



American Academy of Family Physicians Foundation

REQUIREMENTS AND GUIDELINES

The Family Medicine Cares (FMC) USA program is a reimbursement grant for the purchase of durable medical equipment and instruments for the diagnosis and treatment of primary care patients. New Clinics may receive up to \$25,000 and existing clinics may receive up to \$10,000. Priority is given to new clinic applications, but when funds are available, existing clinic applications will be considered for funding.

Please note: This award is intended to provide support to one clinic location only. Therefore, if your organization is an existing clinic and has multiple clinic sites, the application should reflect how funds will be used at one specific clinic in need within your organization.

ELIGIBILITY REQUIREMENTS

All Clinics:

- Must provide services at no cost to uninsured and medically underserved patients. Clinics that explicitly solicit patient fees or request patient donations do not qualify for this grant.
- Must have an AAFP member family physician who maintains ongoing involvement with patient care at the clinic. (i.e., Clinic volunteer, medical director, or board president).
- Must exhibit a focus in primary care.
- Must serve adults and be open to all members of the community.
- Must use active/retired family physicians, residents, or medical students as volunteers in addition to paid staff.
- Cannot have received an FMC USA award **within the last five years**.

New Clinics Only:

- Are not an expansion/relocation of an existing clinic.
- Have opened or will open within 6 months of the application deadline (July 15).
- Have communicated with the National Association of Free and Charitable Clinics (NAFC) about their interest in applying for a “new” AAFP Foundation FMC USA free clinic grant.
- The new clinic has received or is in the process of receiving NAFC’s Seal of Excellence. For more information on how to receive this certification, contact www.nafcclinics.org; ariana@nafcclinics.org or melanie@nafcclinics.org.

While all applications will be reviewed, existing clinics in areas with a high (6.0 and above) Area Deprivation Index (ADI) score will be given priority. **NOTE:** To obtain your ADI score, visit (<https://www.neighborhoodatlas.medicine.wisc.edu/mapping>) and select your state and “search” the address of your clinic or zip codes where most of your patients come from.

GRANT GUIDELINES

- **Award Amount:** FMC USA Awards are available to new clinics up to \$25,000 and existing clinics up to \$10,000 and are based upon approved needs, number of applicants, and funds available. The funds provided are to be used for the purchase of durable medical equipment and instruments for the diagnosis and treatment of primary care patients. A small percentage of the award may be used for non-durable items (see below).
- **Online Application Submission:** The Deadline is July 15 by 11:59 pm Central Time.
- **Applications must provide descriptions where requested:** Applications directing the reviewers to “see attachments,” rather than a written response, will not be accepted as a complete application.
- **Allowable Items:** The grant is intended to be used to purchase durable, sustainable equipment and instruments necessary for diagnosis and treatment related to primary care. Some items for specialty care will be considered if the item will be used by primary care physicians. Non-durable items are allowable and considered disposable supplies (i.e., vaccines, gloves, speculums, diabetic test strips, lancets, disposable probe covers, tab electrodes, cotton swabs). Management subscriptions for EMRs are considered non-durable purchases. New clinics may budget up to \$1500 for non-durable items, and existing clinics may ask for up to \$750 in non-durable items.
- **Non-allowable Items:** The AAFP Foundation does not provide grant funds for indirect or overhead costs (e.g., rent, phone, utility bills, salaries, etc.), office supplies, waiting room furniture, or equipment for the care and diagnosis of specialty care patients (e.g., dental, vision, etc.).
- **Applicant Notifications:** Awards are announced by September 30.
- **Distribution of Funds:** For the initial distribution of funds, the following documents are to be returned within 30 days of the award notice:
 - Completed **990 Information Form**
 - Signed and dated **Application Agreement**
 - Completed **Media Outreach Request Form**

Please note: **This is a reimbursement grant.** Only the ‘actual’ cost of the items requested will be reimbursed. Initially, 80% of the FMC USA award is distributed. The remaining amount of the award (up to 20%) will be distributed upon receipt of a completed reconciliation form. Documentation of all expenditures must be provided within 6 months (180 days) of receiving the award notice unless an extension is approved by the Foundation.

- **Progress Report/Documentation Requirements:** For up to three years following distribution of the award, grant recipients will be expected to complete and return a brief survey on a yearly basis documenting the number of Family Medicine volunteers and other general information about the clinic and patients served. This input will help AAFP Foundation donors better understand the impact of their support.
- **Media/Communication:** Additional information will be provided with the award notification. Grants recipients must agree to acknowledge the support of the AAFP Foundation in any promotional materials or media coverage whenever clinic activities funded in whole or in part by this award are made public. It is also requested that awarded clinics share any clinic-related event photos and media coverage with the AAFP Foundation.

Questions?

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AAFP Foundation

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We strive to create a sense of belonging through an inclusive environment that embraces the family medicine community by recognizing individual uniqueness and contribution to family medicine.

We encourage all new and free clinics to apply that are committed to providing primary health care in culturally diverse communities with unmet Social Determinants of Health.