



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

REQUEST FOR APPLICATIONS

**Arthritis Foundation's Walk With Ease Program
NEW YORK STATE YMCA FOUNDATION, INC.
NEW YORK STATE DEPARTMENT OF HEALTH**



WALK WITH EASE PROGRAM OVERVIEW

The Arthritis Foundation Walk With Ease Program is a six-week, evidence-based group exercise program appropriate for adults with, or without, arthritis. Studies by the Thurston Arthritis Research Center and the Institute on Aging of the University of North Carolina show that Walk With Ease:

- Reduces the pain and discomfort of arthritis;
- Increases balance, strength, and walking pace;
- Builds confidence in one's ability to be physically active; and
- Improves overall health

Walking, like many other forms of exercise, offers many health benefits. Besides being inexpensive, convenient, and fun, walking can help to strengthen heart and lungs, nourish joints, build bones, fight osteoarthritis, control weight, and improve mood. Walking is also safer and puts less stress on the body than most other forms of aerobic exercise – helping to build stamina and boost cardiovascular fitness. Walking is an especially good exercise choice for people who are older or who have been less active.

Walk With Ease can be offered as self-directed or in a community group-based setting. **For the purposes of this grant, Walk With Ease must be delivered in a group-based setting.** The program is facilitated by certified instructors with training in group exercise and arthritis conditions and is conducted in small, supportive group settings. The only pre-requisite for program participants is the ability to be on one's feet for at least 10 minutes without feeling increased pain. Walk With Ease does not require any equipment.

Walk With Ease is offered three times per week for 45-60 minutes for six weeks.

During each class program participants will experience:

- A certified instructor with special training to promote education about successful physical activity for people with arthritis
- A pre-walk discussion about related topics on arthritis, exercise, or walking safely and comfortably, as well as motivational strategies and group sharing
- A series of warm-up exercises and stretches
- A 10-30-minute walk in a local community setting
- A cool-down

In support of the Y's cause of strengthening communities and improving the nation's health and wellbeing, Walk With Ease can help participants overcome the obstacles of living with arthritis and revitalize their health with the support of a group. Funds from the New York State Department of Health Arthritis Program and the Centers for Disease Control and Prevention (CDC) will support the New York State YMCA Foundation, Inc. as it looks to scale Walk With Ease throughout New York State.

For more information about the Arthritis Foundation's Walk With Ease Program, visit:

<https://www.arthritis.org/living-with-arthritis/tools-resources/walk-with-ease/>

AWARD DETAILS AND ELIGIBILITY

Arthritis is the most prevalent chronic condition among adults in New York State, affecting over three million people. Adults within underserved populations, including persons with disability, older adults, adults living in rural areas, and low-income adults, are disproportionately affected. Physical activity is proven to control arthritis and joint symptoms, however, adults with arthritis are less likely to engage in leisure-time physical activity.

As a way to address this disparity and get adults with arthritis more active, the New York State YMCA Foundation and the New York State Department of Health Arthritis Program will select YMCA Associations to receive the **Walk With Ease Grant** to deliver the program in community locations that represent underserved populations.

Up to six (6) grants of \$3,000 will be awarded to YMCA Associations to launch one Walk With Ease site in their community. Funded YMCA Associations will be required to deliver two (2) six-week sessions. Grant funds are intended to offset the costs associated with program delivery.

Participation requirements for your funding are listed below:

Site	Award Amount	Number of Required Sessions	Total Required Reach
1 Site	\$3,000	2	24-30 unique individuals

PLEASE NOTE:

- YMCA Associations previously funded by the New York State YMCA Foundation, Inc. or the Alliance of New York State YMCAs are eligible to apply.
- This grant is a 10-month contract from September 1, 2019 to June 30, 2020. Each YMCA Association will be required to implement Walk With Ease and meet attendance goals by the end of the contract period.
- Awards will be made as **cost-reimbursable contracts**. YMCA Associations will be responsible for all associated costs up front and will submit invoices to the New York State YMCA Foundation for reimbursement.
- All New York State YMCA Associations in good standing with the ability to build capacity for Walk With Ease are eligible to apply for this funding opportunity.

*All grants awarded under this RFA are contingent upon received funding from the Centers for Disease Control and Prevention and the New York State Department of Health Arthritis Program.

USE OF FUNDING

If awarded a **Walk With Ease Grant**, YMCA Associations will be required to allocate grant funds toward delivering Walk With Ease in a community location. Funds are intended to offset costs associated with program delivery, such as:

- Start-up (marketing and recruitment materials, participant guidebooks, etc.)
- Operations (non-Y site fees, kick-off or “session zero” events, etc.)
- Staff expenses (salary for staff delivering the program and/or performing data entry)

YMCA Associations should complete the attached budget template and justification to indicate the expenditures related to the award and the full amount requested. The submitted budget should include expenses through June 30, 2020. As a reminder, this will be a 10-month contract.

YMCA Associations shall comply with the requirements stated in all of the agreements in connection with the grant and will not redirect funds or sub-contract with any organizations that require payment of indirect costs on these funds. These funds are not intended to fund the indirect costs of a YMCA Association.

Separate funding will be made available to train three Walk With Ease Instructors from each funded YMCA Association. These funds are separate from each YMCA Association’s grant award. YMCA Associations do not need to budget for training in their funding applications.

STAFF TRAINING

YMCA Associations shall identify appropriate staff for different aspects of the **Walk With Ease Grant** and assign staff to carry out the tasks outlined in the grant objectives.

YMCA Associations shall select staff who will be fully committed to, and engaged in, the implementation of Walk With Ease, who meet the qualifications for selection (including completion of pre-requisite trainings for the Walk With Ease Instructor Training listed below), and who fulfill the responsibilities of participation.

As a Walk With Ease Instructor, you will help adults with, or without, arthritis build confidence in their ability to be physically active and show them how they can make physical activity a part of their everyday lives. The online interactive training is offered through the Aerobics and Fitness Association of America (AFAA) and includes a downloadable PDF instructor manual and four AFAA CEUS.

Walk With Ease Instructors:

- Current CPR Certification
- Walk With Ease Online Instructor Training

Walk With Ease Instructors or Data Entry Staff:

- NYSDOH Workshop Wizard Tutorial

Separate from each YMCA Association's grant award, additional funding has been earmarked to cover at least three (3) Walk With Ease Instructor Candidates' Registration Fees from each funded YMCA Association. These Instructor Candidates' must plan to deliver Walk With Ease at a site funded by this grant.

PARTICIPATION AND REPORTING

Funded YMCA Associations shall participate in performance monitoring and data reporting activities with the New York State YMCA Foundation and the New York State Department of Health Arthritis Program. This includes, but may not be limited to, data collection, budget reporting, voucher submission and other reporting requirements with deadlines from the New York State YMCA Foundation and its funder.

YMCA Associations will submit one mid-way report to the New York State YMCA Foundation in accordance with templates to be provided after funding is awarded.

YMCA Associations will submit a final report including a narrative and financial report as to how the grant was used upon the completion of the grant period, **and no later than July 15, 2020**. Reports will include, but not be limited to:

- Number of people served
- Number of classes offered and their locations
- Testimonials and impact stories
- How grant funds were allocated

YMCA Associations will name a Program Coordinator who will serve as the primary contact and participate on any webinar and/or conference calls, as requested by the New York State YMCA Foundation or the New York State Department of Health Arthritis Program.

YMCA Associations shall collect program and participant data using NYSDOH Workshop Wizard. This includes participants pre- and post-surveys. YMCA Associations will need to designate a staff member to be trained in Workshop Wizard which is mandatory and done live in an on-line platform before delivery can begin.

YMCA Associations recognize that all data submitted will be shared with the New York State Department of Health Arthritis Program in aggregate and may be used for program evaluation purposes.

DELIVERABLES

If funded, each YMCA Association awarded a **Walk With Ease Grant** will be responsible for:

- Completing an initial project workplan, including projected program delivery dates;
- Training the appropriate staff as Walk With Ease Instructors;
- Delivering at least two (2) six-week sessions of the Arthritis Foundation Walk With Ease program in one site, engaging 12-15 participants per session;
- Collecting and submitting program and participant data via Workshop Wizard in a timely fashion;
- Completing up to two (2) fidelity assessments with the New York State YMCA Foundation or the New York State Department of Health Arthritis Program;
- Completing one press release using a template provided by the New York State YMCA Foundation to market the Walk With Ease program or highlight its successful launch at your YMCA;
- Attending three conference calls with the New York State YMCA Foundation and the New York State Department of Health Arthritis Program;
- Completing one midway report and one final report on the progress of the YMCA's Walk With Ease program; and
- Committing to, sustaining, and embedding the Walk With Ease program into routine YMCA operations

APPLICATION INSTRUCTIONS

The attached application is designed to help you assess if your YMCA Association has the experience, structure, and capacity to successfully implement and deliver the Walk With Ease program at your YMCA or other community location.

In order to ensure that your YMCA Association is poised for success, it must meet certain readiness criteria, all of which are explored in this application. Please be sure to read each question carefully. Answer each question using evidence and examples.

You will also be required to submit a program budget using the provided budget template.

Please complete all sections on the electronic application form and submit completed applications via email to Paige Hughes at phughes@ymcanys.org. **Applications must be submitted by Monday, July 29, 2019 to be considered for this funding opportunity.** Applicants will be notified of their award status by August 19, 2019 and awards will begin September 1, 2019.

Anticipated Timeline:

Task	Date
Application Released	July 8, 2019
Application Deadline	July 29, 2019
Application Review	August 1-16, 2019
Award Notification	August 19, 2019
Subcontract Begins	September 1, 2019
Training Completion	January 1, 2020
Subcontract Ends	June 30, 2020

*All grants awarded under this RFA are contingent upon received funding from the Centers for Disease Control and Prevention and the New York State Department of Health Arthritis Program.

QUESTIONS?

Paige Hughes

Director of Healthy Living, Alliance of New York State YMCAs
phughes@ymcanys.org | 518 462 8241 ext. 9501

Celeste Harp

Intervention Coordinator, New York State Department of Health
celeste.harp@health.ny.gov | 518 408 5150

APPLICATION FOR FUNDING

Please complete the fields below.

Name	
Title	
YMCA Association	
Address	
Phone	
Email	

<p>1. Disease burden is a description of a disease's impact on the community. Please summarize the burden of arthritis in your community including: the number of people affected, who is affected, how the disease impacts their quality of life and overall health, and overall healthcare costs.</p>
<p>2. Describe your target population.</p>
<p>3. It is vital that the YMCA Association embrace chronic disease prevention and management work as mission-focused and make it a strategic, organizational priority.</p> <p>Please provide examples of any or all of the following: Specific Board, YMCA leadership and/or staff performance objectives that are related to your strategic plan or mission; Specific action steps that have been taken in accordance with your mission/strategic plan. (5 points)</p>
<p>4. What has compelled your YMCA Association to pursue Walk With Ease? What are your reasons and how is it tied to your Y's strategic plan or mission? What are your YMCA's goals for this program? (10</p>

points)
5. Summarize the activities your YMCA Association will conduct to achieve the project goals, such as training, marketing, implementation, data collection, sustainability, etc. (10 points)
6. Does your YMCA have a Walk With Ease site in mind that is accessible and walkable for people of all ages and abilities (i.e. shopping malls, paved rail trails, a safe/walkable downtown area, indoor track, schools, state parks, etc.)? Please name the site(s) that may be used to deliver this program: (5 points)
Potential Outdoor Sites: <ol style="list-style-type: none">
Potential Indoor Sites: <ol style="list-style-type: none">
7. How will your YMCA Association ensure that the target number of participants for Walk With Ease is reached? How will Walk With Ease reach underserved populations, including older adults, adults with disabilities, and those living in rural areas? (10 points)
8. Individuals living with or recovering from chronic diseases – such as cancer, heart attack, arthritis, or diabetes – that come to the YMCA for support may do so on a referral from their healthcare provider. These individuals may have needs that are beyond the Y’s capacity. Your YMCA will need strong, collaborative partnerships with local healthcare providers and health and wellness-focused

organizations in your community to help implement programs and services that engage and support these individuals.

Provide examples of how/when your YMCA has done any or all of the following: (10 points)

- **Been invited to and attended discussions with/among local healthcare providers and/or health and wellness-focused organizations regarding how the Y can improve the health of the community**
- **Brought together other community leaders in this field if/when necessary**
- **Served individuals that local healthcare providers have directly referred to your YMCA for healthcare programs and/or services**
- **Established methods by which our staff routinely communicates with referring health care providers about the progress their patients are making at your YMCA**

9. How is your YMCA perceived in the community, particularly as it relates to chronic disease prevention and management? (5 points)

10. List and briefly describe any community partners or health-focused coalitions with which your YMCA already works. (5 points)

11. Does your YMCA Association have experience in serving individuals referred directly from a healthcare provider? What are the methods used to communicate progress back to the healthcare provider? (5 points)

12. Evidence-based and evidence-informed tertiary chronic disease prevention programs, such as Enhance®Fitness or LIVESTRONG® at the YMCA, are focused on specific populations

and have rigorous standards for data collection and storage, outcome measurement, and reporting. Within the context of chronic disease prevention, a “target population” goes beyond demographic distinction. A “specific population” is a group of individuals that have one or more risk factors for – or an actual diagnosis of – a chronic disease or condition.

Please provide examples of how your YMCA Association has implemented or sustained one or more programs that require: (10 points)

- **Participants to meet specific health-related criteria**
- **Your YMCA to collect and track very specific, health-related data on a regular basis**
- **Staff to complete one or more specific, mandatory trainings in order to deliver the program**
- **A high level of accountability to program partners, participant referring entities, the health care community and/or funders (i.e. provide regular reports on program expansion, staff training, participant outcomes, etc.)**

13. What has your YMCA learned from prior experiences implementing new programs or activities for specific populations? (5 points)

14. Implementing programs that support the health and well-being of individuals living with or recovering from chronic diseases must be approached with a long-term view. Each YMCA Association needs to have a clear plan to sustain these types of health initiatives, given the considerable resources they may require. Please provide details and examples that show how your Y has accomplished any or all of the following: (10 points)

- **Secured at least one long-term funding source that supports/will support this work (e.g. health plan payer)**
- **Identified or created dedicated tertiary program oversight, coordination, delivery and administrative support roles within your Y’s current budget**

15. How does your YMCA Association plan to sustain Walk With Ease program delivery after grant funds are spent? How will you expand this program after the funding concludes? (10 points)

BUDGET TEMPLATE

Using the template below, complete a budget for how the grant funds will be used to implement Walk with Ease at your YMCA Association. Please use your best judgment when estimating program expenses.

- Complete all categories in the table shown below. If there are any budget item lines that you are not including in your budget, please leave them blank.
- For each of the budget items listed, please explain how the funds for this line item will be spent and how the amount was determined. (100 points)

BUDGET ITEM	AMOUNT REQUESTED	JUSTIFICATION (Please be thorough and concise in your responses)
Salary	\$	
Fringe	\$	
Supplies	\$	
Travel	\$	
Equipment	\$	
Miscellaneous	\$	
TOTAL	\$	