



Instructions to Applicants

Mission Statement: The mission of the Randolph Hospital Community Health Foundation is to enhance the health and wellness of the community through an endowment.

Areas of Interest

The Randolph Hospital Community Health Foundation makes grants which will engage **volunteers** and **organizations** to motivate our community to make healthy lifestyle choices. Our priorities are programs which support at least one of the following focus areas:

- **Randolph Hospital** – *projects that support the mission of Randolph Hospital and its efforts to provide quality health care.*
- **Nutrition** – *projects that benefit nutrition in the areas of education, training and research*
- **Physical Fitness** – *promotion of healthy living through programs that initiate, expand and improve physical fitness*
- **Substance Abuse** – *education and prevention programs that ease the transition of becoming free from the health problems associated with abuse of alcohol, tobacco and/or illicit drugs*

Eligible Organizations

Not-for-profit organizations, government agencies and schools in Randolph County are among the organizations eligible to request support from the Randolph Hospital Community Health Foundation.

Successful applications will present

- A clearly defined statement of need
- A detailed action plan and timeline
- Collaboration among relevant organizations, if possible
- An action plan on how you will engage volunteers and organizations to be a part of your program
- Creative utilization of existing community resources
- A strong evaluation component that will be specific, meaningful, measurable and realistic/achievable

Funding

- The Randolph Hospital Community Health Foundation prefers not to be the sole supporter of the program/service when possible. We look for in-kind contributions and other possible funding sources within your application.
- If repeat applicant, a final completed report must be submitted on previous grant before being eligible for new grant.
- The beneficiaries of the program/service need to be in the Randolph County area.
- We look for applications that have the potential to impact the most people.
- **The Randolph Hospital Community Health Foundation prefers not to subsidize a program on a repeating basis.** We would like to see an organization demonstrate how to fund the program/service moving forward, but will review on a case-by-case basis.
- The Foundation does not fund programs/services geared around emergency medical, financial or prescription services.
- Prefer not to fund salaries, but will review on a case-by-case basis.

Completing the Application

We welcome calls from prospective applicants prior to submittal of a grant request and will be glad to assist you in completing the application form.

Please answer each question in reasonable detail on the official application and use the forms enclosed. If the space provided is inadequate, continue your response on a separate piece of paper. Clearly indicate which section is continued. **Grants to be considered must be on the official application. You can also access an electronic version by going to www.randolphhospital.org and clicking on the Foundation's tab located on the homepage.**

The evaluation section is important. Not only does it measure the success and outcomes of the project, but your evaluation criteria also will provide the basis for the Foundation's measurement of the effectiveness of the grant funding and our success in meeting our mission.

Grant Applications must be signed by the CEO or the Chairman of the Board of your organization

Attachments (if current copy not already on file with Foundation)

- **IRS determination letter indicating tax-exempt status or verifying government agency status**
- **Most recent annual report (if applicable)**
- **List of organization board of directors or governing board**

Due Date and Notification Schedule

In order to be considered for funding during this grant cycle, a completed grant application must be postmarked no later than October 1st of the current calendar year or delivered to the Foundation office by 5:00 PM on that same date.

For more information, please call Linda Schumacher, Grants Coordinator, at (336) 633-7755 or lschumacher@randolphhospital.org.