

Project Category

Please select the category that aligns with your project goals (you may select more than one).

- ☐ Support or increase access to culturally responsive dental care.
- ☒ Increase water consumption (fluoridated water if possible), decrease consumption of sugary beverages, or promote access to healthy food.

For demonstration purposes only not in the OHI Budget, Project, Timeline Template

Summary Area	Application Narrative
Project Overview	The Healthy Hydration & Food Access Initiative is a 12-month, \$115,000 project designed to increase access to safe drinking water, reduce sugary-beverage consumption, and make healthy foods easier to obtain for residents in underserved neighborhoods. The initiative will work through schools, community sites, health partners, food retailers, and trusted local organizations.
Key Activities	The project will install or improve water refill access at priority sites, distribute reusable bottles, and deliver multilingual education that promotes fluoridated tap water when available. Staff and partners will also conduct sugary-drink reduction campaigns, taste tests, cooking demonstrations, produce distributions, and healthy-food vouchers or market incentives.
Equity and Access	Activities will prioritize low-income families and neighborhoods with limited food and beverage options. Interpretation, culturally responsive materials, transportation or delivery support, and partnerships with trusted community organizations will reduce language, cost, mobility, and access barriers.
Expected Results	The project is expected to expand reliable water access, increase reported water consumption, reduce reported sugary-beverage intake, improve knowledge of healthier choices, and increase use of healthy-food supports. Evaluation will track participants reached, water access points improved, bottles and food supports distributed, activity attendance, voucher redemption, and participant feedback.

Anticipated Project Budget				
Expense Category	Details	Amount	Description	Additional Information
Personnel	0.50 FTE project coordinator	\$23,500	Coordinates partners, sites, outreach, purchasing, participant supports, reporting, and deliverables.	12-month salary and fringe allocation
Personnel	Nutrition and health educator	\$14,000	Leads multilingual hydration education, sugary-drink reduction activities, cooking demonstrations, and healthy-choice coaching.	Session-based staffing and preparation time.
Water Access	Refill stations, dispensers, and testing	\$18,000	Improves reliable access to appealing drinking water at schools and community sites, prioritizing fluoridated tap water where available.	Includes equipment, installation, filters, testing, and minor maintenance.
Healthy Food Access	Produce vouchers and healthy-food incentives	\$20,500	Reduces cost barriers and increases access to fruits, vegetables, and other healthy foods through approved partner vendors.	Direct participant food access; distribution and redemption controls will be documented.
Education	Multilingual campaign and learning materials	\$6,000	Provides culturally responsive materials on water, sugary beverages, label reading, meal planning, and affordable healthy choices.	Includes translation, design, printing, and digital content.
Community Outreach	School and neighborhood engagement	\$8,000	Supports enrollment events, taste tests, cooking demonstrations, partner stipends, venue costs, and promotion.	Prioritizes underserved neighborhoods and trusted messengers.
Participant Support	Reusable bottles and participation supports	\$8,000	Provides reusable bottles and limited practical supports that help families participate and sustain healthier choices.	Need-based distribution; no unrestricted cash payments.
Transportation	Food distribution and delivery support	\$5,000	Covers mileage, vehicle rental, delivery, and transport support for food access activities.	Reimbursement based on documented project travel.
Evaluation	Data collection and outcomes evaluation	\$5,000	Tracks reach, water access, beverage choices, food-support use, participant feedback, and implementation quality.	Includes survey tools, data support, and final analysis.
Language Access	Interpretation services	\$3,000	Provides qualified interpretation during enrollment, education, demonstrations, and follow-up.	Scheduled according to participant language needs.
Administrative	Fiscal management and indirect costs	\$4,000	Supports grant accounting, procurement, compliance, reporting, and shared operating costs.	Approximately 3.5% of the total project budget.
Total		\$115,000		

Anticipated Project Support				
Expense Category	Amount	Request Source	Expected Decision Date	Additional Information
Grant Request	\$75,000	Arcora Foundation	Nov 15, 2026	Pending; primary request for the 12-month initiative.
Cash Match	\$15,000	Local Public Health Partner	Oct 15, 2026	Planned local match; replace with confirmed commitment details.
In-Kind Personnel	\$10,000	Community Health Partner	Oct 31, 2026	Educator, outreach, and care-coordination time valued at standard rates.
In-Kind Water Access	\$8,000	Municipal Water or Site Partner	Nov 15, 2026	Equipment, installation, testing, or maintenance support; valuation to be documented.
In-Kind Healthy Food	\$7,000	Food Bank, Grower, or Retail Partner	Nov 15, 2026	Donated produce, healthy foods, distribution, or redeemed discounts; valuation to be documented.
Total	\$115,000			

Field	What belongs here
Expense Category	Broad cost type, such as Personnel, Clinical Supplies, Transportation, or Evaluation.
Details	Specific item, service, staffing role, or activity being purchased.
Amount	Total projected cost for the individual budget line.
Description	How the expense supports project activities, participants, and intended outcomes.
Additional Information	Cost basis, assumptions, restrictions, matching funds, valuation method, or calculation notes.

Field	What belongs here
Expense Category	Type of anticipated support, such as Grant Funding, In-Kind Support, Sponsorship, or Matching Funds.
Amount	Estimated dollar value of the anticipated cash or in-kind support.
Request Source	Organization, funder, partner, or program from which support has been requested.
Expected Decision Date	Projected date when approval, award, or confirmation is expected.
Additional Information	Request status, restrictions, conditions, matching requirements, valuation method, or other relevant notes.

Project Timeline

Please list significant project milestones and projected dates of accomplishment in the table provided.

Milestone	Projected date	Comments
Project launch, site assessment, and partner agreements completed	Month 1	Assign the project coordinator; confirm schools, community sites, health partners, food partners, and water-system contacts; finalize fiscal, purchasing, data, and food safety procedures.
Water access, educator training, and campaign materials ready	Months 1–2	Assess fluoridated water availability where applicable; purchase and install refill equipment; train staff; prepare multilingual materials; enroll food and voucher partners.
Community outreach and participant enrollment begin	Months 2–3	Launch outreach through schools and trusted organizations; distribute reusable bottles; begin baseline surveys, demonstrations, taste tests, and healthy-food support enrollment.
Hydration, sugary-drink reduction, and food-access activities operating	Months 3–11	Deliver education, cooking demonstrations, produce distributions, vouchers, and refill access; provide interpretation, transportation, or delivery support as needed.
Midpoint performance review and improvement plan	Month 6	Review reach, water access, beverage-choice indicators, voucher redemption, food distribution, participant feedback, spending, and equity measures; adjust activities and partner workflows.
Final evaluation, sustainability plan, and grant report	Month 12	Analyze outcomes, reconcile the budget, document lessons learned, confirm continuation partners, plan equipment maintenance, and submit final program and financial reports.