



READING HEALTH SYSTEM FOUNDATION

Advancing Health. Transforming Lives.

Grant Cycle III - 2017

MISSION

The mission of the Reading Health System Foundation (RHSF) is to support innovation, education, research and overall improvement of healthcare services in support of Reading Health System (RHS) and the community.

PURPOSE

The purpose of RHSF grants is to fund innovation, education and research that will support the Foundation's mission. Grant funds are designed to transform care for the future healthcare needs of our community. Grant recipients will exhibit a high level of creative and pragmatic thinking supporting advancement in patient care for the 21st century.

TYPES OF GRANTS AWARDED

Innovation Grants: Innovation is based on curiosity, risk-taking and experimentation. Innovation grants will support the development of new ideas that enhance or transform the delivery of high quality healthcare services.

Education Grants: Will support medical professional training, physician excellence, and new patient care strategies.

Research Grants: Will support projects or programs that have the potential to enhance the delivery of high quality healthcare services, including research in the areas of patient treatment, disease understanding, patient support, population health, product delivery and systems management.

GRANT APPLICATION GUIDELINES

Grant applicants are required to submit a Letter of Intent before submitting an application to ensure their proposed program or project is within RHSF's mission. Please note that applicants will not be considered without submitting a Letter of Intent.

The Foundation has formed a **Physician Advisory Group (PAG)** to serve as an intermediary between Foundation leadership and clinical experts, in order to enhance the recognition and development of unique opportunities to dramatically enhance clinical practice, patient care, and/or community health.

PAG will serve as an initial screening group for innovative proposals. Its functions will include:

- a. Identify those ideas with potential for maximal impact
- b. Identify resource needs to fully develop submission
- c. Work with clinical and administrative leadership to identify facilitators, who will assist the innovator in order to optimally develop the proposal for maximum impact.

If you would like assistance from **PAG** or have any other questions regarding the grant process, contact Kate Thornton, President, Reading Health System Foundation, at 484-628-2243 prior to submitting a Letter of Intent.

Letter of Intent Guidelines:

The Foundation welcomes Letters of Intent that succinctly describe promising projects, program and educational ideas and opportunities. Applicants will not be considered for grant awards without submitting a Letter of Intent. Following a review by the RHSF's Grants & Awards Committee, candidates who submit a Letter of Intent will be notified of the disposition of their inquiry within five weeks. Please review criteria and deadlines below for completing a Letter of Intent.

Information to Include in the Letter of Intent:

- Full name of individual or group applying for the grant
- Name, address, phone number and email address of person submitting the Letter of Intent
- Description of project, program or educational request
- Projected grant request ("approximate")
- Description of how the program, project or educational request will be evaluated
- Description of how the program, project or educational request will incorporate one of the Foundation's objectives of innovation, education and research

The Letter of Intent should be emailed as an attached Word document to:
RHSFoundation@readinghealth.org

Grant Guidelines:

The RHSF considers grants that support well-planned programs, projects or educational opportunities that address the Foundation's mission to support innovation, education and research.

- Eligible professionals may be affiliated with RHS, including physicians, nurses, allied health professionals, and clinical managers. Applicants who are not employees of RHS or physicians will be considered if sponsored through an existing relationship with the RHS.
- Grants are not intended to fund on-going programs, projects or education.
- Requesting individuals or groups must provide measurable indicators of how the grant will address innovation, education or research.
- RHSF will not make grants to support:
 - ✓ Political activity or lobbying
 - ✓ Fundraising events, advertisements or sponsorships
 - ✓ Endowments
 - ✓ Funds for social or fraternal organizations
 - ✓ Any activities that would jeopardize the Foundation's charitable status
 - ✓ On-going hospital operations

Grant Timeline:

Grant applications may be submitted at any time but RHSF grants are awarded in June and December of each year.

Proposals may be held over until the next grant period if deemed incomplete and/or not otherwise suitable for final consideration by the Foundation Board.

Grant Application Checklist:

Grant Application

- Cover Sheet
- Introduction/Abstract
- Narrative - Background and Significance
- Description of the project, program or educational request

- Budget
- Curriculum Vitae of Applicant(s)
- Grant Request Description (three to four pages, including the following):
 - Reason for requesting support (establish need with data)
 - Value RHS and/or the community will receive from awarding the grant
 - Measurable outcomes expected
 - How the project, program or educational request will be evaluated
 - Timeline
- List any collaborative efforts
- Final paragraph containing succinct summary of the request

2017 Timeline Grant Cycle II:

Announce Grant Cycle III	March 1
Letters of Intent Due Date	April 10
Notification from RHSF Letter of Intent (Approval/Denial)	April 19
Final Grant Applications Due Date	May 22
Grant Announcement	June 12