

Springboard MicroGrant 2025 FAQ document

Who is eligible to apply?

This opportunity is open to individuals with **lived experience** or **frontline public health experience**, including those who have navigated systems firsthand or worked directly with communities impacted by the issue. You do not need to be affiliated with a formal organization.

We define *lived experience* broadly—it may include experience with housing instability, incarceration, substance use, sex work, disability, immigration, chronic illness, or other structural barriers to health. *Frontline experience* includes those who've worked in outreach, harm reduction, peer navigation, crisis response, or other community-based roles.

What kind of projects are eligible?

We support early-stage or pilot projects that:

- Address a local public health need in the San Francisco Bay Area (MicroGrants only)
- Are new or early ideas that can be tested within 6 months
- Projects that align with Springboard HealthLab's mission to advance health equity, innovation, and community-driven solutions

Funding areas of focus:

We support projects that focus on:

- **Health**
Projects that aim to improve the health and well-being of individuals and communities. This includes efforts related to health education and promotion, sexual health, and overall wellness.
- **Health Equity**
Initiatives that strive to ensure everyone has a fair and just opportunity to achieve their best health. This includes improving access to health resources and removing barriers to care.

Requirements

Projects must take place in the San Francisco Bay Area. All grant recipients are expected to attend a bi-weekly meeting to report on progress made up to that point.

MicroGrant applicants must be available for bi-weekly meetings and commit to dedicating a minimum of 5 hours per week to the project during the planning and incubation period.

How much funding is available?

Selected MicroGrant recipients will receive **up to \$5,000** to support their project. We encourage applicants to request only what they need—smaller-scale ideas are welcome too!

What if I need help with my application?

We understand that applying for a grant can be a new experience, and we're here to support you in the application process.

- **One-on-One Support:** Each applicant is eligible for a 30-minute Zoom call with a member of the Springboard HealthLab team. During this session, we can discuss your project idea, answer questions about the application process, and provide guidance to help you submit a strong application.
- **Video Submissions Welcome:** If expressing your ideas verbally feels more comfortable, you have the option to submit a short video explaining your project to support your application.

To schedule your support call or inquire about submitting a video, please contact Katie Faulkner at katie@springboardhealthlab.org.

What can the funding be used for?

You may use the funds for:

- Stipends for you or community partners
- Materials or supplies
- Event/ event space costs
- Catering costs
- Communications or outreach costs
- Anything necessary to move your idea forward (excluding large equipment or rent)

An example of a budget table is included below.

Can I apply as a team?

Yes! You may apply as an individual or a team. Please name the collaborators and their roles in the application. We encourage team applications.

Do I need a fiscal sponsor?

Collaboration between applicants and community-based organizations is permitted but not required. Springboard HealthLab can act as your fiscal sponsor.

What are the key dates?

- Applications open: June 30, 2025
- Applications close: July 31, 2025 at 11.59 pm PT

- Winners announced: August 18-21, 2025
- Project planning start: By September 1, 2025
- Project launch: By November 1, 2025
- Project wrap-up due: By March 31st, 2025

How will projects be selected?

Applications will be reviewed for:

Applications will be evaluated based on the following criteria:

- **Clarity of Idea**
Is the project idea clearly explained and easy to understand?
- **Feasibility Within 6 Months**
Can the project be realistically completed within six months with the available resources?
- **Connection to Lived or Frontline Experience**
Does the applicant have personal or professional experience that informs their approach to the project?
- **Addressing a Real Public Health Need**
Does the project tackle a genuine public health issue in the community?
- **Alignment with Springboard's Values**
Does the project reflect Springboard HealthLab's commitment to equity, innovation, and community-driven solutions?
- **Potential for Long-Term Impact**
Does the project have the potential to serve as a foundation for future initiatives or programs?
- **Budget Alignment**
Is the proposed budget reasonable and aligned with the project's goals?

Will I need to report anything?

Yes, we ask for:

- A short final summary of what you did, learned, who you reached, and what's next (within 15 days of project completion)
- This will include an itemized expense report, photo, and media highlights (if applicable), evaluation feedback from participants if feasible/ appropriate, and any relevant information.
- A final interview with the Springboard Team will take place to gather feedback about your MicroGrant experience.

We'll offer support throughout the process, including regular check-ins during the pre-launch planning and implementation period, as well as optional office hours.

Example budget table:

| Springboard HealthLab MicroGrant: Budget | | | | | |
|---------------------------------------------|--|--|--|----------------|--|
| Project Name: | | | | | |
| Project Timeline: | | | | | |
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| | | | | PROJECT BUDGET | |
| Direct Personnel Expenses | | | | | |
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| <i>Sub-Total Personnel</i> | | | | | |
| | | | | | |
| Other Direct Expenses | | | | | |
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| | | | | | |
| | | | | | |
| <i>Other Direct Expenses</i> | | | | | |
| | | | | | |
| <i>Fiscal Oversight (Not to exceed 10%)</i> | | | | | |
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| TOTAL PROJECT BUDGET | | | | | |