



Healthy Community Funding Guidelines for Proposals

In response to the RMH mission to build a healthier community, the RMH Foundation invites funding proposals for initiatives that will have a positive impact on the overall health of our community. All funding requests must be prospective and should not exceed \$15,000. Proposals must align with the RMH mission and be in accordance with the following guidelines:

1. Summarize the initiative and specify the community need the plan is addressing. Include Healthy Community Council (www.healthycommunitycouncil.org) or other valid data, e.g. Healthy People 2010 goals (www.healthypeople.gov).
2. Describe what an improved community situation would look like. The project should address significant, broad-based community health and quality of life concerns. Projects of limited impact that do not address specific health and quality of life issues will not be funded.
3. Identify and describe the roles of partners in the initiative. The lead not-for-profit agency, i.e. the agency to which the funding check will be written, must be specified.
4. Identify measurable goals or outcomes that will determine the success of the project.
5. Provide an action plan with specific activities that supports the expected outcomes. Be prepared to provide an outcomes report to the Foundation according to the specified timeframe.
6. Provide a plan for how the project will be sustained financially. RMH Foundation funds are not intended to provide ongoing, sustained program funding.
7. Describe the budget for the initiative based on the format below. Proposals should include adequate detail to describe and justify the funding request and should specifically outline other funding sources.
8. Note how the RMH Foundation will be recognized if the initiative is funded.

Budget Item	RMH Request	Other Funder	Other Cash	Other In-kind
Labor				
Salary				
Benefits				
Non Salary				
Copier/Fax/Phone:				
Computer/Printer				
Supplies				
Travel				
Marketing/Mailing				
Rent/Utilities				
TOTAL				

Email proposal to:

Carrie Willetts at cwillett@rhcc.com. Proposals should be consolidated into one document not to exceed 10 pages. Please include a contact name, address and phone number.

Deadlines:

- Feb 1 (for late April decision)
- August 1 (for late October decision)

Reporting Requirements for Fund Recipients (to be sent to Carrie Willetts at cwillitt@rhcc.com)

Outcome reports will be required within 2 months following a single funded event. For ongoing projects, outcome reports must be provided at 12 months, or prior to requesting additional funds.

Reports should address the following:

- Actual expenditure of funds compared to planned expenditure
- Achievement of Goals as submitted in the grant proposal
- Measurable or perceived impact on the health and quality of life in the community

Criteria for Community Funding

The project is meaningful and measurable. Relates to community need and has a method of measuring.

The project is congruent with the Hospital's mission.

Other funding sources do not conflict with the Hospital's mission.

The project does not compete with any RMH programs.

The project serves a community need and is appropriately collaborative.

Applicant must have non-profit status.

Funding may be for salary or non-salary items.

Projects may be new and innovative or proven and ongoing.

Funds will be committed on an annual basis, but are not intended to provide the primary source of ongoing, sustained funding for a program. For ongoing initiatives other funding should be sought and noted in proposal.

Funds are awarded on a prospective rather than retrospective basis

Projects must support a Community Priority or an identified gap in services.

Outcome reports will be required within 2 months following a single funded event. For ongoing projects, outcome reports must be provided at 12 months, or prior to requesting additional funds.