



## Local Compassion Fund

### An Overview

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#### Introduction

The purpose of this document is to provide parishes and local partners with an overview of the Local Compassion Fund (referred to as the Fund from now on).

The Fund was created in 2011 as a means to financially support the work of the organizations with which our parishes partner. The aim of the fund is to increase the capacity of our partners to effectively reach vulnerable people in the cities where we live. To date we have donated over 1.7 million to non-profit organizations around Ontario. The Fund process runs annually and between \$200,000-\$250,000 is distributed.

There are approximately 55 organizations who partner with The Meeting House's 18 parishes. Only organizations that are parish partners and align with the criteria below are eligible to apply for the Local Compassion Fund. Funding is not guaranteed for every application.

#### What's the Timeline?

1. This year the submission window will open in May and again in September.
2. Submission window closes approx. a month after opening.
3. Applications are reviewed by the cross-regional Compassion team.
4. Cross-regional Compassion team presents recommendations to a panel of Meeting House staff.
5. Finalized list of approved applicants is determined based on feedback from the panel.
6. Parishes are informed of the funding decision approximately one month after the submission window closes.
7. In the September window, applicants are informed of the funding decision by mid-November.
8. Approved applications receive funds in late fall (Nov/Dec).

#### Who can Apply?

Organizations can be invited to apply if they:

- Are a registered Canadian charity
- Are a local partner of your parish as indicated on your Compassion Action Plan
- Have submitted all previous reports for funding received through the Fund. (If the previous project is still ongoing, the final report is due after the completion of the project.)
- Are applying for a project within your parish or its affiliated Home Churches geographical area
- Have been a parish partner for at least one year



### **How are Funding Decisions Made?**

Applications are assessed by a team of reviewers using criteria which is made available to the applicants. The criteria assesses: Strategy (the need, the project, and the organization's suitability); Process (the approach to address the need); and Budget (financial capacity, impact, and sustainability).

There are two additional criteria: Parish Assessment (the funding preferences of the parish); and Funding Interest (a priority area of funding for the year). All five criteria are used to determine a score for each application. The reviewers compare their scores to determine an accumulative ranking of all applications. A proposed list of applicants is presented to a panel of Meeting House staff where feedback is provided. Then a final list is determined.

### **Parish Responsibilities**

1. Complete your Compassion Action Plan in the summer to officially determine partners and provide their preferences for funding. Parishes should rate their partners starting from one to indicate their preference to receive funding (Note: this does not mean they will receive funding as it is only one component of the application assessment). Parishes also must disclose any conflict of interests with any of the organizations on the Compassion Action Plans.
2. Invite all eligible partners to apply. Parishes will receive an email from the Compassion team with a link to the application and all resources organizations need to assist them while writing the application. All eligible local partners must be invited to apply as this is part of the partnership agreement with the organization.
3. (Optional) Compassion team will inform the applicants of the final funding decision as they are the most knowledgeable about the decision making process. However, parishes have the option to inform their partners of the funding decision if that is the preference. If your parish would like to directly contact applicants with the final funding decision, please inform the Compassion team.

### **Local Partner Responsibilities**

1. Local partners are responsible to discuss and review their application at the beginning of the grant cycle with their parish partner.
2. Local partners are responsible to reach out to the cross-regional Compassion team (contact info below) if they need assistance in completing their application.
3. Submit an application online. Note: the application will likely take about 2.5 hours to complete.
4. If they receive funds, local partners are responsible to provide a final report by the stated deadline.

Still have questions?

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