

DAKOTA HOSPITAL FOUNDATION

AREAS OF FOCUS FOR GRANTS

All gifts to the Dakota Hospital Foundation are used to further its' important mission of community health and wellness. Through financial contributions, the Dakota Hospital Foundation supports initiatives focused on enhancing opportunities in our three main focus areas as follows:

- **Clinical Innovation:** Seed money to foster and enhance new programs and fund unique services
- **Health Care Education:** Support of community health and wellness programs and scholarships for health professionals
- **Quality of Life:** Supporting community projects that enhance the quality of life of our residents, patients, visitors and staff

GUIDELINES

The Dakota Hospital Foundation takes the following items into consideration as they consider requests for funding:

1. Volunteerism

Projects which have paid staff but involve significant and continuous community volunteer support to enhance their existing programs will be favorably considered.

2. Innovation

The Dakota Hospital Foundation funds ongoing, well established projects as well as innovative projects designed to address existing community needs in innovative ways.

3. Operating Expenses

Dakota Hospital Foundation funds will not be awarded to subsidize operating expenses for private, public or governmental entities.

4. Project Longevity

The Dakota Hospital Foundation recognizes that there are worthy projects that begin and end the same calendar year. Projects that are ongoing are encouraged, but multi-year funding is a low priority.

5. Seed Grants

Applications requesting start up money must provide feasibility data indicating a need for the project, support for the project and the ongoing probability of success.

6. Capital Improvements

Due to the limited amount of annual discretionary funds and the rising cost of building and remodeling, capital bricks and mortar projects generally will not be funded.

7. Minimum Awards

Grant applications requesting \$10,000 or more will not be considered. Exceptions to this figure will be considered based upon the merit of the proposal.

8. Multi-Year Funding

Generally only proposals for one year will be considered by the Grant Review Committee (GRC). If projects require more than one year to accomplish their objectives, they should submit a letter with the first year application indicating their intent to request additional years of funding. No more than three years of sequential grant funding shall be awarded to any one grantee for the same purpose.

9. Challenge or Matching Grants

The Dakota Hospital Foundation encourages matching funds from all grant applicants. When the GRC perceives the need for more local involvement and support of a given project in order to establish ownership in the community, it may require challenge grants in any proportion. Funding may be contingent upon acquisition of the required matching money.

10. Partnerships

Applications received from partnership applications of two or more organizations will be considered if their proposal meets the guidelines of the Hospital Foundation. However, communications and accountability must be established with one organization.

11. Exceptions

The GRC may make an exception to any printed policy upon motion duly made, seconded and carried by 2/3 of the members present and voting. Motion must state rationale for the exception. Exceptions taken in one instance do not constitute precedent exceptions for future grant decisions.

GRANT PROCESS

1. Letter of Inquiry

Letters of Inquiry (LOI) will be accepted throughout the year. The Dakota Hospital Foundation will respond to all applicants in a timely manner. Those LOI's which do not fit the mission of the Foundation, or clearly do not qualify will be eliminated by the GRC. Following review of the LOI, applicants may be invited to complete a full grant application. All grant applications will be forwarded by staff to the GRC. The GRC will review the applications, prioritize the applications and make their recommendations to the full board. The full board will review the recommendations of the GRC and approve/reject the awards.

2. Communications with Applicants

All applicants will be informed in writing in a timely manner of any action taken on their grant application. The GRC will hold decisions in confidence until publicly announced by the Dakota Hospital Foundation.

3. Final Evaluation Report

A final evaluation report shall be submitted to the Foundation office immediately following project completion. A grant file is considered complete only after the final evaluation report is received in the Foundation office, and until received, no additional grant requests will be considered.

4. Re-applications

Multiple or repeat applications from one organization in less than a twelve month period are not allowed.

Grant applications are received on a revolving basis. Applicants are notified by our office approximately 60 days of receipt of the completed application and all necessary attachments required by the applicant.

FUND DISTRIBUTION

1. Fund Distribution

Funds will be distributed to successful applicants on a schedule that is prepared by Dakota Hospital Foundation staff. Time lines for fund disbursements will be developed to correspond to the schedule of activities being funded by the grant.

ADDRESS YOUR LETTER OF INQUIRY (LOI) TO:

Dakota Hospital Foundation
c/o Sanford Administration
20 South Plum Street
Vermillion, SD 57069

