

# Major Project & Equipment Funding Application Winter 2025

Please type all information

**Application Deadline: February 21<sup>st</sup>, 2025 (noon)**  
Submit to: sherry.loewen@fraserhealth.ca

**Date:** \_\_\_\_\_  
**Title of Proposal:** \_\_\_\_\_  
**Department Name:** \_\_\_\_\_

	Name & Title	Email Address	Phone Number
<b>Main Applicant</b>			
<b>Co-Applicant</b> (if applicable)			
Administrative Support (if applicable)			

**Total Funding Requested: CDN \$** \_\_\_\_\_  
**MUST INCLUDE** taxes, delivery, installation, shipping & handling

**Expected equipment delivery date:** \_\_\_\_\_

Yes	No	
		Does the project or equipment comply with the funding criteria? Details on page 5.
		Has the project or equipment been identified as necessary for the redevelopment of the hospital?
		Is this item currently on the approved FHA Capital Equipment List?
		If the item is <i>not</i> on the FHA Capital Equipment List does it have approval from Capital Equipment/Planning?
		Is this item approved for use within RCH and are all of the operating and renovations costs required already in place?
		Have you applied to any other funding opportunities through the RCH Foundation for this project or equipment? If yes, provide details below. <div style="border: 1px solid black; padding: 2px; margin: 5px 0;">           Funds: Peer Advised Impact Fund (PAIF), Advancing Innovation in Medicine (AIM), Caritas, RCH Auxiliary, Department funds         </div> Details: _____
		If approved by late-April 2025 will the order be placed before July 31 <sup>st</sup> , 2025? <i>(orders not placed within eight (8) weeks of approval will have funding retracted unless approved otherwise)</i>
		If approved by late-April 2025, can the project or equipment be in the hospital and in use by November 31 <sup>st</sup> , 2025?
		If shortlisted, will you or a representative be available to present to the Foundation Board on in early April 2025?
		Have all required signatures been provided in section 4?

<b>APPLICATION DEADLINE</b>	<b>FRIDAY, February 21<sup>st</sup>, 2025 (noon)</b>
<b>Submit applications to:</b>	Sherry.loewen@fraserhealth.ca

**All required information & documents must be provided.  
 Incomplete applications will not be evaluated.**

**Note:**

- **Please remove any passwords from all documents sent with the application.**

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- If you send the application form as a PDF please also send the Word version.

## Required Information

<b>Section 1: Introduction</b>
<i>Please provide a short introduction and background about the area requesting funding.</i>
<i>Please provide a clear and concise description of the need for the project or equipment, including the goals and objectives of adding this project or equipment to RCH.</i>
<b>Section 2: Expected Impact/Benefit of the Requested Equipment</b>
<i>Has the project or equipment been identified as necessary to the redevelopment of the hospital? If yes, explain why.</i>
<i>Will the project or equipment enhance an existing project? If yes, please describe how.</i>
<i>Will the project or equipment allow a larger project to go forward that otherwise would not have proceeded?</i>
<i>How will the <b>project or equipment</b> change, for the better, the way health care is delivered at RCH, in BC and beyond?</i>
<i>How often will the project or equipment be used each month?</i>
<i>How many patients will the project or equipment treat each year?</i>
<i>How will this project or equipment impact patient outcomes?</i>

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<i>Will this project or equipment help RCH retain and recruit the best health care providers? If so, please describe how.</i>

<b>Section 3: Funding for Project or Equipment</b>
<i>Provide a detailed budget or quote in <b>Canadian dollars</b> for this project or equipment. The budget/quote <b>MUST</b> include the cost of project or equipment, taxes, delivery, installation, shipping &amp; handling if applicable. A separate document can be attached.</i>
<i>Do you have any additional funding sources (or in-kind contributions) which will help to pay for the project or equipment? I.e. partnership with external vendor or commitment from departmental staff for a fundraising initiative. Note: it is not mandatory to have an additional funding source but it is certainly welcome.</i>
<i>Does RCH have this project or equipment on site already? If so, can it be shared and still fulfill the needs of each department using the project or equipment?</i>
<i>Please provide appropriate confirmation that all renovation and operating costs for the project or equipment have been taken into account. Please also confirm that any ongoing costs have also been approved.</i>

**Additional Information** (not required but welcomed)

<i>Describe how the impact of the project or equipment will be evaluated and how this information will be disseminated.</i>
<i>Describe how having this project or equipment will allow any research and/or education components to take place.</i>
<i>Provide letters of support for this application from persons knowledgeable in the field or in a position to contribute to the program. Letters may be attached to this application.</i>

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<b>Section 4: Signatures (ALL Required)</b>	
<b>Project Administrator</b> - Provides logistics for the application i.e. order equipment, ensure deadlines are met	<b>Project Lead</b> - Main person heading the project
Name (typed):	Name (typed):
Title:	Title:
Signature:	Signature:
<b>Area / Dept Executive Director</b> - Provides approval to submit application	<b>Clinical Director</b> - Endorses & supports the application
Name (typed):	Name (typed):
Title:	Title:
Signature:	Signature:
<b>RCH Executive Director</b> - Provides approval to submit application	
Name (typed):	
Title:	
Signature:	

- In some cases, the Project Administrator and the Project Lead may be the same person.
- The Project Lead is expected to present to the Board if the application is shortlisted.

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## Funding Criteria

Eligible projects or equipment will meet the following minimum criteria:

- Project or Equipment cost that is between \$10,000 - \$300,000 CDN (must include all taxes, delivery, installation, shipping & handling, if applicable).
- Is approved for use within RCH and all operating and renovations and associated costs required are already in place.
- Must be in operation before November 31<sup>st</sup>, 2025.
- Must enhance a health care provider's ability to more safely and effectively care for their patients.
- Should represent advancement in how care is delivered.
- Replacement equipment that does not provide innovation *will not be considered*. For example, patient beds and replacement of old equipment with a newer model of the same item will not be considered.
- Equipment that meets the minimum criteria above and is currently on the RCH Capital Equipment Unfunded List will, by default, be included in the process.
- Equipment that is not on the RCH Capital Equipment Unfunded List must have approval from Capital Equipment/Planning.

Preference will be given to:

- Legacy equipment that has been identified as necessary for the redevelopment of the hospital.
- Project or Equipment that will enhance an existing project or, by supplying the first investment, ensure that a project will go forward that otherwise would not have proceeded.
- Project or Equipment that has the opportunity to change, for the better, the way health care is delivered at RCH, in BC and beyond.
- Project or Equipment that will be used often, have a high impact on patient outcomes and assist in retaining and recruiting the best staff.
- Project or Equipment that will have a high impact on patient outcome & experience.
- Project or Equipment that will provide leveraged level of impact compared to the investment.
- Proposals that demonstrate a high level of support by front line care givers.

## Time Line

Week of January 2025	Public announcement of funding
February 21 <sup>st</sup> , 2025	Application deadline
Mid March 2025	Announcement of shortlisted applications
April 4 <sup>th</sup> , 2025 TBC	Presentation to the Board and selection committee
Late April, 2025	Announcement of funding decisions
July 31 <sup>st</sup> , 2025	Deadline for purchase order confirmation to be submitted to RCHF
November 31 <sup>st</sup> , 2025	Deadline for equipment to be in use at RCH