



Pu'ulu Lapa'au

Hawai'i Program for Healthcare Professionals

Healthcare Provider Wellness Program Request for Proposals (RFP)

Pu'ulu Lapa'au Mini-Grant Program for Healthcare Professional Wellness

Pu'ulu Lapa'au: Hawai'i Program for Healthcare Professionals, in partnership with the John A. Burns School of Medicine Area Health Education Center (AHEC), invites proposals for mini-grants supporting programs that promote the health and wellbeing of healthcare professionals across Hawai'i. This initiative is funded through the Centers for Medicare & Medicaid Services (CMS) Rural Health Transformation Program.

1. Program Purpose

The Pu'ulu Lapa'au Wellness Program mini-grants fund new or expanded initiatives that improve healthcare workforce wellbeing in Hawai'i. Programs should implement evidence-based and accessible wellness strategies addressing stress reduction, burnout prevention, and overall professional wellbeing.

2. Funding Opportunity

- Mini-grants of up to \$15,000 will be awarded.
- Programs are part of a five-year initiative.
- Recipients may reapply annually.
- New applicants will also be considered each year.

3. Year 1 Funding Period

Funding Period: June 15 – October 31, 2026 (abbreviated first cycle)

Maximum Award: \$15,000

4. Eligibility

Eligible applicants include:

- Healthcare organizations
- Healthcare facilities
- Professional associations

- Nonprofit organizations
- Educational institutions
- Other entities serving healthcare professionals in Hawai'i

Collaborative proposals involving multiple organizations are encouraged. Programs must serve healthcare professionals practicing in Hawai'i.

5. Program Priorities

- Stress reduction initiatives
- Burnout prevention programs
- Overall healthcare professional wellbeing
- Evidence-based wellness approaches
- Programs accessible to providers across Hawai'i, especially rural and neighbor island communities

6. Examples of Eligible Activities

- Wellness workshops or structured wellbeing programs
- Peer support initiatives
- Resilience or stress-management training
- Mindfulness or mental health programming
- Workplace culture or systems-level wellbeing initiatives
- Physical health programs or events

7. Proposal Format and Page Limits

Applicants should submit proposals using the application form found at hawaiiphp.org, including the following information:

- Program Description
- Expected Outcomes and Evaluation
- Accessibility and Reach
- Organizational Capacity
- Budget and Budget Narrative

8. Allowable Expenses

- Personnel directly supporting program delivery
- Facilitation or training costs
- Program materials and supplies
- Technology platforms used for program delivery
- Evaluation and participant feedback collection

9. Non-Allowable Expenses

- Capital construction or facility renovation
- Major equipment purchases

- Expenses unrelated to the proposed program
- Activities occurring outside the funding period

10. Indirect Cost Policy

Indirect costs may be included in the proposed budget to support administrative or operational expenses associated with implementing the funded program. Applicants may request indirect costs of up to 5% of the total direct project costs. Indirect costs should be clearly identified in the budget and described in the budget narrative.

If the applicant organization has a federally negotiated indirect cost rate, documentation of that rate may be submitted. However, Pu‘ulu Lapa‘au reserves the right to cap indirect costs at 5% for this mini-grant program.

Examples of allowable indirect costs may include administrative support, financial management, office space, utilities, and general organizational overhead necessary to administer the program.

Indirect costs should not duplicate expenses already included as direct program costs in the proposed budget.

11. Equity and Rural Access

Applicants are encouraged to design programs that are accessible to healthcare professionals across Hawai‘i, especially those practicing in rural and neighbor island communities. Proposals should consider geographic accessibility, scheduling flexibility, and culturally responsive approaches where appropriate.

12. Reporting Requirements

Awardees will submit quarterly updates including:

- Number of wellness sessions conducted
- Number of healthcare professionals served
- Participant feedback survey results
- Brief narrative summary of activities and outcomes

13. Proposal Evaluation Criteria

Proposals will be evaluated using the following rubric (100 points total):

Criteria	Description	Points
Program Impact	Potential to improve healthcare professional wellbeing.	30
Evidence Base	Use of evidence-based or well-supported approaches.	20

Accessibility and Reach	Ability to serve providers across Hawai'i.	20
Organizational Capacity	Experience implementing similar programs.	15
Budget and Cost Effectiveness	Clear and reasonable use of funds.	15

14. Proposal Timeline

- RFP Release – May 1, 2026
- Proposal Deadline – June 1, 2026
- Award Notification – June 15, 2026
- Funding Period – June 15 to October 31, 2026

15. Contact Information

Pu'ulu Lapa'au: Hawai'i Program for Healthcare Professionals: operations@hawaiiphp.org

Application available at hawaiiphp.org under Wellness/Wellness grants.