



REQUEST FOR PROJECT FUNDING

In preparation for new governance under Shared Health Inc., beginning June 25, 2018, any project or initiative being proposed for funding by Health Sciences Centre Foundation, Children's Hospital Foundation of Manitoba or Volunteer Enterprises of HSC must first be reviewed and approved by HSC's Interim Chief Operating Officer and HSC Executive Team. This will ensure all projects are aligned with the strategic objectives and role of HSC as Manitoba's provincial, tertiary acute centre, and make best use of resources.

Note: Please complete this form and forward to ExecTeam@hsc.mb.ca. If you need additional information, contact the HSC Executive Team member to whom you report.

NB: This process does not apply to research submissions, which will continue to follow the rigorous evaluation standards and processes as established by each Foundation.

All submissions must be made electronically.

CONTACT INFORMATION

Name:

HSC Unit / Program / Department:

Telephone (day):

Email:

Address:

Date application submitted:



ABOUT YOUR PROJECT

Project Title:

In 1-10 paragraphs, provide a description of your project. Please define the problem being addressed and highlight how the project will contribute to excellence and / or innovation, enhancements to health care or patient outcomes, access and sustainability. How will you evaluate the success of this project? Describe staff qualifications and experience relative to your project. You may attach supporting information. Please attach a full project budget, including operating costs.

The following will be improved or enhanced as a result of this project: (check all that apply)

- Excellence / Innovation – Helping HSC deliver excellent, leading, evidence-based care
 - Quality – Improving health and safety of patients or the community
 - Access – Reducing wait lists, decreasing wait times, improving patient satisfaction
 - Sustainability – Making long-term improvements to patient care and the health system
 - Efficiencies – Optimizing resources, reducing costs
 - Other (please specify):
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Describe the impact this project will have on health and wellness in Manitoba:

Estimated number of patients impacted by this project annually:

FINANCIAL INFORMATION

- A. Estimated total project cost (Canadian dollars): \$ _____
 - B. Amount requested from HSC Foundation / Children’s Hospital Foundation / VENT (Canadian dollars): \$ _____
 - C. Your area’s financial commitment to this project \$ _____
 - D. Funding source for any difference (A minus B minus C): _____
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Type of funding required (check all that apply):

- New Space Build Equipment Education/Training
 - Renovation to Existing Space Operational / Programmatic / Startup (includes salary)
 - Other (Please specify): _____
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To your knowledge will this project require additional space / operating / renovation / maintenance or other costs through Manitoba Health over and above the amount requested from HSC Foundation / Children’s Hospital Foundation / VENT?

- No
 - Yes (please describe): _____
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Department/Program Director Signature: _____ Date

FOR HSC EXECUTIVE TEAM USE

Approved for consideration by HSC Foundation / Children's Hospital Foundation / VENT:

Yes

No (rationale):

HSC Chief Medical Officer Signature: _____ Date

HSC Chief Operating Officer Signature: _____ Date

FREQUENTLY ASKED QUESTIONS

How often will HSC Executive review submissions?

The HSC Executive Team will review submissions on a monthly basis. Applicants will be advised if their submission:

- Is accepted as is by HSC Executive and will be sent to HSC Foundation, Children's Hospital Foundation or Volunteer Enterprises of HSC for consideration
- Requires additional information or clarity before it can be considered further
- Is not accepted and will not be sent to HSCF, CHF or VENT for consideration

If HSC Executive approves my application, does that mean I will get funding?

No. Review by HSC Executive is to ensure the project / initiative addresses and is aligned with the strategic priorities of the hospital and its role as Manitoba's acute tertiary centre. Resources must be applied to areas that will have the most significant impact. Unfortunately there are many more excellent projects and initiatives than there is funding.

Another reason for a project to be proposed at the HSC Executive level prior to the foundations is that it may align with broader health system activities, where resources other than HSCF, CHF and VENT may be appropriate.

How are the priorities of HSCF, CHF and VENT determined?

All three organizations work closely with HSC Executive, which has clear direction and expectations about the hospital's role, priorities and areas of excellence from Manitoba Health, Seniors and Active Living via WRHA and Shared Health. The foundations also have their own areas of focus and strategic plans based on direction from their respective boards of directors. For more information, please visit www.goodbear.ca and www.hscfoundation.mb.ca.

My project has already gone through Ethics Board and the regular research application process. Do I still have to submit it to HSC Executive for review?

No. Research projects will continue to follow the rigorous evaluation standards and processes as outlined by the foundations and any academic partners.

I have questions about how best to position my project. Is there someone I can talk to for tips on how best to write it?

Speak with your manager and director to brainstorm ideas. Think about what makes your initiative important to HSC's role as the province's tertiary, acute centre. Is your initiative unique? Has it been done successfully elsewhere? Do you have data or evidence to support your idea? How does it create the best possible hospital experience for patients and families, and a positive working and learning environment for staff, students and volunteers? In other words, how does it put Patients First. Once you have your thoughts together, you could speak to the Executive Team member related to your area to see if they have additional feedback for you.

Good luck!