

JURAVINSKI HOSPITAL AND CANCER CENTRE 2026 Education Grant Application

Applicants must submit this Application Form and attach the complete proposal as a single PDF. Separate PDF files will not be accepted.

**The call for applications will close on September 11, 2026 at 11:59 pm.
Late submissions will not be accepted.**

Please send your application by email to: HHSFGrants@hhsc.ca.

Through the generosity of our donors, Hamilton Health Sciences Foundation funds capital redevelopment projects, purchase medical equipment and technology, invest in research and support public education and opportunities for professional development of our staff. As part of our commitment to education and development, the Foundation runs the Juravinski Hospital and Cancer Centre Education Grant program. This program aims to champion and advance the vision and mandate of the Juravinski Cancer Program (JCP).

Applications are now being accepted for the following awards, bursaries and grants:

GENERAL EDUCATION GRANT FUNDING

The purpose of the JHCC Education Grants Program is to support education and training opportunities that will benefit staff, patients and the public to improve the overall quality and capacity of the cancer program and to maintain a strong focus on the program's priorities. Letters of support are required from the direct Supervisor/Manager and Program Head/ Director to support each application. The letters must address how the proposed project fits with program priorities. The longer-term sustainability plans for successful pilot projects must be included. Innovative projects that have the potential to inform future cancer and hospital site program directions are encouraged.

STAFF PROFESSIONAL EDUCATION AWARDS PROGRAM

The JHCC Education Grants Program will consider requests for individual JHCC staff education support. Additional and alternative sources of funding must be explored and declared in the application.

- Up to \$3,000 for Professional Development (conferences, courses, specialized staff training)
- Up to \$5,000 for master's degrees or higher education
- Up to \$3,000 for Undergraduate degrees in related field
- Up to \$25,000 for patient education, public education or team development with specific program outcomes for pilot or one-time projects.

NAMED EDUCATION AWARDS AND GRANTS AVAILABLE WITH A SPECIFIC FOCUS

The Robert and Murray Burns Education Award

This award, named in memory of **Robert and Murray Burns**, provides funding support for continuing staff education at the JHCC to enhance their ability to provide comprehensive, holistic, quality care to cancer patients and their families. Grants will be offered to a maximum of 80% of tuition fees, up to \$2,000.

The Virginia Hardy Education, Training and Research Awards Program

This program, named in memory of Virginia Hardy who passed away from cancer, supports education and research opportunities for staff with priority funding given to nurses at the JHCC to enhance their ability to provide comprehensive, holistic, quality care to cancer patients and their families. The focus of the award is on innovations in oncology nursing, staff training and development, clinical and supportive care through research and personal academic enhancement. Staff supported through this program will share their skills with their colleagues and make academic presentations of their work where possible.

Virginia Hardy Education and Training Award:

Up to \$3,000.00 is available to fund staff to complete professional development opportunities directly related to their role. Staff may apply for support for either full-time or part-time studies at undergraduate, graduate or doctoral levels.

Virginia Hardy Staff Research Award:

Up to \$3,000.00 is available to fund research projects designed to enhance the clinical and supportive care of patients with cancer. Projects may include clinical tools or practice guideline development, program evaluation, or investigations into other quality of care interventions or assessments. Nursing or designated area research will be integrated into the education and research programs at the JHCC to ensure maximum exposure and support.

Applicants can apply for either the Education and Training Award or the Research Award.

The Steve Hopkins Bursary for Hematology Care

This bursary supports ongoing educational and professional development opportunities, up to \$2,000, for hematology staff at JHCC to enhance their ability to provide comprehensive, holistic, quality care to hematology patients and their families, contributing to a better patient experience.

The Douglas E. St. John Special Education Award in Support of Palliative Care Nurses

This award, named in memory of **Douglas E. St. John**, provides funding, up to \$2,000, for nurses working in settings that include palliative care at the JHCC in order to enhance their ability to provide comprehensive, holistic, quality care to cancer patients and their families at the end of life. The focus of the award is on innovations in oncology and palliative care through research and academic enhancement. Staff supported through this Program are expected to share their skills with their colleagues and to make academic presentations of their work.

The Dianne Lee Memorial Bursary in Support of Radiation Therapists

This bursary, named in memory of **Dianne Lee**, a radiation therapist whose career spanned more than 30 years, provides funding support, up to \$500, for staff development in radiation therapy and supportive care through research and academic enhancement. The investment through this Program will ensure that the JCC continues to provide leadership in supportive care and radiation therapy in Ontario. Radiation Therapists supported through this bursary will share their skills with their colleagues and make academic presentations of their work.

APPLICATION GUIDELINES

Your application must include:

1. A COVER LETTER

- ✓ Clearly describe your role and how the funding will benefit your role.
- ✓ For conferences, please mention if you are attending or presenting.
- ✓ For tuition support, please mention why you chose your particular college or university program.
- ✓ Any additional information you would like the committee to know.
- ✓ **Duplicate, identical letters from staff applying for funding for the same program/course will not be accepted.**

2. A COMPLETED APPLICATION FORM

3. LETTERS OF SUPPORT

- ✓ Two (2) letters of support from your direct Supervisor/Manager and Program Head/ Director. The letter should clearly outline their support for your application/initiative, address how the proposed project fits with program priorities, and **MUST BE SIGNED** to be considered valid. **Duplicate, identical letters with different signatures will not be accepted.**

4. FOR CONFERENCES/MEETINGS

- ✓ A detailed conference/meeting agenda must be included with the application.
- ✓ Membership fees are non-fundable items and must be excluded from the registration fee.
- ✓ All items submitted must be in Canadian dollars. (See section 6)
- ✓ Reimbursement will only be considered for meals which are not included in the conference.
- ✓ All applicants must adhere to HHS Reimbursement Policy. (see Section 6)

5. FOR EDUCATION COURSES

- ✓ Applicants must provide proof of enrolment or acceptance in a college or university undergraduate, graduate or doctoral degree program or registration in an approved continuing education program.
- ✓ A copy of course description and proof of successful completion is required for reimbursement (i.e. official transcript and receipts for reimbursement).

Only applications that include the above elements will be considered for funding.

EVALUATION CRITERIA AND CONDITIONS

Criteria:

1. Applicants for funding will be full-time or part-time employees who have completed their probation period as an employee of Hamilton Health Sciences, working in the Cancer Program.
2. Preference will be given to employees who have been employed by HHS for at least one year.
3. Employees will be eligible to apply for bursary monies for their multi-year, post-secondary education programs (Bachelor and Master's programs), each year of their multi-year education program. Preference will be given to applicants requesting funding for the first time.
4. Applicants must provide proof of enrolment or acceptance in a college or university undergraduate or graduate degree program. The cost and a brief description of the course/program must be provided.
5. Applicants are limited to one Education initiative funding request per call for applications.
6. Applicants are limited to a **maximum of three consecutive funding applications** for educational conferences/initiatives after which a two-year waiting period will be imposed before applicants may apply again.
7. Applicants must disclose all other sources of funding applied for or received.
8. Applicants must adhere to [HHS Expense Reimbursement Policy](#) for all submissions for reimbursement.

Conditions:

1. Applicants receiving bursary monies will be requested to return one year of employment for each year bursary money was received. Repayment of the monies received shall be made if the recipient fails to return to work at JHCC for the required period of time. All recipients of bursary monies agree to this condition upon submission of their application. Should the recipient withdraw from the program, reimbursement of bursary monies will be negotiated at the time of the withdrawal.
2. Funds will be awarded based on the following:
 - the appropriateness of the program to the goals and objectives of your professional practice
 - the appropriateness of the program to the goals and objectives of JHCC
 - the career benefit to the individual applicant
 - previous academic work and credits
 - employment experience
3. For patient and public education projects, applicants will be required to achieve the stated objectives and knowledge transfer activities.

4. Upon successful completion, a written report is required outlining the learning objectives, course or program accomplishments and outcomes where applicable. Failure to submit this report could negatively affect any future applications for funding.
5. Once the application has been approved for funding, reimbursements will be issued after the successful completion of the course/meeting by submitting all detailed expense receipts, transcripts, proof of attendance, etc. to the Foundation in compliance with HHS Expense Reimbursement Policy.

Section 1 - Information

Applicant's Name:	Signature:
Project/Program/Conference Title:	Total Amount Requested:

Section 2 - Objectives

Describe how this opportunity will be of benefit to JHCC and how it aligns with the JHCC priorities, strategic direction, and mission.

Figure 1 consists of four scatter plots arranged in a 2x2 grid. The top row shows the relationship between the number of children in the household (X-axis) and the number of children in the family (Y-axis). The bottom row shows the relationship between the number of children in the household (X-axis) and the number of children in the family (Y-axis). The left column shows the relationship for the total number of children, and the right column shows the relationship for the number of children in the family. The plots show a positive correlation between the number of children in the household and the number of children in the family, with the correlation being stronger for the total number of children than for the number of children in the family.

Number of children in the household	Number of children in the family
1	1
2	2
3	3
4	4
5	5
6	6
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100	100

Section 3 – Timeline and Knowledge Transfer Plan

Provide a timeline for the project milestones and proposed completion. How will the new knowledge generated from this education grant be shared/used within the division?

Section 4 – Sustainability Plan

For pilot projects, provide a sustainability plan. What is the long-term benefit of this project?

Section 5 – Other Funding Sources

Disclose any other funding received or potential sources of funding. This includes any fees that may be received for presenting at a conference.

Section 6 – Budget

Before completing the budget, carefully review the Application Guidelines on Page 4. All grants must adhere to HHS Reimbursement Policy. To view or download this policy, go to HHS Intranet - Policies, Procedures, Protocols and Guidelines. Search on Travel and Expense Reimbursement Policy.

Complete a detailed budget, using the appropriate Budget Template included at the end of this application. All expenses must be in **Canadian Dollars** and **must include all taxes**.

Attach the budget to the application including all receipts and supporting documentation. If needed, conversion rate table is available on Bank of Canada website <http://www.bankofcanada.ca/rates/exchange> or use the rate given on your credit card.

JHCC Education Grant Conference/Meeting and Education Course Budget

Use this template for conferences/meetings and education courses.

		Amount (\$)				Total (\$)
Airfare (Economy fare)	Total cost of ticket(s)		Number of days/nights			
Hotel	Cost per night (x number of nights)		for		night(s)	
Meals (Only meals that are NOT included in the conference.)	Cost per day (maximum \$50 CDN per day)		for		day(s)	
Ground Transportation (taxi, bus, etc.)	Cost per day		for		day(s)	
Registration/Course Fee (membership fees are not fundable)	Amount					
Miscellaneous (list items)	Amount					
Funds received from other sources	Amount <i>(Please ensure this is entered as a negative amount)</i>					
			Total CDNS			

JHCC Education Grant

Patient and Public Education Projects – sample budget

This is a sample template. The actual fillable template is on the next page.

ESTIMATED REVENUE (Example: sponsorships, other funding, registrations, etc.)	Projected numbers	Actual (Final numbers; to be completed after event.)
Registrations	\$2,500.00	\$2,700.00
Vendors	\$3,000.00	\$3,000.00
Sponsorships	\$3,800.00	\$3,900.00
	Total Estimated Revenue	Total Actual Revenue
	\$9,300.00	\$9,600.00
EXPENSES (Example: Advertising, printing, speakers, A/V, etc.)	Budgeted	Actual Expenses
Audio/Visual Services	\$2,100.00	\$1,900.00
Advertising	\$1,500.00	\$1,500.00
Printing	\$900.00	\$900.00
Facilities	\$2,000.00	\$2,000.00
	Total Estimated Expenses	Total Actual Expenses
	\$6,500.00	\$6,300.00
	Revenue	\$9,600.00
	Expenses	-\$6,300.00
	Balance	\$3,300.00

JHCC Education Grant Patient and Public Education Projects

Use this template for patient and public education projects.

ESTIMATED REVENUE (Example: sponsorships, other funding, registrations, etc.)	Projected numbers	Actual (Final numbers; to be completed after event.)
Registrations		
Vendors		
Sponsorships		
	Total Estimated Revenue	Total Actual Revenue
EXPENSES (Example: Advertising, printing, speakers, A/V, etc.)	Budgeted	Actual Expenses
Audio/Visual Services		
Advertising		
Printing		
Facilities		
	Total Estimated Expenses	Total Actual Expenses
	Revenue	
	Expenses	
	Balance	