



Jim Pattison Children's Hospital Foundation

Equipment, PD & Patient Care Grants Guidelines

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Introduction

This guide is meant to provide an overview of available Jim Pattison Children's Hospital Foundation Grants. It outlines requirements, review criteria, timeliness, etc. The Guide, supporting templates, and forms are all available online at pattisonchildrens.ca.

Background

Jim Pattison Children's Hospital Foundation is dedicated to raising funds for the enhancement of maternal and children's healthcare in Saskatchewan and Jim Pattison Children's Hospital. While the majority of funds raised by our Foundation are committed to enhancing the new provincial maternal and children's hospital, a portion is available for grants annually. Each year, a maximum of \$1,000,000 is allocated for grants, until the build of the new hospital is complete and the facility is operational.

For inquiries regarding funding opportunities as described in this Guide, please contact our office at info@pattisonchildrens.ca

Objective

Through the Jim Pattison Children's Hospital Foundation Grants Program, our Foundation seeks to promote excellence in maternal and pediatric health care. To do so, we grant funds to professional development, equipment and research projects that have potential for significant impact based on scientific excellence and relevance to children's and maternal health.

Eligibility

Our Health Regions

Our scope is provincial and supports maternal and pediatric health care across Saskatchewan. We are pleased to accept grant applications to support maternal and pediatric needs in the Saskatchewan Provincial Health Authority.

Areas We Support

We support funding of equipment, professional development and patient care enhancements in departments including but not limited to:

- Children's Surgery
- General Pediatrics/ Outpatients
- Developmental Rehabilitation/ Therapeutic Treatment
- Acute Care Pediatrics
- Children's Emergency
- Pediatric Intensive Care & Step Down Unit (PICU)
- Programming/Initiatives
- Pediatric Subspecialties (eg. endocrinology, hematology, rheumatology, etc)
- Oncology & Day Medicine
- Maternal/Labour & Delivery
- Neonatal Intensive Care Unit (NICU)

Grants Must Benefit One of the Following Areas

Research

Equipment

Patient Care

PD/Education



Who We Fund

Jim Pattison Children's Hospital Foundation funds Pediatrics & Maternal personnel across Saskatchewan, to Saskatchewan students who are studying in fields that directly support Pediatrics and Maternal Care, anyone working in a field that impacts Pediatrics or the social and developmental health of children as well as Maternal Care.

Our Foundation collaborates with recipients that enhance diagnostics, patient care and treatment management; we also support strategies that align with enhanced pediatric and maternal social development and overall health.

What We Do Not Fund

Core Health Programs & Services	Regular Building Maintenance	Renovations Not Linked to Enhancements	General Operations
New Certifications & Accreditations	Over two attendees per conference, per deadline		

Your Grant Application

GIFTS Online

In 2017, Jim Pattison Children's Hospital Foundation moved to an online grant database. To apply for a grant, head to our online portal: https://www.grantrequest.com/SID_5783?SA=SNA&FID=35011

Click "New Applicant" and provide your email address and create a password.

Save this login as it can be used for future grants. You will also have access to a "My Application Page" where you can manage your work. This page will show all submitted grant applications, reporting requirements, and status updates. To review past grant applications and continue working on in progress applications, log in here:

https://www.grantrequest.com/SID_5783/default.asp?SA=AM&FID=&SESID=6962&RL=

Before you begin, review the following helpful tips:

- Limit your use of bullets and other formatting,
- Ensure you are completing each section within the application, please do not submit "see attached document" as an answer,
- Copy and paste from a work document when possible,
- Submit a signed letter of support from your direct report (department head, unit manager) under the attachment page,
- Ensure you are submitting two letters of support from individuals working within your field or related to your field,
- Add mail@grantapplication.com to your safe senders list to ensure you receive all system communications,
- Remember to save your progress periodically to ensure your application is not timed out and lost.



Other Sources of Funding

We recognize that other sources of funding may be required. If you plan to seek out additional funding or if additional funding has already been secured; you must disclose the details within your grant application. The following information must be included:

- All organizations that requests for funding have been sent to;
- All organizations who have declined and/or granted funding;
- Detailed listing of additional potential and/or secured funds;
- Recognition requirements and terms surrounding all secured and potential funds.

Requirements

Please note that the requirements for a research grant are different from that of professional development funding or equipment grants. Please ensure you are filling out the correct application form, following the correct timeline and submitting all required information.

Grant Amount

There is no set minimum or maximum amount set for equipment, patient care or professional development grant applications. Please visit our website for a list of past Grantees.

Applicants may or may not be awarded the full amount requested.

Timeline and Deadlines

February 15	First Round: Application Deadline
End of March	Notification
August 15	Second Round: Application Deadline
End of September	Notification

Multi Year Grant Submissions

Jim Pattison Children's Hospital Foundation recognizes that multi-year grants allow Saskatchewan healthcare experts to reach a standard of excellence. For this reason, the Foundation allows multi-year grant application submissions up to 3 years.

Payment Process & Funds Management

Equipment, Professional Development and Patient Care Grant Funds are managed through Jim Pattison Children's Hospital Foundation. Once approved and purchased, an invoice/purchase order/receipts must be sent to our Foundation before funds will be released.

Professional Development Funding

Due to the large number of professional development grants received by Jim Pattison Children's Hospital Foundation, new guidelines have been implemented as of 2018. Going forward, a maximum of two attendees can be approved to attend the same conference each year. Where possible, our Foundation will select applicants from different departments. We encourage applicants who do not receive funding due to these restrictions, to reapply the following deadline for the next year's conference.

Reporting Out

Reports

Jim Pattison Children's Hospital Foundation requires the following report to be submitted within three (3) months of completing professional development or after six (6) months of new equipment or patient care being implemented, including the following information:

- Demonstrate how the funds have been spent, as specified in your application.
- Share what has been gained by this Grant and how your Grant has been or will be shared with other health professionals and, where appropriate, the public.
- Describe, if applicable, how the funds will have a positive effect on either attracting or retaining health professionals in Saskatchewan.
- Describe, if applicable, what impact the funds have had for patients.
- Provide information and references on Foundation recognition and include your recommendations about how Jim Pattison Children's Hospital Foundation can appropriately publicize your work as it progresses so that we may maximize public support.

Jim Pattison Children's Hospital Foundation is committed to ensuring that our donors are advised as to how annual funding is utilized. Without annual submissions and a final "Donation Impact Report", continued or future funds may be re-considered by the Jim Pattison Children's Hospital Foundation Grants Committee. Donor Impact Report information may be used on our website, Annual Report or other public documents.

Publicity

Once Jim Pattison Children's Hospital Foundation Board of Directors has approved a Grant and an award letter has been sent to the Grantee confirming acceptance, the Grantee is free to make the Grant public.

Jim Pattison Children's Hospital Foundation asks that it be informed in advance of any publications arising from a project in its funding. Please submit a copy of the publication to the Foundation as soon as possible after publication.

Jim Pattison Children's Hospital Foundation will provide quotes on behalf of the Foundation, when requested.

Acknowledgement

The Grantee must acknowledge the support of Jim Pattison Children's Hospital Foundation in all scientific publications and presentations related to the Grant. In addition, a copy of publications and presentations must be submitted with each progress and final technical report.

Marketing and Communications

In this increasingly challenging economic climate, raising funds is becoming progressively more important. Jim Pattison Children's Hospital Foundation will regularly update donors and the public as to how their donations are being used. The role of Grantees is critical in sharing with the public the role of enhanced equipment, patient care and professional development. Grantees should expect to be called upon to assist and/or collaborate with Jim Pattison Children's Hospital Foundation in its marketing and communications efforts to enable continued support for its mission. This may be in the



form of presentations, funding announcements, photo opportunities, advocacy, media interviews, media releases, and other communication vehicles.

Leaves of Absence and Extensions

Leaves of Absence and Extension requests are not available for Professional Development, or Equipment and Technology Grants.

Purchase orders must be submitted to Jim Pattison Children's Hospital Foundation by fiscal year end, which is July 31.

Resubmissions

Each year, Jim Pattison Children's Hospital Foundation receives a significant number of worthwhile submissions. Our Grants Committee carefully reviews each application, but occasionally declines are made. Should this happen, we encourage the resubmission of your request for a future granting period.

All decisions by Jim Pattison Children's Hospital Foundation Grants Committee stating that an application does not meet requirements and is not eligible for funding are final and not subject to appeal.

Review and Selection Process

Review Process

Grant applications will be accepted and considered twice per fiscal year, as outlined in the Timeline and Deadlines section. Each grant round, submitted grant applications are reviewed by Foundation management first and then the Jim Pattison Children's Hospital Foundation Grant Committee will review each proposal and deliberate their findings.

The Grants Committee Chair will make recommendations from the Grants Committee to the Board of Directors. The Jim Pattison Children's Hospital Foundation Board of Directors will have final decision on the awards.

Notification of accepted and declined grant applications will be made within two weeks of the Board of Directors meeting.

Enhancements

Jim Pattison Children's Hospital Foundation Grants exist to provide enhancements to maternal and pediatric healthcare not typically funded through the provincial health authority. We fund innovative projects that typically fall into the following categories:

- industry-leading equipment, technology, patient-care, and research
- build capacity for excellence beyond basic standard of care for equipment, technology, and patient care
- projects that provide a new service, practice, or program
- projects that address emerging needs in maternal and child health
- research projects that develop core capabilities and specialized services



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- training and education to develop the capacity of health care providers and researchers that build on strategy to improve maternal and child health outcomes
- enhancements that improve the maternal and pediatric experience in Saskatchewan

Jim Pattison Children's Hospital Foundation does not fund the following:

- standard hospital equipment or furnishings
- standard administrative/salary costs.

Grants Committee

Dr. Tanya Holt, Committee Chair
Faculty, Pediatric Critical Care

Collin Schaan
Schaan Healthcare Products Inc.

Randall Ottenbreit
Family Advisor

Mike McCullough
Investors Group

Dr. Veronica McKinney
Northern Medical Services