



Treasures for Your Home Society Funding Guidelines & Reporting

Funding Principles:

- Transparency
- Equity
- Accountability

Application for Funding:

To foster caring, empathy and awareness in our community we are encouraging groups that benefit the residents of Cochrane and immediate surrounding area to apply. The following groups are eligible for consideration:

- Registered charitable organizations;
- Not for profit societies;
- Accredited Community organizations , including arts, culture, recreation & sport;
- Schools;
- Churches and religious organizations.

Eligibility for Funding Consideration:

- Cochrane organizations will be a priority for funding. Applications from organizations in the immediate surrounding area of Cochrane will be given consideration at the discretion of the Board;
- Be a registered not for profit society, charitable organization, accredited community organization, school, Church or religious organization within Cochrane and immediate surrounding area;
- Large public festivals and special events (1X facility rental, program and activity supplies, entertainment) to a maximum of \$10,000 per event;

- Community Association and local neighborhood events to a maximum of \$2,000 per event;
- Hosting of conferences, seminars and workshops to a maximum of \$5,000 per event;
- Stipends for volunteers and staff to attend seminars, conferences, workshops to a maximum of \$1,500 per event;
- Equipment (office furniture, computers, software programs, sport, recreation and education program resources);
- Youth program expenses for attending or hosting an event/tournament of a provincial or national scope to a maximum of \$5,000; (based on partnership with Helping Hands)
- “Bridge” funding to a maximum of \$15,000 to support operations until other funding is received;
- High School Scholarships (\$5,000 per school);
- Support requested by organizations to assist individuals if funding is not available from other sources (e.g. FCSS) Funds are provided to the organization, not the individual;
- FCSS Instrumental Needs Program to a maximum to be determined based on community need.

Not Eligible for Funding:

- Requests from For Profit organizations (unless services/programs are offered free of charge to the public);
- Capital expenditures;
- Administrative costs such as salaries and wages, computer and software leases, facility leases, banking fees, on-going utility and phone charges;

- Activities that support lobbying or political partisanship;
- Fundraising activities;
- Third party donations (donating the \$ received from Home Treasures):
- Retroactive funding requests.

Funding Approval:

- All applications are reviewed by the Board and funding is determined at the discretion of the Board;
- Application approval is based on funding availability;
- The board may request further information to assist in determining approval;
 - Applicants may apply for funding 1X per calendar year;

Reporting:

- As part of the application, an authorized signature is required to ensure that financial need continues to exist; funds will only be used for the purpose as indicated in the application; and funds will be expended within one year of the date received.
- Organizations that receive funding of over \$3,000 will be required to report back to the Treasures for Your Home Society within 6 months of expenditure, as to how the monies were spent (copies of receipts, photographs, brief summary report).