

KFACC: Collaborative Service Delivery Site Initiative
FUND DEVELOPMENT WORK GROUP

Terms of Reference

The Fund Development Work Group is mandated, on behalf of the community coalition working to establish a collaborative service delivery site for victims of partner abuse and sexual violence, with the following responsibilities and tasks:

- To research funding options and complete and submit funding proposals, or facilitate the completion and submission of proposals in cooperation with one or more lead agencies, to secure funds required to support this initiative throughout the development process including but not necessarily limited to funds required to purchase consultation and coordination services for the community coalition and funds required to support the establishment and operations of the Survivors' Advisory Council.
- To liaise and work cooperatively with KFACC and one or more lead agencies re: funds received and expenditures made in relation to this initiative,; and to monitor, compile and present information pertaining said funding to the community coalition, possible funding bodies/sources, supporters and stakeholders.
- To support, facilitate and/or assist with the completion and submission of interim and final reports to the community coalition and to funding bodies/sources re: project or grant funding received in relation to this initiative, as requested by and in collaboration with the lead agency/agencies.
- To research funding requirements, options and possible funding models for capital, start up and operational dollars for the collaborative service delivery site, and to serve as a resource to the community coalition and lead agency/agencies in relation to the same.
- To research and collect data and information required for the preparation of a Business Plan for the development, start up and operations of the collaborative service delivery site, including but not necessarily limited to information from external sources and members of the community coalition.
- To liaise and work cooperatively with the Site Development Work Group to complete a cost analysis and develop a written Business Plan which speaks to the funding requirements, and proposed timelines for the development, start up and operations of the collaborative service delivery site. (It is understood the Business Plan for the CSDS will need to be revised and updated on a regular and ongoing basis as this initiative unfolds.)
- Liaise with the community coalition and other Work Groups as necessary.

Date Developed: October 2008
Date Approved: 03 December 2008