



University of Iowa Health Care Volunteer Services Request for Funds Application Guidelines

About Funds from Volunteer Services

Proceeds from Volunteer Services are raised in many ways by UIHC volunteers. Since Volunteer Services began in 1972, volunteers have contributed millions of dollars in support of programs and projects benefiting our patients and their families. Funds come from Volunteer Services-sponsored businesses such as Wild Rose Gifts, Kaleidoscope Gift Shop, Four Floor Salon, and the Rooftop Cafe. In addition to our sponsored businesses, we hold a variety of special events and sales.

Request for Funds Applications

Applications are accepted each year between September 15 - November 1. Each November, applications are reviewed by the Volunteer Services Contributions & Donations (C&D) committee and awards are announced in December. Throughout the year, the C&D committee may agree to review off-cycle requests if they meet the following criteria:

- Requests are under \$2,500 and are indicated as urgent and/or time-sensitive OR
- Requests are under \$500 and clearly follow the priority funding guidelines

Request for Funds Priority Funding Guidelines

- Applications must be complete, including the appropriate signature(s), to be considered by the C&D committee
- Use of funds must directly benefit patients and/or their families at UI Hospitals & Clinics and/or UI Stead Family Children's Hospital
- Requests that have a house-wide, positive impact on the patient and family experience are desired
- Requests that use a collaborative approach to reduce service fragmentation or duplication, enhance, streamline or integrate services, or achieve better outcomes are desired
- All else equal, special consideration is given to areas utilizing volunteers
- Funds will not be granted for budgetary items such as routine equipment or staff support, patient care, research, or continuing staff education
- Funds should only be requested when appropriate sources of funding are not available or sufficient to fully fund a project or program
- Partial or full funding may be requested

Examples of previously funded programs can be found on our website.

Review Process

Each November, applications are reviewed by the C&D committee. This committee includes the Chair, Chair-elect, and Past Chair of the Volunteer Services Advisory Board (VSAB). The Director of Volunteer Services and a Nursing Administration representative serve as ad hoc members. After careful review of completed applications, the committee makes funding recommendations to the VSAB, who give final approval.

Contact

If you have questions about the Request for Funds application, please contact Jean Reed, Director of Volunteer Services, at 319-356-1241 or via email. at jean-reed@uiowa.edu.

***And remember...every time you should at a Volunteer Services-sponsored business, you support programs and projects that directly benefit our patients and their families!
Our customers are the BEST and we are grateful for your loyal support.***