VOLUNTEER COUNCIL

GRANT GUIDELINES

Funding will support the Patient & Family Centered Care approach to health care as outlined in “Carolina Care,” and meet the following guidelines:

1. Project initiative must have objective, measurable results with supporting data.
2. Grant approval is for “start-up” projects, or “one time only funding;” sustaining funds must be sought through departmental budgeting process or other sources.
3. Capital expenses must initially be submitted through the departmental budget.
4. A Follow-Up Report on how the funds were used to benefit the hospital, staff, patients, or families must be submitted to the council within 90 days of project completion.

Application Instructions:
1. Complete the application (Form G-2) for grants over $100.00. *
2. For grants over $500, please include estimates from multiple vendors and any additional supporting information.
3. Submit your completed application to the council: https://www.uncmedicalcenter.org/uncmc/support/volunteer-services/helpful-links/ and linda.bowles@unchealth.unc.edu by the corresponding submission date.
4. You will receive an email regarding the council’s decision.

Payment Procedures (if approved):
1. It is recommended that when possible, purchases be made through our own “Cranberry Corner”, “Butterfly Boutique”, or “Gift Gallery” gift shops.
2. Submit the Reimbursement Form (G-3) to: linda.bowles@unchealth.unc.edu for either personal reimbursement (attach receipts), or vendor payment (attach invoices).
3. Approved funds are available for only 90 days after the date of approval.

Form # Usage
G-1 Grant Guidelines
G-2 Grant Application
G-3 Reimbursement Form
G-4(A) Grant Approval
G-4(B) Unable to Approve
G-5 Follow-Up Report

*For grants under $100, please contact the Director of Volunteer Services: lindabowles@unchealth.unc.edu