



### 1. How much money is available for grants as part of the IHCAM Formation & Development Fund?

IHCAM will make up to \$10,000 available annually to fund CEO, staff, or volunteer education and formation opportunities. The maximum grant allowed per person is \$1,000 per year, including any travel expenses. Exceptions can be made by IHCAM at its sole discretion.

### 2. What are the criteria for funding requests?

IHCAM will provide funding opportunities that are aligned with some or all the following:

Support is available for education and formation opportunities by current IHCAM members that are aligned with some or all the following:

- Education, formation or training designed to enhance the person's knowledge, understanding, and/or relationship with elements of spiritual purpose, ethical reflection, meeting unmet needs, excellence and sustainability.
- Programs and/or training opportunities designed to deepen understanding and practice of IHCAM's core values
  - Caring of body, mind and spirit
  - Promoting faith and cultural communities
  - Serving others in the belief that life is sacred
  - Responding to the needs of the marginalized-
  - Working in partnership with others
- Recognized best practices in board governance;
- Learning opportunities focused on the services provided by the facility, and/or trends and emerging future state of the industry;

IHCAM will give preference to educational development and formation initiatives that:

- Provide new learning opportunities for individuals working in and with IHCAM holistic health and social service facilities;
- Provide an opportunity for knowledge transfer to the whole of the facility's board and/or staff;
- Leverage funding from IHCAM member sources.

### 3. What is the difference between educational development and formation?

Formation is often confused with leadership development. Leadership development most often focuses on knowledge, skills and competencies as well as the external environment. Leadership formation concentrates on internal dispositions, values, motivation, mission and the spiritual dimension of the person.

Formation broadens what we see. Formation programs should offer a powerful personal experience, enabling participants to gain a broader perspective or viewpoint on both their role as a Director and their personal lives, and to develop a deeper sense of personal purpose and calling. Formation deepens what we seek. Central to the formation experience is the opportunity to reflect on the legacy of faith-based health care and the mission of the local organization. Who are we? Why do we do this work? What drives our actions? As such, formation is integral to effective mission integration.



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#### **4. How do I apply for funding through the new Development & Formation Fund?**

IHCAM members will submit their request by May 1<sup>st</sup>, as part of their annual development plan for Individuals or board members within their organizations who wish to apply for funding. IHCAM's Executive Committee will review all requests and grant approvals within 30 days.

All requests will be submitted in writing, and must include a very brief description of:

- The education and formation opportunity;
- The costs associated with the opportunity;
- The benefit for the person and/or organization;
- Expected outcomes and transfer of knowledge to others within your facility or community.

Please send requests to IHCAM via e-mail at: [jtmaynard@cham.mb.ca](mailto:jtmaynard@cham.mb.ca)

#### **5. Who determines the funding allocation?**

IHCAM's Executive Committee will provide oversight of all funding allocation and distribution to ensure accountability and transparency. Funds are allocated at the discretion of IHCAM and need not be fully allocated each year. Surplus funds will be carried over to the following year. All decisions by the committee will be final and made at IHCAM's sole discretion.

#### **6. What if a training opportunity comes up during the year, after the regular application deadline?**

We appreciate that new, and time-sensitive, opportunities may arise during the year outside the regular application deadline. In that event, requests will be submitted no less than 6 weeks prior to the education/training opportunity. IHCAM will make every effort to provide a timely response.

#### **7. Do I have to report on my formation or education opportunity?**

To ensure that we are accountable for the funds awarded, grant recipients are expected to fill out an evaluation no later than 3 months after the funded educational or formation opportunity. The evaluation includes: description of event/training, one to three key learning outcomes, and whether the grant recipient would recommend this education/training opportunity to others.