



River Valley Health Foundation Grant Application & Guidelines

River Valley Health Foundation Mission Statement

The Mission of this Corporation is to improve the health and well-being of the residents of the Ohio Valley. The Corporation provides funding in support of health education for members of the community and healthcare professionals in the communities of Wheeling, West Virginia, Martins Ferry, Ohio, St. Clairsville, Ohio and the following counties: Brooke, Ohio, Marshall and Wetzel in West Virginia and Belmont, Jefferson, Monroe, Guernsey and Harrison in Ohio. It also provides funds for medical care for children, the elderly, the indigent, and others in need.

Procedures and Policies

This guide is designed to assist applicants with the application process.

Application Deadline	Funding Determination
November 2, 2020	December 15, 2020

Applications will be accepted until 5 p.m. on the due date. If applications are incomplete or late they will not be considered for funding.

Grant applications are encouraged to be submitted via email: cynthia@rivervalleyhf.org. However, applications may be hand-delivered or mailed to River Valley Health Foundation, c/o Cynthia Morrison, 1226 Chapline Street, Wheeling, WV 26003.

One grant application per organization may be submitted within a 12-month period, with the exception of those recent COVID-related grant applications. Therefore, if you applied and/or received a COVID-related emergency grant from River Valley Health Foundation during 2020, you are eligible to apply during this November 2, 2020 grant application process. Applicants will be notified directly should there be any other exception.

Timeline: Once proposals are received, an email confirmation will be sent. Those meeting the criteria are then subject to further study and investigation by the Board. This may include site visits, meetings in the Foundation's office, and/or a request for further information.

The review process can last up to 45 days, so applicants should keep this in mind when proposing projects with sensitive timeline issues.

Grant recipients are expected to comply with all the conditions set forth in the grant award letter. These will include the need for a press release, timely program reports, and detailed measurable outcomes. Furthermore, grant projects may be evaluated by RVHF grant committee members during the grant year to determine compliance and anticipated outcomes.

What we fund

Special emphasis is placed on, but not restricted to, programs providing the following services among the neediest populations:

- **Vulnerable children, at-risk elderly, and indigent population**
 - Education regarding health care and nutrition
 - Health care screenings
 - Food insecurity
 - Providing primary healthcare
 - Providing primary dental care
 - COVID-related health needs

Who May Apply

Grants are restricted to organizations serving the communities and residents of the following counties: Brooke, Ohio, Marshall and Wetzel in West Virginia and Belmont, Jefferson, Monroe, Guernsey and Harrison in Ohio.

Priority is given to programs providing direct health care and education.

Grants are limited to organizations that are identified as tax-exempt under section 501(c)(3) of the Internal Revenue Code and that are identified as public charities. No request will be considered without a photocopy of the organization's most recent IRS determination letter included in the application.

The Foundation has identified projects it does not fund. These include but are not limited to the following:

- Contain a condition that requires any action on the part of RVHF that is unacceptable to the board
- Contain a condition that the proceeds will be spent by the organization for the personal benefit of a named individual or individuals
- Require the organization and its administration to employ a specified person now or at a future date
- Inhibit the organization from seeking gifts from other donors
- Expose the organization to adverse publicity, litigation, or other liabilities
- Require undue expenditures, or involve the organization in unexpected responsibilities because of their source, conditions, or purpose



- Involve unlawful discrimination based upon race, religion, gender, sexual orientation, age, national origin, color, disability, or any other basis prohibited by federal, state, and local laws.



River Valley Health Foundation Grant Application

Organization Information

NAME OF ORGANIZATION _____

Address: _____

Phone: _____ Fax: _____

E-Mail: _____ Website: _____

Tax-Exempt ID: _____

Executive Director: _____

Current Board President: _____

Primary Contact: _____ Title: _____

Phone: _____ E-mail: _____

Grant Request Information

1. Please provide a brief profile of your organization.
2. Please provide the name of your program or project.
3. Please provide a brief description of the project.
4. Please provide the amount of funding you are requesting.
5. Please provide the total program/project budget.
6. List and explain how grant funds will be utilized. Be sure to include any in-kind or match that will be provided.
7. What are the project's goals and expected outcomes?
8. What are the major activities that will achieve the project's goals?
9. Is this a new or continuing project? Please explain.
10. What is the duration of the grant being requested?
11. What is the organization's annual budget?

- 12. When does your organization's fiscal year end?**
- 13. What is your organization's mission?**
- 14. Please summarize the proposal and how it fits with the RVHF's mission and grantmaking priorities.**
- 15. Have you previously applied to the RVHF for a grant? If so, when and please provide a brief description of the funding you were requesting.**
- 16. If other organizations are collaborating on this project, please provide a description of the collaboration.**
- 17. Have you requested and/or received funding from another organization or foundation for this project?**
- 18. Do you envision this project as a continuing long-term project with future financial needs? If yes, how do you plan to fund it in the future?**
- 19. Please list the project's target population, constituents, and geographic communities.**

Required Attachments

1. Copy of the Organization's IRS Determination Letter
2. Most recent IRS Form 990
3. List of the Organization's Board of Trustees
4. The Organization's Annual Operating Budget
5. A signature by the organization's president or director approving the application.

