



## **Screening Programs Community Grants Fund**

### ***About the BC Cancer Agency's Screening Programs***

The BC Cancer Agency operates two population-based screening programs – the Cervical Cancer Screening Program and the Screening Mammography Program of BC.

The Screening Mammography Program (SMP) provides free screening mammograms (breast x-rays) to BC women ages 40 to 79 without a doctor's referral. The goal of the program is to reduce the death rates from breast cancer through early detection.

The Cervical Cancer Screening Program (CCSP) has reduced the incidence and mortality of cervical cancer in BC. Regular Pap tests can detect pre-cancerous abnormalities of the cervix, and early diagnosis and treatment can prevent cancer from developing.

The Screening Programs are working to increase the number of women who have these life-saving tests on a regular basis. Dedicated groups of people working in communities throughout the province are essential to achieving this objective. The Community Grants Fund is available for not-for-profit community groups in need of resources to initiate strategies that facilitate women's use of cancer screening services.

### ***About Health Promotion***

Health promotion is the process of enabling people to increase control over, and to improve, their health. Among its aims are to:

- Ensure equal opportunities and resources to all people
- Adapt strategies to local needs with respect for difference
- Identify obstacles and ways of removing them
- Empower communities with ownership and control their own endeavours and destinies
- Draw on existing human and material resources in the community



## **Community Grants Fund**

### **Goals**

- To build awareness and knowledge of breast and cervical cancer screening in BC
- To enhance women's capacity to participate in breast and cervical cancer screening in BC

### **Objectives**

To support activities of community groups that increase participation in cervical and/or breast cancer screening among women who may not otherwise access these services.

**CCSP** aims to increase number of Pap smears from women ages 18-69 who:

- Have never had a Pap test
- Have not had a Pap test in the past 2 years

**SMP** aims to increase number of exams with women ages 50-69 who:

- Have never had a mammogram
- Have not had a mammogram in more than 2 years

### **Guiding Principles**

These seed grants are small, one-time-only funding opportunities that encourage and support efforts to increase participation in cervical and breast cancer screening in communities throughout our province. Seed grants support local and regional groups to undertake activities and processes that integrate cancer screening into everyday thinking and practice in their communities.

Preference will be given to projects that:

- Involve other sources of funding through partnerships
- Demonstrate sustainability through long-term community involvement and ownership
- Show potential as a proof-of-concept for future proposals for funding from other agencies

### **Eligibility**

#### **Who can apply?**

- Not-for-profit community groups and organizations
- Boards of education, schools, post-secondary institutions
- Hospitals, public health units and health care providers, when:
  - working in partnership with a not-for-profit community group/organization and/or
  - proposing projects that fall outside normal service delivery mandates and ongoing operations

#### **How much funding is available?**

- Up to \$10,000 per project
- Contact the Screening Programs to discuss any project ideas expected to cost more than \$10,000



**Projects may include:**

- Transportation, daycare, meals, etc., if expected to address a key barrier to women's participation in screening.
- Expenses necessary for holding educational workshops, clinics and/or meetings.

**Projects may not include:**

- Wages for health care providers.
- Medical supplies and equipment for performing the screening exams.

**Project length:**

- From an hour- or day-long event, up to a year-long initiative.

**Application process**

Please complete and submit the [application for funding](#) by **January 15** or **June 15** for the review process.

Submit applications by e-mail to [ccsp@bccancer.bc.ca](mailto:ccsp@bccancer.bc.ca) or by letter mail to:

BC Cancer Agency  
801 – 686 W Broadway Vancouver, BC V5Z 1G1  
Attention: Anne McCulloch

**Grant categories**

Funded projects will fall under one of the following categories:

1. **Rural** (*cervical and breast*): open to groups working with women located outside B.C.'s major cities (Metro Vancouver, Kelowna, Kamloops, Victoria and Prince George).
2. **Urban** (*cervical*): open to groups working with women located inside B.C.'s major cities (Metro Vancouver, Kelowna, Kamloops, Victoria and Prince George).
3. **Youth-focused** (*cervical*): open to groups working with girls and young women up to age 29.
4. **Multicultural** (*cervical and breast*): open to groups working with immigrant or refugee women, or women whose first language is not English.
5. **Aboriginal** (*cervical and breast*): open to groups working with women who self-identify as being of Aboriginal heritage, whether First Nations or Metis, on-reserve or off-reserve.
6. **Low-income** (*cervical and breast*): open to groups working with women whose family income is below the low-income cut-off (more than 63 per cent of after-tax income is spent on food, shelter and clothing).
7. **Clinic** (*cervical*): open to any health care provider who submits Pap smears to the Cervical Cancer Screening Laboratory.
8. **On the web** (*cervical*): open to any group of youth (up to age 29) with an idea for a digital project to educate youth throughout the province about Pap tests.



### **Review process**

A committee of the BC Cancer Agency Screening Programs will assess the applications based on the goals, objectives and guiding principles of the Community Grants Fund. Please see the [application assessment criteria](#) at the end of this document.

### **Reporting requirements and transfer of funds**

All funded projects will be required to submit the following documentation:

1. Implementation plan, detailed budget and invoice (*required for first transfer of funds – 75% of project budget*)
2. Evaluation report and invoice (*due within 2 months of completing the project, required for second transfer of funds – up to 25% of project budget*)

### **Timeline**

#### **January**

Submission deadline: January 15

Announcement: January 30

#### **June**

Submission deadline: June 15

Announcement: June 30

### **Contacts**

Please feel free to contact us to discuss your project idea or to ask questions about eligibility, the application process or the reporting requirements.

#### Anne McCulloch – CCSP

Phone: 604-877-6000 ext. 4622

Email: [amcculloch@bccancer.bc.ca](mailto:amcculloch@bccancer.bc.ca)

#### Ann MacDonald - SMP

Phone: 604-707-5927

Email: [amacdonald4@bccancer.bc.ca](mailto:amacdonald4@bccancer.bc.ca)

Address: BC Cancer Agency, 801 - 686 West Broadway, Vancouver, BC V5Z 1G1

You can reach us toll-free by calling the BC Cancer Agency's main line: 1-800-663-6666



## Application for Funding

### Background Information

1. Project coordinator's name, title, organization, mailing address, phone number and e-mail address.
2. Please briefly describe your group or organization (type, members, purpose).

### Project

1. Under which grant category are you applying for funding?
2. In 150 words or less, describe the project for which you are seeking funds.
3. How will this project build women's capacity to participate in cancer screening?
4. What is the evidence that the project is needed?
5. Briefly describe the women who would benefit from this project. Include how many, if possible.
6. What is the overall goal of the project?
7. To achieve the goal, you must achieve a series of objectives. Objectives support the goal and are measurable. Please list each project objective and how it will be measured.
8. What barriers might impact the success of the project?

#### **Example**

Objective: To screen 20 women who have never been screened before.

Measurement: Number of women screened who answer "no" to the question: "Have you ever had a Pap test/ screening mammogram before?"

Measurement Tool: Questionnaire completed each woman who attends a clinic/ screening centre.

### Partnerships

1. How would this project complement or supplement the existing projects or services already offered by your group or other groups?
2. Are you partnering with another organization for the purpose of undertaking this project? If yes, please include letters of support from the organization(s).
3. If you are undertaking this project with a partner please briefly describe the agreed contribution of the other group(s).

### Budget

1. How much funding is requested?
2. Please include a breakdown of how you plan to spend the funding. If some funding is coming from other sources, please indicate which parts you would like Screening Programs to fund.

### Timeline

When do you plan to implement the project? When do you expect to finish?



## **Application Assessment Criteria**

The review committee will assess your application for funding based on the following criteria:

### **Merit**

- Is the project aligned with the goals of CCSP or SMP?
- Is the project aligned with one of the grant categories?
- Is this project needed in the community?

### **Project proposal and budget**

- Is the proposed project achievable with the resources and within the timeline described?
- Is the proposed budget appropriate and sufficient to carry out the work described?

### **Evaluation**

- Are the objectives specific, measurable, attainable, relevant and time-bound (SMART)?
- Is the measurement sufficient to evaluate the success of the project?

### **Partnerships**

- Does the project make use of resources currently available in the community?
- Will the project help to build bridges between resources that can support cancer screening?

### **Sustainability**

- Is there potential to continue this project in this community or other communities?
- Is the project likely to influence everyday thinking and behaviours around screening in the community?