



Tim Schultz Education Grant Guidelines

About Langley Memorial Hospital Foundation

Langley Memorial Hospital Foundation (LMHF) helps donors fulfil their wish to enable local health care improvements that support better health outcomes and benefit everyone in the community. We work with Langley Memorial Hospital (LMH) and Langley Health Services (LHS) to provide funds to purchase vital medical equipment, fund clinical education programs to advance treatment and patient comfort and special projects like the planned expansion of the Emergency Department.

Our Vision

We will have the resources to meet Langley's health needs.

Our Mission

To inspire partnerships and giving that improves the health of Langley. We believe that healthy people enjoy life and make a difference in their community.

About Tim Schultz

Tim Schultz was an x-ray technologist in the Medical Imaging Department at Langley Memorial Hospital from 1993 - 2018. Not long after his retirement, Tim suffered a brain aneurysm and passed away on April 30, 2019.

Tim had a tremendous impact on our hospital. He was an incredible positive person and always showed great care towards his patients and his work colleagues. Every day, it took him 20 minutes to leave work because he chatted with everyone on his way out the door - everyone was "buddy" to Tim. He was a leader in so many ways - in his family, his church and at his work. For many years, he organized the annual LMH Softball Tournament, getting local business to donate prizes, recruiting volunteers, planning the food and beverages. Langley Memorial Hospital Foundation felt it was so important to honour Tim's memory and his contributions to our hospital.

About the Grant Fund

Thanks to generous donations made in Tim's memory, LMHF has created the Tim Schultz Education Grant, providing an annual grant of up to \$500 to allow hospital staff access to innovative learning and research opportunities. Ongoing clinical education helps staff enhance their skills and keeps them on the leading edge of change.

LMHF truly values the commitment our donors have shown to supporting the health, well-being and quality of life for all Langley residents.

Tim would be proud of the legacy his name is creating for his hospital and community.

The panel is comprised of:

- The Medical Imaging Site Coordinator; and
- The LMHF Executive Director
- A member, or representative, of the Schultz family

Grant Criteria

Grant Available: Up to \$500

Grant Disbursement: Annually

Application Deadline: December 31

Requests for grant funding should be separate from Fraser Health's capital and operational budgets; all requests will require approval in principle by the applicant's site supervisor.

The criteria for grant requests include feasibility, quality, and anticipated outcomes as well as the anticipated impact and/or benefit to clinical staff and patients.

Approved costs must be related to delivery of training/education for LMH staff and must not include salary, travel, or lodging costs.

Successful grant requests must be compatible with the mission of LMHF and must clearly demonstrate a benefit to patients, families, and staff.

Applications will be accepted from staff who work full or part time at Langley Memorial Hospital.

Application Procedure

Forms are available through the LMHF website, www.lmhfoundation.com or can be requested via email from info@lmhfoundation.com.

Applications must be submitted to LMHF by December 31 of each year. Once the application is completed and approved by the Site Supervisor, it can be submitted directly to the LMHF office.

Applications will be reviewed by the Grant Review Panel to recommend a successful applicant. Applications will be reviewed annually in September and all applicants will be advised by LMHF of the outcome of that review. Application funding is at the discretion of LMHF. Applicants agree and accept that recommendations made by the Grant Review Panel, and the decision of the LMHF Board of Directors are final.

Responsibility of Fund Recipients

Funding is granted on the basis of the grant application submitted. Successful recipient(s) are expected to pursue the education opportunity, as stated in the approved grant application, with the amount granted.

Each grant recipient is required to file a report within three months of completion of the educational opportunity funded, or within six months of receiving funds (whichever is appropriate). The report should detail the learning outcomes of the education opportunity, how the grant recipient has benefited, and the impact on patient care.

The grant recipient(s) must advise LMHF in writing in the event that a variation of the approved use of funds is necessary. In cases of undisclosed changes that occurred after the grant has been awarded, LMHF reserves the right to request reimbursement of the full grant amount.

Funding will be provided in the form of a cheque, presented to the successful applicant(s). The grant recipient(s) will be required to attend an award presentation to receive the cheque.