



## Grant Cycle IX – Fall 2020

### MISSION

The mission of the Reading Hospital Foundation (RHF) is to support innovation, education, research and overall improvement of healthcare services in support of Reading Hospital (RH) and the community.

### PURPOSE

The purpose of the grant program is to fund projects that improve the health and wellbeing of our patients. Grant recipients will exhibit a high level of creative and pragmatic thinking supporting advancement in patient care for the 21<sup>st</sup> 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 (LOI) before submitting a final grant application to ensure their proposed project is within RHF's mission. Prior to submitting an LOI, please contact Kate Thornton, President, Reading Hospital Foundation, at 484-628-2243, to review your grant request.

Research grants must be approved by both the Research Advisory Council (RAC) and the Institutional Review Board (IRB) prior to submitting an LOI.

The Foundation has formed a **Physician Advisory Group (PAG)** to serve as an intermediary between Foundation leadership and clinical experts, 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 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 at 484-628-2243.

### Letter of Intent Guidelines:

The Foundation welcomes LOIs that succinctly describe promising projects, program and educational ideas and opportunities. Applicants will not be considered for grant awards without submitting an LOI. Following a review by the RHF's Grants & Awards Committee, candidates who submit an LOI will be notified of the disposition of their inquiry by **October 12**. Please review the criteria and deadlines below.

### Required LOI Information

Name of Applicant:

Address:

Phone number:

Email address:

Please select all that apply:

This grant request supports: Innovation \_\_\_ Education \_\_\_ Research \_\_\_

Executive Summary (Please give a brief summary of the grant request.):

Grant Amount (“approximate”): \$ \_\_\_\_\_

How will you evaluate the outcome of your project?

Please explain how the grant will incorporate one of the Foundation’s objectives of Innovation, Education and Research.

Please send your Letter of Intent to [RHFoundation@towerhealth.org](mailto:RHFoundation@towerhealth.org)

### Final Grant Application Guidelines:

RHF 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 RH, including physicians, nurses, allied health professionals, and clinical managers. Applicants who are not employees of RH or physicians will be considered if sponsored through an existing relationship with the RH.

•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.

•RHF 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 RHF 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:

- 12 pt. font, Times New Roman, 1-inch margin
- Cover Sheet
  - Project/Study Title
  - PI Name, title, email and phone number
  - Total amount requested
  - Other sources of financial support (if applicable)
  - Timeline
- Method Section
  - Introduction/Abstract
  - Grant Description
  - Narrative - Background and Significance
  - Detailed Budget
  - Bibliography & Reference Cites
- Curriculum Vitae of Applicant(s)

Grant Check list (Please make sure you have addressed these points.)

- Reason for requesting support (establish need with data)
- Identify health disparity the grant will address
- Value Reading Hospital and the community will receive from the grant
- Measurable outcomes expected
- How will the project be evaluated
- List any collaborative efforts

Please send your final grant application to [RHFoundation@towerhealth.org](mailto:RHFoundation@towerhealth.org)

Timeline Grant Cycle IX:

- Letters of Intent are due September 23<sup>rd</sup>
- Applicants will be informed of the status of their LOI on October 12<sup>th</sup>
- Final grant applications are due November 20<sup>th</sup>
- Applicants will be informed of the status of their request on December 14<sup>th</sup>
- Grant funds will be available January 1, 2021