

Sugary Drinks Distributor Tax (SDDT) 2023 Healthy Communities Grants Program 2023 Community Grants Review Panelist Application – Info Sheet

The San Francisco Public Health Foundation (SFPHF), in collaboration with the San Francisco Department of Public Health (SFDPH) Community Health Equity & Promotion Branch, is **seeking panelists to serve on the community grants review panel** for the [Sugary Drinks Distributor Tax \(SDDT\) 2023 Healthy Communities Grants Program Request for Proposals \(RFP\)](#). The grant funds are intended to impact health equity and inspire innovative, community-driven, and -led 2023 Healthy Communities Grants that will strengthen skills/build capacity in priority communities while delivering chronic disease interventions and making long-term, sustainable changes that are health-promoting, community building, and equity focused.

We are seeking community leaders/organizers/advocates/educators, wellness enthusiasts, nutrition & fitness professionals, and/or health & social service providers with deep connections to the [RFP Priority Populations](#) in San Francisco that are most impacted by sugary drinks and related health outcomes (Black/African American, Latinx, Pacific Islander, Native American/American Indian, Asian, and Low-Income Populations). Our goal is to select panelists who will ensure that project proposals are reviewed by members of the RFP priority population(s). This is a **paid opportunity** to be part of the SFPHF and SFDPH grant-making process and have a voice in making funding recommendations for project proposals that will benefit your community members.

WHAT DOES A PANELIST DO?

- Engage community voice directly in SFPHF and SFDPH grant-making practices.
- Attend training, 2 hours (virtual on Zoom with in-person option).
- Review, rank, and comment on grant proposals (no more than five proposals).
- Meet in a virtual or hybrid setting (on Zoom with in-person option) where panel discussions may be recorded, 2 hours.
- Receive compensation, up to \$575.

WHY BE A PANELIST?

- Make a difference for your community: have a voice in making funding recommendations for project proposals that will benefit your community.
- Gain insight into the grant-making process and gain deeper understanding of what makes a successful grant.
- It's a great networking opportunity. Learn about the people, organizations, and projects in your communities.
- *Community Grants Review Panelists may earn up to \$575 in a calendar year. The stipend schedule will be as follows:*
 - \$100 for attending training session (2 hours)
 - \$75 per proposal reviewed and scored (no more than five proposals per panelist)
 - \$100 for review panel discussion and follow-up questions (2 hours)

What are we looking for in panelists?

- Deep connections to any of the [RFP Priority Populations](#) in San Francisco that are most impacted by sugary drinks and related health outcomes (Black/African American, Latinx, Pacific Islander, Native American/American Indian, Asian, and Low-Income Populations).
- May have lived experience, interest, expertise, and/or knowledge in one or more of the following:
 - Community building, partnerships, and collaborations
 - Community organizing, planning, and capacity building
 - Racial justice and health equity
 - Food/Nutrition security
 - Physical activity
 - Built environment and urban planning
 - Holistic health and wellness
 - Mental health
 - Workforce development
- Are detail-oriented and able to provide specific feedback on proposals
- Are representative of San Francisco's demographics and the specific 2023-2024 applicant pool for all races/ethnicity, gender, LGBTQ, and differently-abled representations.

FREQUENTLY ASKED QUESTIONS

- I am a current SDDT-funded grantee; can I be a panelist?
 - Yes, current grantees may apply if you are not submitting a proposal for funding.
- I am applying for an SDDT Healthy Communities grant; can I be a panelist?
 - No.
- Who curates the review panel and selects the panelists?
 - Staff of the SF Public Health Foundation and Population Health Division of SFDPH
- I work for the City and County of San Francisco; can I be a panelist?
 - City employees may not be paid through these funds to participate. If you are interested in being a review panelist, you must get approval from your direct supervisor to do this on your work time (or unpaid on your own time).
- I'm living outside of San Francisco right now; can I apply?
 - Yes, but we aim to select individuals with deep connections to priority populations (Black/African American, Latinx, Pacific Islander, Native American/American Indian, Asian, and Low-Income Populations) in San Francisco.
- Additional questions may be directed to sddt@sfphf.org or 415-504-6738 x103.

HOW TO APPLY

- Apply online at: <https://forms.gle/n8A6uVRT5iU2ywW48>.
- Deadline to apply is **February 6, 2023**.
- Paper copies of [the application form](#) are available at The San Francisco Public Health Foundation, 1 Hallidie Plaza, Suite 808, San Francisco.
- Completed paper applications may be hand delivered or mailed to the address below. **Mailed applications must be postmarked by February 6, 2023.**



SDDT Community Grants Review Panel
The San Francisco Public Health Foundation
1 Hallidie Plaza, Suite 808
San Francisco, CA 94102

NEXT STEPS

- After applications are received, SFPHF and SFDPH staff will review them and select panelists. Final decisions on panelists are at the discretion of the SFPHF. Not all who apply will be selected; for this request for proposals (RFP) we expect to select 5-10 panelists.
- Applicants will be notified of selection decisions by March 2023.
- Selected panelists must participate in a training to get familiar with the review process and scoring criteria.
- Panelists will review, score and meet to discuss proposals in March 2023.

Thank you for your interest in being an integral part of supporting health equity in San Francisco!