

**Coverys Community Healthcare Foundation, Inc. (CCHF)  
2025 Special Focus RFP Grant Guidelines**

CCHF is committed to providing resources to **US-based healthcare organizations** that attempt to advance the practice of medicine and enhance the healthcare experience by creating and testing new processes and procedures or developing strategies focused on improving patient outcomes and mitigating inequities in the access to, and receipt of, quality healthcare.

The following is general information regarding the 2025 Special Focus Request for Proposal (RFP) Grant Program from CCHF. Additional requirements and conditions are contained in CCHF's application materials.

This year's **focus area** is:

- Improving diagnostic accuracy and/or improving patient outcomes in physician/office-based healthcare settings, emergency departments, or inpatient healthcare settings.

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 CCHF funds will be used if the proposal is accepted.

CCHF will strongly 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 similar 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 improving the existing project.
- Whether the proposed project contains baseline metrics supporting need, outcomes, patient care and safety, increased service, or access to care underpinning the request.
- Whether the applicant is requesting substantial budget support for employee salaries and other compensation. Preference will be given to applications where salaries for future personnel related to the proposed project **do not** make up more than 50% of the funds requested.

Grants will **not** be awarded:

- For endowment or capital costs, routine operational expenses, or existing financial deficits.
- If the organization cannot provide a clear explanation of desired outcomes or measurements 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.
  - Requests for incident/event reporting software are limited to a maximum of 50% of the cost of the software replacement or upgrade, excluding any associated training or related expenses.
- 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 US.
- For grants or scholarships to individuals.
- For direct delivery of reimbursable healthcare services.

**Grant Timeline:**      Grant Cycle Opens – **Tuesday, August 12, 2025, at 9 a.m. EDT**  
Grant Cycle Closes – **Tuesday, October 7, 2025, at 11:59 p.m. EDT**

Applications will be accepted on a rolling basis during the open grant cycle. For additional information or questions, please contact [foundation@coverys.com](mailto:foundation@coverys.com).

### **Additional Information:**

The Grantee must provide documented narrative and financial reporting approximately six months after the start of the 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. CCHF 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.