



Assiniboine North Parent Child Coalition

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FUNDING APPLICATION 2011-12

What is the Assiniboine North Parent Child Coalition?

The Coalition is a network of organizations interested in healthy child and family development from the Assiniboine North Region. The Coalition is funded by **Healthy Child Manitoba**. The Coalition is entrusted to support programs and manage funds in accordance with the vision, goals and priorities of Healthy Child Manitoba. An Advisory Committee of key stakeholders from across the region administers the coalition. The Coalition's boundaries fall within the boundaries of the Assiniboine North Regional Health Authority of Manitoba.

Parent Child Centered Approach

The Parent-Child Centered approach promotes and supports community-based programs and activities for children and their families. The community development approach brings parents, community organizations, school divisions and health professionals together to support parenting, improve children's nutrition and literacy, and build community capacity for helping families.

Mission Statement

The Coalition is working to enhance all areas of development for children and their families within the Assiniboine North Regional Health Authority boundaries.

Healthy Child Priorities

Community Proposals are invited for parent/child programs & activities which will focus on culturally appropriate parenting and family supports, nutrition, literacy and community capacity building as priority areas for healthy child development.

Parenting: Activities to support and enhance parents' ability to nurture the healthy development of their children. For example, parent education programs, parent support groups, parent-child groups and activities, and drop in activities.

Nutrition: Activities to promote good nutrition and healthy lifestyles through education, community supports, and skills training. For example, parent education programs, nutrition guidance including food preparation and budgeting, breastfeeding promotion and support.

Literacy: Activities to support the learning success of children through opportunities to improve family literacy and numeracy. For example creative play and recreation programs, reading, writing, storytelling activities and lending libraries.

Capacity-Building: Activities to support community capacity in support of work on behalf of families with young children. Can include but is not limited to creating partnerships where funding and resources are shared.

Funding Criteria – Fiscal Year April 1 2011 – March 31, 2012

Application reviews will be based on criteria established in accordance with the Coalition's mission, and the Healthy Child Manitoba parent child centered assessment criteria. Funding will be dependent upon the availability of funds, the fit to the criteria in relation to community need and relevance to the healthy child vision.

Eligibility Criteria

The Advisory Committee will review applications for funding and determine the amounts to be allocated after considering the following prerequisites:

a) The organization applying must:

- operate as a not-for-profit body, incorporated or in partnership with an incorporated body;
- operate within the boundaries of the Assiniboine North Parent Child Coalition,
- seek funds for projects which demonstrate community partnerships, utilize existing community assets and resources, and address one of the four core healthy child activities and goals without duplicating an existing service in the community.
- **any licensed child care requests for grant funding must demonstrate an outreach component to the partnership to encourage parent child activities.**
- have liability insurance. If you do not have such contact the Coalition Coordinator for discussion about attaining 3rd party coverage under your Municipal Council policy;
- complete, if funded, the Best Practices Guideline Checklist and agree to a site visit by the Coalition Coordinator

Eligible Expenses

The Advisory Committee has set the following financial requirements for distribution of grant monies:

The Coalition may provide funds for:

- Program and activity costs (i.e.: workshops/training, salaries/honorariums, short-term rental of space, advertising/promotion, mileage, childcare, food/snacks for participants, books, craft materials).

⊕ Funds will not be allocated for:

- Capital expenditures (land or buildings)
- Operating costs related to acquisition and maintenance of assets (i.e.: utilities, renovations),
- Budget deficits
- Major equipment (computer, fax, photocopiers, etc.), or
- Permanent staffing.
- Meal programs will not be funded. (e.g. Food banks, breakfast programs)

Some programs and activities eligible for grants:

Coalition Workshops	Training Workshops
Family Nights	Preschool Play Days
Parent Discussion Groups	Teddy Bear Picnics
Play Groups/Theme workshops	Book Lending Libraries
Healthy Eating Games and Activities	
Story Time & Book Sharing	

FUNDING APPROVAL

Upon approval of a grant application, the Advisory Committee will send A Letter of Agreement to the organization indicating reporting requirements, including the Best Practice Checklist, financial reports and program/activity evaluations determined and agreed to upon approval of the grant.

Intent for the Grant Changes

If a program finds that it's intent for the grant changes it **must request approval in writing** from the Advisory Committee c/o the Coordinator for the new plan. Should approval not be sought, the Advisory Committee will ask that the funding be returned/repaid.

Funds Remaining at the End of the Project

If the program finds it has funds remaining at the end of the project it has 2 options:

1. **It must request approval in writing** from the Advisory Committee c/o the Coordinator for the expenditure of the remaining grant, including a plan for these funds. **OR**
2. **It must write a cheque** to the Assiniboine North Parent Child Coalition for the remaining funds to accompany the financial and narrative reports.

Program Break-up or Disbands

If a program that receives a Coalition Grant disbands or stops operating, the Advisory Committee expects that any purchased resources be donated to a program with a similar focus within the region and the Coalition be notified in writing of this intent, **prior** to the donation being made; or the group may return the resources to the Coalition.

Send or email applications to:

Shauna McTavish
Coordinator
Assiniboine North Parent Child Coalition
Hamiota Health Unit, GD
Hamiota, MB R0M 0T0 smctavish@arha.ca

Need Help?

If you have any questions or require more information in completing the grant application contact: Shauna McTavish, Coordinator at 204-764-4272 or smctavish@arha.ca prior to the submission of the proposal.

<p>Describe an example(s) of activities that demonstrate your organization's experience delivering parent child centered programs with community partners.</p>	

Program / Activity Description		
1. Target Group (parents, children 2-5, teen parents, school age children)		
2. Healthy Child Priority (Parenting, Nutrition, Literacy or Capacity Building)		
3. Need / Problem What is the need? How have you identified it?		
4. Programs /Activities (What are you planning to do? Actions? Activities?)		

5. Partners

(Indicate who your partners are and their role in the activity/program.)

6. Evaluation

What is the evaluation plan for the program?

7. Program Completion Date

Budget

EXPENSES <small>((indicate n/a if not applicable))</small>	Midway report	Final report
Salaries (Facilitator's cost, contracted staff to run programs)		
Supplies (i.e. Craft, handouts)		
Food (snacks)		
Training		
Promotion/Advertising		
Other (please list)		
TOTAL Expenses		
REVENUE (list funding sources and income from each)		
Fundraising		
Donations		
Partner Financial Contributions		
In-Kind (list source and type of in-kind services)		
Requested Coalition Grant		
TOTAL REVENUE		

Checklist of Required Grant Application Information

- 1. **All** questions of the Grant Application Form are answered completely
- 2. The Program Description is complete
- 3. The Budget Table is complete
- 4. Two letters of support are attached.

Applicant Signature _____

Date _____