

Coverys Community Healthcare Foundation

Grant Guidelines

The following is provided for general information purposes to organizations who may be considering requesting grant funds from Coverys Community Healthcare Foundation (“CCHF” or the “Foundation”). Additional requirements and conditions are contained in CCHF application materials.

CCHF accepts and considers requests for grant funding from organizations pursuing innovative projects which advance one or more of the following:

- Programs and initiatives to improve patient care and patient safety;
- Programs and initiatives that promote healthy lifestyles; and
- Support of Individuals and organizations who provide health care services.

Please note, the Foundation has a strong preference to fund innovative projects that support healthcare in the communities served by Coverys policyholders. This preference extends to projects that show evidence of meeting or delivering one or more of the following:

- A new health need;
- An improvement in the quality of health care; and/or
- Reduced health costs with better patient outcomes.

Generally, grant applicants should expect to provide the following in their application materials:

- A clear start and end date for the proposed project
- A narrative description of the issue to be addressed including baseline data that supports the need for the proposed project
- A statement on the measurement of success, identification of measurable outcomes and a plan to evaluate measurable outcomes
- A detailed budget, which accounts for funds to be contributed by the grant applicant and any third-parties
- A specific explanation as to how Foundation funds will be used, if the proposal is accepted

CCHF may also consider the following items in its decision to award funds to a grant applicant:

- Whether the proposed project may be adaptable for use by other entities and whether the applicant is willing to share project information and outcomes with others
- In instances where the requested funding is for an existing project, whether the funds sought would advance the project to another level or assist in implementing the project in another facility or community
- Whether the proposal contains baseline metrics supporting need, outcomes, patient care and safety, increased service or access to care underpinning the request
- Whether the applicant is providing substantial budget support in the areas of salaries and equipment/technology either from the applying organization, in-kind support or community collaboration.

Grants will typically not be awarded:

- If the organization cannot provide a clear explanation of desired outcomes or measurement of such outcomes relative to historical data, including facts or details about how the proposed project will deliver a high-impact, sustainable benefit and attract continued financial support
- For grants where a substantial portion of the funding will be used for construction, renovation, equipment or technology for use in routine operations.
 - Equipment and technology may be included in grant funding if they do not make up more than 15% of the funds requested and are not for routine operations.
 - Salary requests may not be awarded for current staff positions, may be capped at no more than 30% of CCHF funding, and should include a plan for sustainability of the requested salary.
- For budget items that include administrative or processing fee for overseeing the project, for general overhead, or for undisclosed salaries of current, temporary or future personnel
- For endowment or capital costs, routine operational expenses or existing financial deficits
- To organizations that in turn make grants to others
- For grant funding to international organizations or to US-based organizations for initiatives that support efforts outside the U.S. However, CCHF acknowledges the continued opportunity to provide support to those organizations that have received previous CCHF grant funding for global efforts.
- For grants or scholarships to individuals
- For direct delivery of reimbursable health care services

Other information:

Applications are accepted on a rolling basis. For grants seeking funding in excess of \$50,000, the Foundation follows a grant review cycle that considers this level of grant funding four times per year. Please contact foundation@coverys.com or 614.255.4838 for specific deadline dates for each cycle.

The Foundation will not consider an application from an organization more frequently than once every twelve months. If an organization has submitted a grant request, the time period will begin to run twelve months from the date the last grant payment was made or from the date of the most recent declination, as appropriate.

The Foundation will not consider an application from an organization that has received a multi-year grant from the Foundation until twelve months after all payments of that grant have been made.

With respect to initiatives involving substance abuse disorders, CCHF has limited grant funding to those projects that focus on supporting physician/provider education.

Requests for incident/event reporting software will only be considered for Coverys policyholders with available funding limited to a maximum of 50% of the cost of the software replacement or upgrade, excluding any associated training or related expenses.

Funds may be requested in any amount.

Grant applications for a continuing project must include a commitment from the applicant or a third-party that the project will continue to receive all the necessary financial support after the grant funds from the Foundation are expended.

For multi-year projects, funding is typically provided based upon an identified amount for each twelve month period of the project subject to acceptance of all required reporting.

Grant applications for a proposed project that has multiple phases, where funding is only being sought for one phase of the project rather than to completion, must include a commitment from the applicant or a third-party that the project will continue to receive all the necessary financial support after the grant funds from the Foundation are expended.

Grantee must provide documented narrative and financial reporting approximately every six months during the applicable grant period.

All grant awards are made on the condition that the entirety of funds advanced shall be used in direct furtherance of the proposed project and that no portion thereof shall be appropriated by the Grantee for any other reason including but not limited to an administrative or processing fee for overseeing the project, for general overhead, or for undisclosed salaries of current, temporary or future personnel.

All applicants will be notified in writing of the action taken on a grant request. The Foundation cannot respond favorably to all requests; please do not interpret the decision to decline a request as a negative evaluation of a project or organization. Please note, it is not feasible for staff to discuss with applicants the reason(s) that the committee may have for declining a request, nor should you expect staff to provide a critique of proposals either before or after action is taken.

Questions should be directed to foundation@coverys.com or 614.255.4838.