

## Coverys Community Healthcare Foundation 2025 General RFP Grant Guidelines

The following is general information regarding the 2025 General RFP Grant Cycle from Coverys Community Healthcare Foundation (“CCHF” or the “Foundation”). Additional requirements and conditions are contained in CCHF’s application materials.

This grant cycle, CCHF will accept and consider requests for grant funding from organizations pursuing innovative projects that advance one or more of the following:

- Programs and initiatives to improve patient care and patient safety;
- Programs and initiatives that promote healthy lifestyles; and
- Support of Individuals and organizations who provide health care services.

Please note, the Foundation has a strong preference to fund innovative projects that support healthcare in the communities served by Coverys policyholders. This preference extends to projects that show evidence of meeting or delivering one or more of the following:

- A new health need;
- An improvement in the quality of health care; and/or
- Reduced health costs with better patient outcomes.
- Supporting underserved communities and patient populations through programs that focus on diversity, equity, and inclusion (DEI).

Grant applicants should expect to provide the following in their application materials:

- A clear start and end date for the proposed project.
- A narrative description of the issue that is to be addressed, including baseline data that supports the need for the proposed project.
- A statement on the measurement of success with identification of measurable outcomes and a plan to evaluate measurable outcomes.
- A detailed budget which accounts for funds to be contributed by the grant applicant and any third parties.
- A specific explanation as to how Foundation funds will be used if the proposal is accepted.

CCHF may also consider the following items in its decision to award funds to a grant applicant:

- Projects which are adaptable for use by other entities and the applicant is willing to share project information and outcomes with others.
- In instances where the requested funding is for an existing project, whether the funds sought would advance the project to another level or assist in improving the existing project.
- Contain baseline metrics supporting need, outcomes, patient care and safety, increased service, or access to care underpinning the request.
- Whether the applicant is requesting substantial budget support for employee salaries and other compensation. Preference will be given to applications where salaries for future personnel related to the proposed project **do not** make up more than 50% of the funds requested.

Grants will **not** be awarded:

- For endowment or capital costs, routine operational expenses, or existing financial deficits.
- If the organization cannot provide the aforementioned application materials along with a clear explanation of desired outcomes or measurements of such outcomes relative to historical data, including facts or details about how the proposed project will deliver a high-impact, sustainable benefit and attract continued financial support.
- For grants where a substantial portion of the funding will be used for construction, renovation, equipment, or technology for use in routine operations.
  - Equipment and technology may be included in grant funding **if they do not make up more than 15%** of the funds requested and are not for routine operations.
  - Requests for incident/event reporting software are limited to **a maximum of 50%** of the cost of the software replacement or upgrade, excluding any associated training or related expenses.
- To organizations that in turn make grants to others.
- For grant funding to international organizations or to US-based organizations for initiatives that support efforts outside the U.S.
- For grants or scholarships to individuals.
- For direct delivery of reimbursable health care services.

**Grant Timeline:** Grant Cycle Opens - **Wednesday, February 19 at 9:00 AM**  
Grant Cycle Closes – **Wednesday, May 14 at 11:59 PM**

Applications will be accepted on a rolling basis during the open grant cycle. For additional information or questions, please contact [foundation@coverys.com](mailto:foundation@coverys.com).

**Informational Sessions:** **Thursday, February 27 at 1:00 – 2:00 PM ([Zoom Link](#))**  
or  
**Tuesday, March 18 at 10:00 -11:00 AM ([Zoom Link](#))**

*Attendance is not required. The sessions are intended to provide general information on CCHF's grants process.*

**Additional Information:**

The Grantee must provide documented narrative and financial reporting approximately six months after the start of the grant period.

All grant awards are made on the condition that the entirety of funds advanced shall be used in direct furtherance of the proposed project and that no portion thereof shall be appropriated by the Grantee for any other reason including but not limited to an administrative or processing fee for overseeing the project, for general overhead, or for undisclosed salaries of current, temporary or future personnel.

All applicants will be notified in writing of the action taken on a grant request. The Foundation cannot respond favorably to all requests; please do not interpret the decision to decline a request as a negative evaluation of a project or organization. Please note, it is not feasible for staff to discuss with applicants the reason(s) that the committee may have for declining a request, nor should you expect staff to provide a critique of proposals either before or after action is taken.