

Grant Program for Chapter Innovation

Purpose: The purpose of this program is to foster chapter innovation in the development and delivery of new¹ programs, products, and services or new methods of delivery that add value for ACHE affiliates. Priority will be given to funding projects that:

- demonstrate new ways to provide Category I (face-to-face) education distributed throughout the chapter in convenient locations that afford affiliates with close-to-home professional development options;
- involve new ACHE affiliates in chapter activities to increase loyalty and engagement and reduce attrition; or
- involve early careerists in professional development activities to foster career success and increase commitment to ACHE.

Challenges: Some chapters are reluctant to experiment with new approaches to serving the needs of their affiliates due to the cost involved and the potential financial risks of failure. Also some chapters have been reluctant to offer service outside of their traditional geographic service locations. In addition, some chapter innovations are not widely reported and other chapters are not able to learn from the experience of other chapters. This program addresses these challenges by reducing the financial risks associated with a new program and by requiring grant recipients to prepare a written report and presentation on their funded project. ACHE will make the written report available to other chapters.

Eligibility: To be eligible to receive a grant, a chapter must:

- Be current with the reporting requirements of the chapter agreement (Exhibit C, Criterion #14);
- Agree to provide written progress reports by March 31 and June 30 of 2012;
- Agree to complete the project by August 30, 2012;
- Agree to prepare a written report within 30 days of the project's completion and present at the 2012 Chapter Leaders Conference on what was learned in implementing the project.

Availability: ACHE will award no more than 5 grants of up to \$3,000 by December 15, 2011. ACHE reserves the right to award more grants for lesser amounts, at its sole discretion.

¹ New should be taken to mean new to the chapter.

Application: Any eligible chapter may apply by submitting a grant request in the required application format by November 18, 2011. **Chapters may only submit one application for a single project.** Applicants will be informed of ACHE's decision by December 15, 2011.

Criteria: Chapter proposals will be reviewed and decisions will be made by a confidential review panel. The criteria considered by the panel are:

- How well does the proposal address the priorities identified for this program?
- What benefits will be realized by ACHE affiliates and the chapter as a result of the proposed project?
- How realistic is the plan and the budget for the proposed project?
- How likely is the proposed project to be replicated by other chapters?

Format requirements:

- The chapter's application must be submitted using the attached application form. A Word® version of the application can be obtained from ACHE.
- The chapter's application must address all items in the application.
 - Type the chapter response into the text box following each question. The text box will expand as needed to accommodate your answer.
- The application may be no longer than 4 pages, single spaced, in 12 pt font or larger, including the cover sheet. Do not bind the proposal and do not include attachments.
- The application must be received by ACHE by close of business on November 21, 2010. ACHE will confirm receipt of all applications so if you have not received confirmation by the application deadline, please contact ACHE immediately. Please send your proposal to:

Thom D. Freyer, FACHE, CAE
Vice President, Regional Services
American College of Healthcare Executives
1 N. Franklin, Suite 1700
Chicago, IL 60606
tfreyer@ache.org

Chapter Innovation Grant Application

Chapter Name:			
Contact Name:			
Contact Phone:		Contact e-mail:	
Contact Address:			
Amount Requested:			
Agreements:	<p>The chapter agrees to:</p> <ul style="list-style-type: none"> • complete the project by August 30, 2012; • prepare a written report within 30 days of the project's completion on what was learned in implementing the project; and • present at the 2012 Chapter Leaders Conference on what was learned in implementing the project. 		

1. Project Purpose

- a. What is the purpose of the project? How does it add value for ACHE affiliates?

What need or problem does the project address?

- b. Why has the chapter not implemented this project before? What is new about this project?

- c. What benefit will the chapter gain from this project?

2. Project Scope and Operation

- a. What ACHE affiliates will be served by this project?

- b. What benefits will the affiliates receive from the chapter as a result of this project?

- c. What individual or chapter committee will be accountable for conducting the project?

- d. What is the schedule and work plan for the project?

- e. What is the project budget? Please describe the total cost of the project broken down into relevant categories and describe all sources of funding and/or in kind contributions that are expected.

3. Program Continuation

- a. How will the chapter decide whether to continue the program after the project is completed?