

HEALTHY COMMUNITIES DEVELOPMENT SUPPORT FUND (HCDSF)

Management Framework

As part of its 2015-2020 Regional Public Health Action Plan, the CISSS DE LA CÔTE-NORD have created a fund that aims to be a resource towards the realization of structuring initiatives to improve the health, conditions and quality of life of the North Shore population.

Its purpose is to support and assist municipalities and MRC'S in the region that wish to reduce the social inequalities of health on its territory by the implementation of strategies that promote community development. This agreement is intended to be complementary to other existing programs and services.

Structuring initiatives

The Healthy Community Development Support Fund aims towards projects with the following initiatives:

- Social housing
- Social Inclusion
- Basic services
- Transportation
- Social cohesion
- Education/perseverance/literacy
- Income/employment/job security/unemployment
- Fight against poverty
- Food security
- Healthy lifestyle
- Sense of belonging
- Social network/environment
- Healthy and safe environments

Target clients

Vulnerable groups, such as:

- Young children
- Single parent or low-income families
- Aboriginal or other linguistic and cultural minorities
- Persons with disabilities
- Persons living alone
- Seniors

Eligible organizations

The following organizations on the territory of the MRC du Golfe-du-Saint-Laurent are eligible:

- MRC, municipalities and municipal organizations;
- Band Councils of aboriginal communities;
- Non-profit organizations;
- Cooperatives;
- Social economy enterprises (excluding those in the financial sector);
- Education network organizations;
- Educational childcare network.

Promoter's funds and cumulative government aid

- The financial aid granted cannot exceed 80% of the total project cost;
- The total amount of government assistance cannot exceed 80% of eligible expenses.

Eligible expenses

- Salaries and benefits proportional to the tasks assumed by the employee;
- Travel and meal expenses required for travel;
- Materials and equipment;
- Start-up funds for a food cooperative, a workers cooperative, a non-profit organization or a social economy enterprise with a mission in health and social services;
- Professional fees.

Ineligible expenses

- Those related to already completed projects;
- Expenses incurred before the project acceptance date, specifically before the signing of the agreement;
- Projects eligible and reimbursable by other funding programs;
- Projects related to cost overruns or to pay off already existing debt;

- Recoverable taxes;
- Human resources or any other expenses related to regular activities and administration of the recipient organization.

Criteria of analysis

The criteria for analysis will be based on the following:

- Eligibility
- Relevance
- Effectiveness
- Sustainability
- Acceptability

Terms and conditions for filing a request for financial assistance

There is no application deadline date. Projects submitted must be given a 2 month period for the project analysis process.

Project applications must be accompanied by the following:

- The *Financial Assistance Form*, duly completed and signed;
- For a Municipality, a resolution of the municipal council formally supporting the project title, the amount requested, the total cost of the project and the name of the applicant;
- For an organization, a resolution of the board of directors indicating the name of the designated person to sign on behalf of the organization, any document relating to the assistance, as well as the amount of the organizations contribution toward the project;
- Any other document relevant to the analysis of the application:
 - Confirmation of financial partners;
 - Price quotes;
 - Financial report;
 - Charter information.

The request must be sent to the following address:

MRC DU GOLFE-DU-SAINT-LAURENT
 29, Chemin d'Aylmer Sound
 Bureau 400, P.O. Box 77
 Chevery (Québec) G0G 1G0

Fax : 418 787-0052

Email : info@mrcgsl.ca or joanne.jones@mrcgsl.ca

Steps to submit a request for financial assistance

1. Meeting with the responsible development agent at the request of the promoter;
2. Deposit of the completed project with all required documents;
3. Analysis of the project by the advisory committee, which issues a recommendation to the council of the MRC;
4. Decision by the council of the MRC;
5. Response time following project submission: 45 to 60 days;
6. Follow-up with the promoter followed by the signature of the agreement.

Financial assistance and terms of payment

The financial assistance is made in the form of a non-reimbursable grant. Authorized projects will be subject to the signing of a financial agreement between the MRC du Golfe-du-Saint-Laurent and the organization. This agreement will define the conditions for the payment of financial assistance and obligations of the parties. Disbursements will be determined based on the amount requested and stages of the project.

To obtain the final payment, a promoter must provide the MRC du Golfe-du-Saint-Laurent with an activity report, and any/all other required documents.

All projects must be completed within eighteen months of the signing of the financial agreement unless the HCDSF fund deadline of March 31st, 2021 is impending.

Maximum contribution of \$10,000.