



# Sinai Medical Staff Foundation

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## Application Guidelines and Procedures

### **Sinai Medical Staff Foundation Mission**

The mission of the Sinai Medical Staff Foundation is to honor the commitment and continue the legacy of the former Sinai Hospital of Detroit's physicians. Through its grants, we will work toward Tikkun Olam (repairing the world) by enhancing health care to vulnerable and other populations in our SE Michigan community. The Foundation strives to facilitate programs that promote health through education to individuals and providers, reduce health risks, enhance healthcare access and delivery, and conduct meaningful clinical medical research.

### **History of the Fund**

The Sinai Medical Staff Foundation (SMSF) was founded by physicians from Sinai Hospital in Detroit, Michigan. Throughout Sinai Hospital's history, about fifteen percent of its patients were indigent. The doctors decided early on that they would not keep the monies paid to them by the government for the care of these patients. Instead, they donated the money to the Sinai Hospital Education Corporation which used the money to educate interns and residents and for medical research. When Sinai was sold to the Detroit Medical Center in 1997, the Education Corporation disassociated itself from the hospital and became an independent corporation. In June of 2000, the organization became the Sinai Medical Staff Foundation and over the past 20+ years has provided grants to medical institutions, scholarship funds, and patient-support programs.

### **Focus Areas**

SMSF allots \$250,000/year. The Foundation awards grants generally ranging between \$5,000 and \$30,000 to organizations in Southeast Michigan that address one of the following focus areas:

#### **1. HEALTH EDUCATION**

- Learning experiences designed to help individuals and communities improve their health by increasing their knowledge and/or influencing their attitudes and skills to adopt healthy behaviors.
- Learning experiences designed to enable health care providers to enhance their skills and knowledge.

#### **2. PREVENTIVE MEDICINE**

Programs to enhance preventive health care services that reduce the risk for diseases, disabilities, and death.

#### **3. ACCESS TO TREATMENT**

Programs that achieve the best health outcomes by enhancing access and removing barriers to healthcare, improving the timely use of health services, and achieving equity across all patients.



#### **4. CLINICAL MEDICAL RESEARCH**

Clinical medical research or basic research with a clinical component that focuses on the direct application of knowledge to improve effective, efficient, equitable, safe, patient-centered, and timely delivery of care.

#### **5. MEDICAL EQUIPMENT**

Medical equipment/supplies that enhance delivery of health care services at medical facilities.

Priority will be given to projects that:

- Address vulnerable communities
- Are new, innovative, or pilot programs
- Demonstrate significant community or organizational impact or expand organizational capacity
- Demonstrate that it is investing in the project from its own financial and fundraising resources
- Present measurable objectives which can be evaluated
- With the exception of medical research, have a defined plan for sustaining the specific program after the grant period ends

The Foundation does not accept applications for the following:

1. Grants to individuals or organizations established for profit
2. Loans to individuals
3. Endowments
4. Grants for brick and mortar
5. Grant to support religious activities or political advocacy
6. Annual Fund drives
7. Past operating deficits
8. Grants that serve people or facilities beyond Southeast Michigan

Grants are generally approved for 1 year with a maximum commitment of 3 years, based upon performance.

To qualify for a grant, the organization must be recognized as tax exempt under section 501(c)3 of the Internal Revenue Code.

#### **Application Process**

**Instructions:** Please title your application submission “[Your Organization’s Name] - SMSF - MONTH/YEAR” when submitting. Email completed applications in Word format to [grants@jewishdetroit.org](mailto:grants@jewishdetroit.org) with the subject line “SMSF – [Your Organization]”.

**Application Deadline:** 1<sup>st</sup> week of July for Fall cycle; 1<sup>st</sup> week of January for Spring cycle

**Required Attachments:** SMSF Budget Form, organizational budget, IRS Letter of Determination



The Board will meet in mid-September/mid-March to review applications, after which the Board may seek follow-up information to better understand applicants' projects and aid the decision-making process. As part of their deliberations, a scheduled presentation at a Board meeting or a site visit with a small delegation of Board members may be requested.

**Awards Notification:** December for Fall cycle; June for Spring cycle

**Reporting:** Grantees must submit a final report within one year of the grant award. If grantees seek consecutive years of funding, interim progress reports must be submitted within nine (9) months of the grant award (Sept. 1 for a Fall award, March 1 for a Spring award).



# Grant Application

Complete all sections. Send application along with the SMSF Budget Form, organizational budget, and IRS Letter of Determination to [grants@jewishdetroit.org](mailto:grants@jewishdetroit.org).

**Applicant  
Organization**

**Program  
Name**

**Grant Request**

\$

**Total Program  
Budget**

\$

**Number of years of funding requested**

**Purpose of the Program**

*1-3 Sentence Summary*

**List Previous SMSF Funding  
(Include month, year,  
amount, and purpose)**

**Program Area  
(Check one)**

- ☐ Health Education
- ☐ Preventive Medicine
- ☐ Access to Treatment
- ☐ Clinical Medical Research
- ☐ Medical Equipment

**Organization  
Address**

**Website**

**Main Contact**

**Title**

**CEO /  
Exec. Dir.**

**Board Chair /  
President**

**Phone**

**Email**

**Affirm that the applicant is a 501(c)3 and include the  
IRS Determination Letter with the proposal**



## **A. Organizational Mission**

*Provide a brief history and overview of the organization, its work, and the population(s) it serves.*

## **B. Program**

*Explain the purpose of the project/program to be funded. What need will it address?*

## **C. Impact**

*Describe the project's impact on your organization and/or target audience and the size of the target audience.*

## **D. Type of Program**

*Is this a new, innovative, or pilot program, an expansion of an existing/ongoing program, or a clinical research program?*

## **E. Implementation**

*Describe the project activities and timeframe in detail. Indicate whether your organization possesses or will need more capacity (i.e. staffing, resources) to execute the project/program.*



## **F. Sustainability**

*How will the project and its impact/benefits be sustained after the grant period? Will the project use funds from other sources? If so, from whom? (Please note these other sources in the SMSF Budget Form)*

## **G. Evaluation**

*Describe the metrics you will use to measure success.*

## **H. Recognition**

*Describe how SMSF's funding support would be recognized.*

*Please contact Marianne Bloomberg, Grants Administrator, with any questions at 248-642-4611 or [bloomberg@jewishdetroit.org](mailto:bloomberg@jewishdetroit.org)*