



Dr. John Wade Patient Safety Initiatives Grant - Request for Applications

The Manitoba Institute for Patient Safety (MIPS) is an independent, non-profit organization.

The Institute's role is to promote patient safety in Manitoba. For more information on the Manitoba Institute for Patient Safety and our activities, go to www.mips.ca.

The Dr. John Wade Patient Safety Initiatives Grant is open to any interested person or organization who meets the application criteria and eligibility list.

Terms and Criteria

A. Terms:

1. Applications are welcomed from the following Manitobans
 - Individuals
 - MIPS' member organizations
 - Secondary schools, colleges and post-secondary organizations
 - Community-based organizations
2. Applicants can submit **up to three (3) different applications.**
3. Total funds available for the grant are \$7,500.00 and this may be divided into a grant for more than one person/group/organization. Each applicant is eligible for only one grant.
4. Grant applications can vary in amount sought.
5. Funds must be used by May 15th of the grant cycle.
6. Grant applications that are dependent on funds and/or resources from other organizations must have these additional funds and/or resources approved in writing.
7. The grant will span from December to May each year.
8. Application forms are found on page 3 and at [Dr. John Wade Patient Safety Initiatives Grant](#).
9. **Electronic** application proposals must be received at the MIPS office by **Monday, November 3, 2014 at noon.** Send electronic copies to admin@mips.ca.
E-mail Subject Line: **Dr. John Wade Patient Safety Initiatives Grant Application**
10. The applicant may be asked to attend an **interview** with the selection committee as part of the submission review process.
11. If any portion of the grant is used for individual income, the individual will be subject to Canada Revenue Agency taxation regulations.

PREMIER MEMBERS



12. MIPS makes no claim to products or intellectual property developed through the grant, but reserves the right to apply MIPS branding to products generated.
13. A final report that includes the project purpose, target audience, project outcomes, key activities, timelines, methods, any partners, how the funds were used and receipts/invoices are due by May 15, 2015.
14. MIPS will share the project outcomes with its members and the public through communication vehicles such as MIPS website, Member Updates, the Annual Report and the MIPS Annual General Meeting
15. The grant may **not** be awarded every year.
16. A letter including the expectations for documenting and verifying expenditures will be sent to all successful grant recipients.
17. Grant recipients will acknowledge the Manitoba Institute for Patient Safety in all forms including publications/presentations/materials
18. Successful applicants may be asked to present on their initiative at a future MIPS meeting.
19. Applicants, who are minors at the time of application, must have an adult sponsor identified who indicates, in writing, that they support the project and will administer the grant funds.
20. Applicants who plan to use in-kind resources of an organization must include written support of the organization's senior leader with the application.

B. Criteria:

Proposals will be evaluated based on the following criteria.

1. The proposed project is creative/ innovative.
2. The proposal contributes to safety in healthcare.
3. The proposal contributes to growth of patient safety culture in Manitoba.
4. The proposal raises public awareness and knowledge about patient safety and public involvement.
5. The proposal increases public knowledge about specific patient safety practices e.g. medication safety, hand hygiene, advocating for self or friend or family member, patient and family involvement.
6. The proposal increases the knowledge of healthcare providers about specific patient safety practices e.g. patient and family involvement.
7. The potential number of target audience (people) reached.
8. The potential return on investment – What are the benefits versus the costs?
9. The proposal can be completed within the specified timelines (December to May).



**Dr. John Wade Patient Safety Initiatives Grant
2014 Application Form**

Date:

Applicant Name(s):

Organization (if applicable):

Address:

Phone number:

Email address:

Title of Project:

If under 18 years old,

I, the undersigned, (please mark with an X)

___ approve this application.

___ will handle the administration of the grant funds.

Signature _____ **Date** _____

Position _____

Describe each of these components (1000 words max.):

- 1. The project purpose – What do you hope to achieve?**
- 2. Who is your target audience?**
- 3. Why is this project important? How will it affect patient safety?**
- 4. Project outline – What will you do (key activities), when (timelines), how (methods), and who will be involved (partners)?**
- 5. Evaluation – How will you know if you achieve your project outcomes (purpose)?**
- 6. Budget – Details about how will the funds be used**
- 7. Who will administer the budget?**