**Ada County Medical Society Foundation Grant Funding Priorities**

The ACMS Foundation was created in 2010 to improve public health, promote physician leadership and well-being, and expand medical education in Idaho. Priority will be given to applications:

* Which promote physician well-being, work-life balance, and leadership
* Which provide direct health services and/or health education to Idahoans
* Which advance Idaho health professions education

**Criteria for Awarding Grants**

The guidelines below will be considered in awarding ACMS Foundation grants:

1. Charitable tax-exempt status: Only organizations designated as a 501c3 tax-exempt organization (under IRS Code Section 170), government agency, or public education institution qualify.
2. Governance: Organizations must operate under a board governed by written articles of incorporation and bylaws that define the applicant’s purpose, membership, management, and operation.
3. Locally Based Services: Organizations must maintain a physical presence located in Idaho, with preference given to those operating in Ada and Elmore Counties. Organizations must provide direct health services, screening, education, or support for residents of Idaho, with a preference to those living in Ada and Elmore Counties.
4. ACMS Member Involvement: Funding applications must be sponsored by an Idaho licensed physician currently involved in the program as a volunteer, medical director, or staff, and this physician must be an active dues-payingmember of Ada County Medical Society.
5. Program Performance: Organizations must demonstrate effective program performance, financial responsibility, and accountability. Successful grantees will report program accomplishments to the Foundation within 12 months of funding. Failure to update the foundation may result in the loss of opportunity to apply for future funding.

The ACMS Foundation board meets every other month. In order to provide enough notice of funding, grant applicants should apply at least 2 months in advance of funding for proper Foundation consideration.

Please submit requested information on the following page, along with any supporting material to

ACMS Foundation

305 W Jefferson Street

Boise ID 83702

or via email to: [director@adamedicalsociety.org](mailto:director@adamedicalsociety.org)

Questions may be asked of the Executive Director at (208) 336-2930.

**Grant Application Questions**

**Please provide the following information in a single document. Supplementary material may be attached.**

1. Name of Charitable Tax-Exempt Organization
2. What is your organization's mission statement and description of activities that meet the ACMS Foundation grant funding priorities? What is your “big win” outcome hoped for because of your organization’s activities?
3. What is your service target area and physical address?
4. Key representative applying for funds and contact information.
5. An active ACMS member involved in your organization and serving as a sponsor of the application.
6. A list of any other active ACMS members involved in your organization.
7. A list of your current board members.
8. Requested grant amount.
9. Will the funds be used as part of general fundraising or for a specific cause?
   1. If the funds are for an event, what is the date of the event, what is your deadline for a financial commitment, and what non-deductible goods/services are being provided in exchange for funds?
10. Budget
    1. If general funds are sought, please provide an organizational income and expense budget by major categories.
    2. If project funds are sought, please provide a project-specific income and expense budget by major categories.
    3. If event support is sought, please provide an event-specific income and expense budget and how much of the income budget the event represents.
    4. All budgets should be in cash only and not include any estimated in-kind income/expenses.