

Wayne Memorial Health Foundation (WMHF)

Community Grant Program

Policies and Procedures

Revised May 2023

Vision Statement

The vision of the *Wayne Memorial Health Foundation Community Grant Program* is a progressive, culturally and economically healthy community supported by an active, locally-controlled healthcare system dedicated to enabling the highest possible quality of life for all of its residents.

Mission Statement

It shall be the mission of the *Wayne Memorial Health Foundation Community Grant Program* to support community organizations whose endeavors are focused on injury and disease prevention and treatment and the promotion of good health for the residents in the Wayne Memorial Health System service area.

Eligibility Requirements

1. *Applicant organizations must be 501(c)3 non-profit corporations* that provide health care services, health education and human service programs and services that improve the health and well-being of community residents in the primary service area of the Wayne Memorial Health System, i.e., Wayne and Pike Counties, the Carbondale and Forest City, PA areas.
2. Applicant organizations must demonstrate that the service/project/program to be supported with WMHF funds is not an unnecessary duplication of the services already provided by another organization in the area.
3. Applicant organizations shall be governed by an active Board of Directors.
4. Applicant organizations must provide their services on a non-discriminatory basis and provide a copy of their policy attesting thereto.
5. Applicant organizations shall provide a prospective budget for the service/project/program they are proposing that is specifically related to the Health System's service area and that advances the mission of Wayne Memorial Hospital and the WMHF Community Grant Program.

[Wayne Memorial Hospital Mission (WMH CARES): It is the mission of Wayne Memorial Hospital to provide quality healthcare with compassion, advocacy, respect, excellence and service, to promote wellness in our community and to be pro-active in responding to our community's needs.]

1. Approved applicants will be expected to provide Progress Reports on the funded project in a format and frequency to be determined by the Wayne Memorial Health Foundation (WMHF).
2. New organizations may apply for start-up funding in their first year of operations only and must have an approved 501(c)3, or must have applied for 501(c)3 and awaiting approval.
3. **No extensions of application deadlines will be allowed for any reason.**
4. Funded programs will not be considered for re-funding in subsequent years without WMHF-accepted Progress Reports and new fully-completed applications.

WMHF Community Grant Allocation Guidelines

1. In May each year WMHF shall announce the acceptance of Applications for the new grant period of the Community Grant Program and will make available Applications for Support, Application Guidelines, and the deadlines for Application acceptance.
2. The WMHF Community Health Committee will review all applications and serve as an allocations committee. Committee members may be members of the WMHF Board of Directors, other Health System Boards, or may be community representatives not affiliated with the Wayne Memorial Health System (WMHS). Community Health Committee members shall announce any perceived conflicts of interest related to their association with applicant organizations. Members determined to have a conflict of interest regarding any application for funding shall be required to abstain from voting on approval/disapproval of such application(s) or level(s) of funding.
3. The WMHF Board of Directors shall notify the Community Health Committee of the funds available for distribution annually through the operating budget process. This amount may vary from year to year.
4. The Community Health Committee shall review all Applications for Support giving consideration to the amount of funding available, the amount requested by each applicant and the merits of each Application.
5. There shall be one normal application process per year, although the WMHF Board of Directors may modify the application process based upon special circumstances.
6. The normal WMHF Community Grant program Funding Period is September 1 through June 21 of the following year.