



IMPACT GRANT GUIDELINES

PREAMBLE:

The Ridge Meadows Hospital Foundation is a BC non-profit charitable organization governed by a Board of Directors with a Foundation team whose sole purpose is to raise funds to ensure optimal health care for the people who live in Maple Ridge and Pitt Meadows primarily through the purchase of capital and minor equipment, education funding site projects, community support and research.

Ridge Meadows Hospital Foundation provides Impact grants up to \$2500 to departments in Ridge Meadows Hospital and other health care services operated by the Health Authorities in Maple Ridge and Pitt Meadows. RMHF is aware that frontline staff often has ideas that can make their work more effective but the proposed project requires some funding.

GRANT ELIGIBILITY:

Grants are available upon meeting the funding criteria as set out in this document for: Departments within Ridge Meadows Hospital, Baillie House, McKenney Creek Hospice, Mental Health & Addictions, Maple Ridge Treatment Centre, Public Health, Home Health and Ridge Meadows Wellness Center in the Maple Ridge and Pitt Meadows Health Services area.

GRANT FUNDING:

Ridge Meadows Hospital Foundation commits annually to the distribution of grants based on an annual budget. Applications are permitted for each department or program.

RMHF Impact Grant: up to \$2500

DECISION MAKING:

The RMHF Grants Committee is comprised of members invited by and at the sole discretion of RMHF. Grants are determined and awarded by an annual budget allocated for these grants. This committee will include representation from clinical leadership of Ridge Meadows Hospital and Maple Ridge and Pitt Meadows Health Services, and Foundation representatives.

FUNDING CRITERIA:

Ridge Meadows Hospital Foundation offers the opportunity to apply for Impact Grants up to a maximum of \$2500 to departments in Ridge Meadows Hospital and other health care services facilities operated by the Health Authorities in Maple Ridge and Pitt Meadows Health Services.

RMHF is interested in funding projects or resources that enhance or have a positive impact on patient care and innovative ideas that can help frontline staff do their jobs better or make their work more effective. High priority will be given to a project that can provide innovative solutions for health and social problems in our community as well as enhance the function of the department or service. These grants are not to be used to replace items/equipment in the operating budget.

RMHF works in partnership with RMH Leadership and Fraser Health. Their priorities are patient experience, provider experience, healthy people and value for money. The RMH leadership team wants to achieve their goals through: a we culture, partnerships, new innovative solutions and creating connections in the care journey.

APPROVALS REQUIRED:

All completed applications will require approval (signatures) as follows:

1. For Ridge Meadows Hospital/Health Authority applications:
 - Manager (responsible for specific area) or
 - Director (responsible for specific area)

2. Applications for electrical appliances must receive approval from Facilities, Maintenance & Operations (FMO) that it is an approved appliance by the site to:
 - Supervisor, or
 - Manager of Facilities Maintenance & Operations

**Please note* If installation/electrical/plumbing/carpentry is required this cost must be factored into the grant or paid for by the department.*

APPLICATION PROCEDURE:

Applications are open: First Monday in October

Applications are closed: Last Monday in November

- Submitted applications must be in accordance with the **FUNDING CRITERIA** as outlined above.
- All grant applications must be completed electronically (for legibility). **When complete, save your document and print a hard copy for signatures and submission.**
- **All applications must include a current, official quote from a FH approved vendor.**
- Only one Impact Grant application per department or program is permitted.
- All applications must be signed in accordance with the **APPROVALS REQUIRED** as set out in these guidelines.
- The following applications will automatically be **disqualified**:
 - ✘ incomplete applications
 - ✘ applications unsigned by approved signatures
 - ✘ applications received after the deadline
 - ✘ individual applicants
 - ✘ Emailed, hand written or faxed applications

Send completed, signed applications (by mail or in-person) to:

Ridge Meadows Hospital Foundation

11666 Laity Street, PO Box 5000, Maple Ridge, BC V2X 7G5

For Drop Off: located on Main Floor, near Main Entrance