

## FINANCIAL EMPOWERMENT CHAMPIONS - Application guidelines -

### Financial Empowerment Champion selection criteria

Prosper Canada will identify at least five organizations, partnerships and/or collaborative to act as Financial Empowerment Champions (FECs).

FECs will be selected for their Financial Empowerment (FE) work focused in specific regions or municipalities (e.g. an organization serving individuals in Edmonton). However, one FEC may be chosen for its FE work serving a specific population (e.g. an organization helping *newcomers* across Canada, by providing financial literacy training). The following are populations that would be considered:

- Seniors
- Newcomers
- Aboriginal people
- Individuals living with disabilities
- Children and families living on low incomes
- Youth
- Homeless.

FECs will be selected on the strength of their applications and our goal of achieving broad regional representation across Canada.

From the organizations, partnership or collaborative selected, at least one organization/collaborative must be able to provide services in French.

In selecting FECs, Prosper Canada will choose organizations that demonstrate the following:

Selection criteria
Mission of organization aligns with providing financial empowerment interventions to individuals living on low incomes
Staff is client focused
Past and present success providing FE interventions
Organization collaborates and partners with others to achieve outcomes
A large number of clients reached through programs
An achievable 5-year plan for the expansion of FE interventions
A strong financial position
A strong evaluative capacity

**The following are considered an asset, but are not required:**

Experience partnering with “service systems”

Capacity to provide programs in French

**Application guidelines**

Please complete all questions in the application, and ensure you attach the following documents:

- Completed FEC work plan
- Completed FEC budget
- Audited financial statement
- Reference letter(s).

If you have any questions about filling out the application, please review the *Applicant Advice* document and the application *FAQs*. These documents provide advice and examples of how to answer each question in the application.

Incomplete applications will not be considered. Please limit your responses to the word count posted next to each question. Complete the online application form and submit all relevant documents by **5:00 p.m. (EDT) on Thursday June 30th, 2016.**

**Application timeline**



## Information sessions

There will be three webinar information sessions for organizations to ask questions about the application process. Please review the application materials and register for one of the following sessions:

May 10 - English  
2:00 pm – 3:00 pm (EDT)

May 12- English  
11:00 am – 12:00 pm (EDT)

May 18 - French  
1:00 pm – 2:00 pm (EDT)

Please visit our website at [www.prospercanada.org](http://www.prospercanada.org) for details on how to register.

## Main activities: Projected timeline

Activities		Timeline
<b>Call for applications</b>	<ul style="list-style-type: none"><li>• Call for applications is sent out</li><li>• Information sessions via conference call</li><li>• Prosper Canada collects all applications</li></ul>	May - June 2016
<b>FEC selections</b>	<ul style="list-style-type: none"><li>• Prosper Canada and Selection Committee reviews applications and selects FECs</li></ul>	July - August 2016
<b>MOU</b>	<ul style="list-style-type: none"><li>• Draft and sign Memorandum of Understanding (MOU) with FECs</li></ul>	August - September 2016
<b>Training</b>	<ul style="list-style-type: none"><li>• On-site training of FECs</li></ul>	September - November 2016
<b>Program support</b>	<ul style="list-style-type: none"><li>• Ongoing technical assistance and knowledge exchange</li></ul>	2016-2020
<b>Evaluation and reporting</b>	<ul style="list-style-type: none"><li>• Ongoing, with specific deliverables set out in MOU</li></ul>	2016-2020