



Royal University Hospital Foundation
Community Mental Health Endowment Grants Program
2023 - 2024 Grant Application Form

Checklist for Submissions

Please note: if you have received funding from a RUH Foundation CMHE Grant that is not completed or have an outstanding report, you are not eligible to apply.

Was the application filled in electronically and is it complete?

If you are proposing to buy equipment, have you attached quotes?

Have you attached a letter of support on how this project will meet criteria?

Have you included requests for ineligible items (if so, please include rationale)?

Does your program/activity Saskatoon based/show direct impact to the RUH?

The application has been approved by and signed by two people from your organization Board Chair, Program Manager, Director, Department Head, Executive Director or CEO. Please have their signatures scanned into the application.

Please ensure contact information is complete.

Program Manager/Director/
Executive Director/CEO/Department Head

Board Chair

Applicant's signature

Date of Submission _____



Royal University Hospital Foundation Community Mental Health Endowment Grant

Thanks to the generosity of donors, the Royal University Hospital (RUH) Foundation is able to grant \$85,000 in funding from the Community Mental Health Endowment (CMHE) Grants Program. CMHE Grants provide funding that help develop new and innovative programming for patients/consumers and their families as well as enhances and/or bridges services provided by SHA, U of S and Community Based Organizations (CBO's). CMHE Grants are for pilot projects or programs that have no other funding but have a proven record of impact and do not receive funding from capital or operating budgets.

The CMHE Grant application is available with an October 16, 2023 deadline. Funding will be provided for the fiscal period **April 1, 2024 to March 31, 2025**. All of the funding awarded to the successful applicants must be used before March 31, 2025. A hold back of 10% of the grant will be released upon approval of the final report and financial summary. The maximum grant request is \$25,000.

RUH Foundation Community Mental Health Endowment Grants Application
(Please fill in electronically, save and email the completed application along with a letter of support)

Project Name:

Date of Submission:

CBO Name /SHA Program Area or U of S Department:

Contact Name & Title:

Mailing Address:

Phone No.:

Email Address

Partners involved in this project:



Brief Description of Project:

Project Deliverables:

Financial Information – Operating Budget Projections

Short-Term: What are the costs for the initial twelve (12) months of this project? (Be as accurate as possible)

Please note eligible versus non-eligible costs as outlined in the criteria document accompanying this application. Applications containing ineligible costs will not be considered without prior approval. Please ensure that all costs are clearly identified. Flat rates may apply for certain programs (i.e. art programs, music programs, community reintegration programs, etc.).

When requesting funds for purchase of furniture or equipment and the cost exceeds \$3,000 you should attempt to secure two quotes from vendors. SHA Material Management will provide quotes for SHA applications. Maximum grant request is \$25,000.



CMHE Grants Budget Template

Total Program Cost	\$
Total CMHE Funding Requested	\$

Estimated Expenditures:

Contract Services	\$
Staffing Costs	\$
Space Costs	\$
Rental or Lease of Equipment	\$
Consumable Supplies	\$
Travel	\$
Telephone	\$
*Other Costs	\$

*Other costs broken down

Please provide information on existing or potential support for this project from existing funding, other funders or through donations.

Long-Term: If applicable: how do you intend to sustain this initiative once the pilot has been completed?

Past Funding: Please list previous RUH Foundation CMHE grant funding, the amount, the year(s) funded and what has happened since the funding was received for that initiative?



Partnerships: Priority will be given to programs that demonstrate cost-sharing or in kind partnerships. What partnership(s) have been considered in developing this initiative? Please describe the nature of the partnership and how this partnership will contribute to the successful implementation of this project (i.e. increased #'s of people served, reduced costs, sharing of in kind resources, etc.)

Describe how the Royal University Hospital Foundation Community Mental Health Endowment Grant will be recognized as a funder of this project:

To assist in our ongoing fundraising efforts, it is important that RUH Foundation's support be recognized. Please be specific in describing how this will be done for your program.

Briefly summarize how your project will impact patient/client/consumers if approved. What is the expected number of patient/client/consumers who will benefit?

If not approved, what will be the immediate and longer impact?



Please indicate how the success of the program will be measured?

Please describe how learning from this project will be transmitted and shared with other areas of SHA, MHAS, U of S, within your department or organization or in the community:

Please include a letter of support that will speak to why this project should receive funding.

Deadline: Monday, October 16, 2023 at 4:00 p.m.

Grant application and supporting letter must be received via email
Late applications will not be considered.

Submit to: Royal University Hospital Foundation by email to info@ruhf.org

Information/Questions:
Mia Cavanagh, Granting & Operations Officer
(306) 655-6521 or miacavanagh@ruhf.org