS

Exhibit D REQUEST FOR APPLICATION (RFA)

Exhibit E ADDITIONAL PROVISIONS

**GRANTEE REPRESENTATIONS:** The Grantee(s) accept all terms, provisions, and conditions of this grant, including those stated in the Exhibits incorporated by reference above. The Grantee(s) shall fulfill all assurances and commitments made in the application, declarations, other accompanying documents, and written communications (e.g., e-mail, correspondence) filed in support of the request for grant funding. The Grantee(s) shall comply with and require its subgrantee's to comply with all applicable laws, policies, and regulations.

IN WITNESS THEREOF, the parties have executed this Grant on the dates set forth below.

Executed By:

Date:

\_\_\_\_\_  
Name, Title  
Legal Business Name  
Address

Date: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
Name, Chief  
Contracts Management Unit  
California Department of Public Health  
1616 Capitol Avenue, Suite 74.262  
P.O. Box 997377, MS 1800- 1804  
Sacramento, CA 95899-7377

Please continue to the next page.



**ATTACHMENT 12 – List of Acronyms (FOR INFORMATIONAL PURPOSES ONLY, NOT REQUIRED IN SUBMISSION)**

**CDPH** – California Department of Public Health

**GHEs** – Gender Health Equity Section

**PCC** – Public Contracting Code

**RFA** – Request for Application

**TA** – Technical Assistance

**TGI** – Transgender, gender nonconforming, and intersex

**ATTACHMENT 13 – RFA Terms and Definitions (FOR INFORMATIONAL PURPOSES ONLY, NOT REQUIRED IN SUBMISSION)**

**Gender nonconforming** – “Gender nonconforming” is an inclusive term used to describe individuals who may experience a gender that is neither exclusively male nor female or in between or beyond both of those genders, including, but not limited to, nonbinary, gender fluid, agender or without gender, third gender, genderqueer, gender variant, Two-Spirit, Hijra, Kathoey, Mak nyah, Muxe, Waria, Māhū, and Fa’afafine.

**Health care** – means all of the following:

- A. Medical, behavioral, and spiritual care, which includes, but is not limited to, guided meditation and nondenominational therapy.
- B. Therapeutic arts programs, which includes, but is not limited to, dancing, painting, and writing classes.
- C. Services related to substance use disorder or substance abuse.
- D. Supportive housing as a mechanism to support TGI-identified individuals in accessing other social services.

**Intersex** – “Intersex” is an umbrella term referring to people whose anatomy, hormones, or chromosomes fall outside the strict male and female binary.

**TGI Fund** – Transgender, Gender Nonconforming, and Intersex Health and Wellness Fund

**TGI-serving organization** – A “TGI-serving organization” means either of the following:

- A. A public or non-profit organization with a mission statement that centers around serving transgender, gender nonconforming, and intersex people, and where at least 65% of the clients of the organization are TGI.
- B. A non-profit that serves as the fiscal agent or sponsor for an organization described in (a). A non-profit that is serving as a fiscal agent or sponsor shall pass all funding to the organization but may charge a reasonable or industry standard fee for administrative costs of not more than sixteen percent (16%).

**Transgender** – “Transgender” is broad and inclusive of all gender identities different from the gender a person was assigned at birth.