

Chronic Disease Risk Reduction Program Planning Applicant Additional Resources

Data Sources

Consult these existing data sources to further inform yourself and other stakeholders about your community’s health. Pay specific attention to the burden of chronic disease and to tobacco use, nutrition, physical inactivity and obesity, which are major contributing risk factors for chronic diseases. Contact the Bureau of Health Promotion’s Community Health Promotion Epidemiologist if you need assistance in accessing or interpreting these sources.

Resource	Description
Kansas Behavioral Risk Factor Surveillance System (BRFSS) State-Level Data Local-Level Reports	This data source provides prevalence for chronic diseases and their associated risk factors in the overall population and in target population subgroups. Data are available at the state, public health preparedness region, and county level. Up-to-date county-level data can also be provided by the program’s epidemiologist upon request.
Kansas Information for Communities (KIC)	This website provides access to information about population demographics and vital statistics (births and deaths) and can be queried to provide information at the state, county and regional level.
U.S. Census Bureau Quick Facts – Kansas	This link is available through KIC and provides access to county-level information about population demographics, housing and poverty. This page compares county estimates to Kansas and U.S. estimates.
US Census Bureau	This website provides access to information about population demographics and other characteristics.
CDC PLACES	This site provides model-based population-level analysis and community estimates to all counties, places (incorporated and census designated places), census tracts and ZIP Code Tabulation Areas (ZCTAs) across the United States.
Kansas Health Matters	This website provides community level information on selected indicators from a variety of sources, including some selected information from the Kansas Behavioral Risk Factor Surveillance System, the KDHE Office of Vital Statistics and the U.S. Census Bureau.

Community Health Assessments and Planning

If you have a non-profit hospital in your county, contact them about their required community health needs assessment (CHNA) process that happens every three years. Review this, and any other Community Health Assessment (CHA) that your community has undertaken recently. Also review any Community Health Improvement Plans (CHIP) that resulted from these activities.

If your community has a CHNA/CHA/CHIP, but the documents do not address tobacco use, physical inactivity or nutrition, you could inquire about how you can get involved in the improvement plan process to have these topics considered as health challenges and community priorities. Share information from existing data sources about leading causes of death and the prevalence of chronic disease and their risk factors with community partners engaged in community assessment and improvement plans.

[More about CHNA and advocating for tobacco.](#)

Community Relationship Building

Coalitions provide structure for individuals and organizations to work on a common goal and facilitate advocacy and positive community change. Research if there are existing coalitions in your county related to addressing chronic disease. Meet with their leadership to learn about their priorities and any strategic planning they have already engaged in.

Application Tips

1. **Read the instructions for each question carefully.** Address the requested details in your response. Tailor your entire application to the central objectives of Chronic Disease Risk Reduction (CDRR) and incorporate the emphases described in the Request for Proposal (RFP).
2. **Double check numbers and cross-check documents.** The salary worksheet total should match budget line items. If you refer to a staff person or contractor in your salary worksheet/budget, their role should be explained and justified.
3. **Justify the budget.** Avoid overestimating expenses or vague line items. For this year, line items should relate to staff time, coalition building/training and strategic planning facilitation.
4. **Ask for fresh eyes and candid feedback.** Do not rely on spell check. Ask someone who knows your community to proofread your entire application.
5. **Submit the application on-time and include all supplemental materials.** If you do not include all the requested, completed documents, your application is incomplete and will not be considered.