

District Council Task Forces for Health and Equity Statement of Interest Form

Deadline Extended: Statements of Interest Forms due Friday, May 10, 2019
Send completed forms to: health@uli.org

ULI is offering grants of up to \$20,000, as well as technical assistance, to up to four U.S. District Councils to support the convening of Task Forces and other activities to explore land use and transportation barriers to healthy places, make a case for reform, and identify sustainable and equitable solutions and recommendations.

This project, led by the ULI Building Healthy Places Initiative with support from the Robert Wood Johnson Foundation, will engage and provide funding to up to **four** U.S. District Councils to identify policy and regulatory barriers to healthier and more equitable places and provide recommendations for local policy shifts and reforms. This is an opportunity for ULI members to leverage their leadership positions in communities to explore and document problematic policies and practices, and to push for actionable short- and long-term change.

Health is not just what happens at the doctor. Instead, health is significantly shaped by factors that include housing, transportation, education, and job opportunities—the social determinants of health. Low income people often have the least access to the ingredients of a healthy life.

Working over the course of a year and a half in collaboration with the ULI's BHP Initiative, District Councils will convene Task Forces which will spotlight local policies and practices that make health-promoting development difficult or increase the vulnerability of low-income people, build a case that reform is needed, and prepare specific recommendations for shifts in policy and practice.

Project Task Forces, led by two co-chairs, should be comprise of up to ten ULI members and local leaders committed to meeting regularly and working locally. Over the course of a year and a half, and in partnership with the BHP team, each project Task Force will identify key issues, work with community partners, foster local consensus, and develop a final synthesis report. Local action and outreach plans and strategies for implementation of recommendations will be developed.

Task Forces or District Council staff will be responsible for all local logistics. Building Healthy Places will provide writing and technical assistance support, convene a Technical Resource Group, and conduct supportive research. National implications of this work will be distilled in a widely shared report.

Funding and Logistics

This opportunity is available to U.S. District Councils only. District Councils may receive up to \$20,000 to support the costs of participating in this project. Grant funding may be used to support ULI staff time, member travel, meeting expenses, and other project costs. (In general, it cannot be used to compensate ULI members for their time.)

The Building Healthy Places Initiative will provide a Senior Director wholly dedicated to this project, along with additional staff assigned to each participating District Council. The Senior Director and staff will assist with or undertake writing and report production associated with this project, in collaboration with District Council Task Force members.

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Background

Despite a growing understanding of connections between the built environment (the shape and patterns of the places where we live, shop, and work) and health outcomes, today many places are still being built in ways that do not support holistic health and wellness for all people. Communities struggle to address the legacy and impact of past land use and transportation decisions that make access to affordable housing, healthy food, social services, physical activity, and other ingredients of a healthy life challenging. Local, regional, and national policies and regulations play a vital role in hindering or promoting the development of more healthy and equitable communities. Illustrative topics and examples are below; District Councils should identify topics that are most relevant to their city and community.

- Zoning regulations (limits on density, no allowances for accessory dwelling units, challenges with affordable housing)
- Parking regulations (excessive parking requirements)
- Transportation policies, practices, and priorities (lack of investment in transit or active transportation infrastructure, funding formulas, unclear policies for “new mobility” (bikeshare/scooters))

At the same time, however, many cities are implementing innovative policy solutions and practices aimed at promoting physical and mental health and creating more-inclusive, economically vibrant communities. We will tap this expertise and innovation through the assembly of a Technical Resource Group of on-call experts, as well as through BHP research on best practices and emerging policies. The leadership of local ULI members to promote and accelerate policy and practice changes to achieve healthier people and communities will be essential to this project. We hope that you will be involved!

Summary Timeline

May 10, 2019	<ul style="list-style-type: none"> • Statement of Interest Forms Due from District Councils
June 2019	<ul style="list-style-type: none"> • District Councils Selected and Notified (up to four) • Technical Resource Group Assembled
Summer 2019	<ul style="list-style-type: none"> • Task Forces Begin Convening • Research Agenda Formulated (BHP in partnership w/ District Councils)
Fall 2019	<ul style="list-style-type: none"> • Local Workshops/Roundtables – Round 1 • Sharing/Learning Session at ULI Fall Meeting
Winter 2019	<ul style="list-style-type: none"> • Draft Findings Reports / Issues Briefs by BHP • Expert Advising and Sharing Sessions
Spring 2020	<ul style="list-style-type: none"> • Local Workshops/Roundtables – Round 2 • Sharing/Learning Session at Spring Meeting
Summer 2020	<ul style="list-style-type: none"> • Final Findings Reports • Action and Outreach Planning • Local Launch Events and Working for Change Locally
Fall 2020	<ul style="list-style-type: none"> • National Synthesis Report Published • Transition to District Councils for Implementation (December)

Please direct questions, comments, and completed Statement of Interest forms to health@uli.org.

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Detailed Timeline

Date	Local Task Force Activities	BHP/HQ Ongoing Support	Joint Task Forces Activities	Key Output / Milestone	
2019	May 10 (revised)	~Statements of Interest Due			
	June		~Selected District Councils notified ~First transfer of grant dollars ~Assembly of Technical Resource Group		
	July	~Project orientation with BHP ~Review issues and refine focus			
	August	~Meet with local partner and allied groups	~Task Forces and BHP formulate research priorities for BHP		
	September	~Plan Outreach Strategy ~Plan Local Workshops, Roundtables, and other outreach			
	October	~Local Workshops/Roundtables – Round 1 – Identify/confirm/refine problems and solutions ~Additional outreach and input	~BHP staff attends; preps summary of workshop	~Learning/Sharing Session 1 at Fall Meeting in Washington, DC with Technical Resource Group	~Local Workshops/Roundtables Round 1 ~Workshop Summaries ~Learning/Sharing Session 1
	November	~Refine barriers and recommendations based on input ~Begin Draft Findings Report	~BHP shares Issue Briefs on priority topics/best practices ~BHP drafts Draft Findings Reports, Task Forces review		~Issue Briefs ~Start of Draft Findings Reports
	December	~Review Draft Findings Report ~Narrative and budget reports Set #1 due		~Learning/Sharing Session 2 at Mid-Winter gathering with Technical Resource Group	~Learning/Sharing Session 2
2020	January				

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Date	Local Task Force Activities	BHP/HQ Ongoing Support	Joint Task Forces Activities	Key Output / Milestone
February	~Finalize Draft Findings Report ~Plan Local Workshops/Roundtable and Outreach Round 2			~Draft Findings Reports
March	<u>~Local Workshops/Roundtable Round 2</u> ~Review Draft Findings Reports and seek input ~Additional outreach and input	~BHP staff attends; preps summary of workshop		~Local Workshops/Roundtables Round 2
April	~Refine/revise Draft Findings Report based on input ~Develop Action and Outreach Plans	~BHP assists with refining Findings Reports ~Second transfer of local grant dollars		~Action and Outreach Plans
May	~Final Findings Reports		~Learning/Sharing Session 3 at ULI Spring Meeting on Action and Outreach	~Final Findings Reports ~Learning/Sharing Session 3
June	~Local launch events for Final Findings Reports	~Ongoing support		~Launch events
July	~Share findings with local leaders, members, other organizations ~Push for awareness and policy change in accordance with Action and Outreach Plans			
August				
September				
October				
November		~National Synthesis Report		~National Synthesis Report
December	~Transition to District Councils for implementation ~Narrative and budget reports Set #2 due			

Task Force convenings can be in person or by phone.

Task Forces or District Council staff will be responsible for local logistics – including meeting invitations, locations, transportation food and av, etc. BHP will advise on agenda, external speakers, etc.

Final schedule and specific activities (including names of reports) are flexible.

Final narrative and budget reports are due June 2021.

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STATEMENT OF INTEREST FORM

District Council:

District Council Staff Lead (Name):

Likely Task Force Focus/Desired Outcome:

Proposed Project Scale (i.e.: Region, City, Neighborhood, Block, and/or Building):

District Council Member Chair and Vice Chair:

	Chair	Vice-Chair
Name		
Organization		
Title		
Email		
Phone Number		

We commit to ensuring continued member engagement and support for this project.

We commit to follow through with project recommendations/outcomes and push for change locally.

1. Describe your District Council and the health and social equity challenges in your region. What specific land use and transportation policy and practice issues do you see as exacerbating health and social equity challenges?
2. What land use and transportation barriers to healthier places do you anticipate addressing with this project?
(Although priorities can shift over time, we recommend identifying focus areas at the start. All topics should be have a health and social equity focus. See above for examples.)
3. Describe your desired outcomes from this project. What would District Council members like to see changed and in what way, given what you know now?

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4. Describe your District Council’s past work on topics related to Building Healthy Places. What programming have you undertaken in the intersecting realms of health, social equity, land use, and transportation?

5. Describe your District Council’s past work on similar *kinds* of efforts (whether related to land use, transportation, and health, or not). How has the District Council worked to move the needle on issues that are important to members in your region?

6. Describe your proposed Task Force for this project. You can create a new Task Force or utilize a pre-existing committee to fill this role.
(Please fill out/modify the table below. We recommend 8-10 members, including one Chair and one Vice-Chair, along with the representatives of the disciplines listed below.)

Name	Title	Role/Discipline (Indicative)
		Chair
		Private Sector Development
		Public Sector
		Transportation/Transit Planning
		Urban Design/Architecture
		Community Planner/Organizing
		Research/Data/Academic
		Public Health
		City Leadership
		Partner Organizations
		Social Equity/Racial Justice
		Etc.

Add/modify table as needed.

7. The Task Force members or District Council staff will be responsible for local logistics – including meeting invitations, locations, transportation food and AV, etc. BHP will advise on agenda, external speakers, etc. Do you feel confident that the Task Force will be able to sustain its commitment to the project over time?

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8. Describe your partnership strategy. What partners and allied organizations do you anticipate collaborating with for this project? How will you engage them?
(Partners should be determined by the likely issues to be addressed in this project. Possible partner include bike and walking advocacy groups, social or racial justice groups, design groups, affordable housing advocates, etc.)

Partner Group	Description	Role/Responsibility/Focus

Add/modify table as needed.

9. Use the table below to outline your proposed project budget. Describe how you would allocate up to \$20,000 in grant funding. Identify additional funding sources or in-kind resources you anticipate leveraging to augment this effort (additional funding is helpful but required).

Project Budget	Grant funding	In-kind/Other	Total
Direct costs			
Meeting expenses			
Facility			
Food			
Transportation			
Contracted services/consultant			
Describe			
Travel			
Staff travel			
Non-staff travel			
Other			
Describe			
Labor costs			
Staff person name			
# of days: XYZ			
Staff person name			
# of days: XYZ			
Total	\$20,000		

Note: BHP will pay for travel for ULI national staff; travel for outside experts to Local Workshops etc. should be covered by District Council grant resources. District Council grant resources can be

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used to support the travel of key Task Force members to program gatherings, but should not be used to pay for member's time.

9. This project will require three sets of narrative and financial reports, on key activities and uses of grant funds. Reports will be due in December 2019, December 2020, and June 2020.

The template for the budget reports is above.

For the narrative reports, you will need to track outputs and key outcomes from this project, supplying activity metrics as well as reporting on overall progress. A sample template for activity metrics is below (we will provide both narrative and budget templates in Excel and will also design/provide participant feedback mechanisms).

Key Activity	#s/Info
	(Example)
Activity Name	Local stakeholder workshop #1
Activity Description	Kick off workshop to explore issues and recommendations
Location	Town Hall
Purpose	Receive local stakeholder input
Date	June 24, 2019
Speakers	John Smith, Sarah Brown
Key participants	Developers, transportation officials
# of Members Engaged	30
# of Non-Members Engaged	20
# of volunteer/member hours (estimated)	40
Other organizations involved and in what way	LISC
Link to agenda/background info	To come
Lessons Learned/Participant feedback	Need more time for roundtable discussions
Feedback mechanism	Post-event survey
Press and media coverage of project	
Notes	

Do you anticipate any challenges to preparing these reports? If you are selected to participate in this project, do you commit to preparing and submitting budget and narrative reports?

10. Outline elements of an Action and Outreach Plan. How would you anticipate sharing this work and ensuring action on implementation?

11. Is there anything else we should know? Thank you for applying!