Request for Applications – Letter of Intent

Virginia Healthy Start Initiative: Eliminating Disparities in Perinatal Health

**This RFA and all associated application materials can be found at this website:** [**http://www.vdh.virginia.gov/family-home-visiting/**](http://www.vdh.virginia.gov/family-home-visiting/)

**Announcement**

The Virginia Department of Health is soliciting Letters of Intent from organizations that plan to respond to the Request for Applications (RFA) for the Virginia Healthy Start Initiative: Eliminating Disparities in Perinatal Health.

The Letter of Intent must include the following components:

1. Clear contact information (including email address) for your organization and the primary person with whom we should communicate regarding this opportunity.
2. Description of the community/communities you intend to serve and why;
3. Description of the organization’s infrastructure and capacity that will support the services;
4. Description of how your organization can meet the service expectations after reading the requirements laid out in the RFA; and
5. Description of the partnerships your organization has with other organizations in the identified communities that are also serving the maternal and child population, and how they will be reciprocally utilized to support and maximize this Healthy Start initiative.

Make sure to review the eligibility criteria on page 4 in the RFA to make sure your organization is eligible to apply, and review the recommended materials listed in the RFA to prepare the Letter of Intent. The Letter of Intent may not be longer than two pages. In order to submit an application, your organization MUST first submit a Letter of Intent. Applications will not be accepted from organizations from whom a Letter of Intent was not received.

**Deadline for Letter of Intent submission:** Thursday, April 19, 2018

Please note that Letters of Intent received after 5:00 PM on the submission deadline will not be considered.

**Letters of Intent should be delivered or submitted via mail or e-mail to the address listed below. Submitters will be given a confirmation of receipt within 24 hours.**

Jessica Fallen

Virginia Department of Health

Division of Child and Family Health – 9th Floor

109 Governor Street

Richmond, VA 23219

Email: VDH\_HomeVisiting@vdh.virginia.gov

Phone: (804) 864-7788