

FAQ

1. How much money is available for grants as part of the Board Development Fund?

The CHCM will make \$40,000 available annually to fund director education and training opportunities. The maximum grant allowed for individual director requests is \$2,000 per person per year, including any travel expenses. Exceptions can be made by CHCM at its sole discretion.

2. What are the criteria for funding requests?

The CHCM will provide funding for CoS director education and training opportunities that are aligned with some or all of the following:

- Recognized best practices in board governance;
- An event or training opportunity on a topic that would allow a director to learn more about their CoS' industry, the services provided, and/or trends and emerging future state of the industry;
- Education or training designed to enhance the director's knowledge, understanding, and/or relationship with CHCM's core value of compassion and elements of CHM'S Sponsorship Accountability Framework (SAF) – spiritual purpose, ethical reflection, meeting unmet needs, excellence and sustainability. For example, this fund would provide support to board directors who wish to participate in any CHCM Compassion Project offerings (please consult CHCM's website and program guides throughout the year).

The CHCM will give preference to director training and board development initiatives that:

- Provide an opportunity for knowledge transfer to the whole of the CoS board and/or other CoS boards sponsored by CHCM;
- Leverage funding from other CoS sources.

3. How do I apply for funding through the new Board Development Fund?

Individuals or boards who wish to apply for funding for director training will submit their request **by March 31, 2017** as part of their annual board development plan. *Going forward, the application date will be March 1st of each year.*

CHCM's Governance and Nominating Committee will review all requests and grant approvals by mid-April.

All requests will be submitted in writing, and must include a very brief description of:

- The education and training opportunity;
- The costs associated with the opportunity;
- The benefit for the board director's development and/or entire board development;
- Expected outcomes and transfer of knowledge to others within the Community of Service.

Requests will be sent to CHCM via e-mail at: rmarcoux@chcm-ccsm.ca.

4. Who determines the funding allocation?

The CHCM's Governance and Nominating Committee will provide oversight of all funding allocation and distribution to ensure accountability and transparency. Funds are allocated at the discretion of CHCM and need not be fully allocated in a given year. Surplus funds are not required to be carried over to the following year. All decisions by the committee will be final and made at CHCM's sole discretion.

5. What if a training opportunity comes up during the course of the year, after the regular application deadline?

We appreciate that new – and time-sensitive – opportunities may arise during the course of the year outside the regular (March 1) application deadline for the Board Development Fund. In that event, requests will be submitted no less than 6 weeks prior to the education/training opportunity. CHCM will make every effort to provide a timely response.

6. What are the current Support Services available to Board members involved in CHCM and its Communities of Service?

CHCM currently provides the following board support services to its CoS (in both official languages where appropriate):

- Online tools to inform board evaluation discussions and the preparation of board development plans for the following year;
- Online tools to inform the board's work regarding CEO talent development processes; (cont'd)
- Board and CEO support for policy development including a sharing of policy examples among CoS;
- Comprehensive board governance reviews as required.

7. How does CHCM's membership in the Institute of Corporate Directors (ICD) and its Manitoba Chapter benefit individuals and boards?

CoS Boards benefit from CHCM's membership in the **Institute of Corporate Directors (ICD)** and its Manitoba Chapter. With an extended investment in its board membership package, CHCM provides full membership benefits to every CoS Board Chair and CEO. This includes access to a variety of director and board development resources, including:

- Quarterly issues of Director Journal magazine (bilingual);
- Discounts for monthly ICD luncheon events and director education courses;
- Exclusive member access to the ICD website (www.icd.ca) including free webinars for director training from all sectors, tools and templates, access to the ICD's research department and the ICD director registry for board recruitment purposes.

Board Chairs and CEOs are encouraged to leverage their membership by sharing ICD information, resources and promotional e-mails with their fellow directors.

Additional ICD memberships can be purchased for \$100 per person annually (75% discount) as part of CHCM's board membership package (Ex. Vice Chairs).

If you have any challenges accessing the member section of the ICD website or if Chairs of CEOs are not receiving regular e-mails and other information from ICD, please contact Rosanne Marcoux at rmarcoux@chcm-ccsm.ca.

8. Do I have to report on my education or training opportunity?

The CHCM believes investing in the people who share their talents and way of being as volunteer board directors. One of the ways we do this is by funding educational or training opportunities for board directors.

To ensure that we are accountable for the funds awarded, grant recipients are invited to fill out an evaluation no later than 3 months after the funded educational opportunity.

The evaluation includes: grant recipient's name; date, name, and short description of the initiative, or event; one to three key learning outcomes from the education/training; and, the answer to the question: Would the grant recipient recommend this education/training opportunity to other board members?