

Los Angeles County Perinatal and Early Childhood Home Visitation Consortium (LACPECHVC)

Approved at January 17, 2017, Quarterly Membership Meeting

LACPECHVC Funding Development Guidelines

Per page 53 of the LACPECHVC Charter: “In addition to contributions from Member organizations, funds will need to be raised from private and public funders since there are no Member dues. The Consortium may seek grant or contract funds for operating support of the whole Consortium, operations of the Workgroups and/or specific Workgroup projects. The approach to funders will be coordinated across the Membership by Consortium staff. Individual Members will not fundraise for the Consortium unless empowered to do so by the Membership. When seeking funds, a Member organization(s) will act as the lead entity/ies.”

- Identifying funding opportunities will be a shared effort of Consortium staff, Workgroups, and the full Membership.
- Member agencies that identify funding opportunities they wish to pursue on behalf of the Consortium must first seek consensus of the full Membership.¹
 - Given the time constraints of funding applications, consensus does not need to be given during a quarterly Membership meeting if none are occurring within the timeframe of the application. Instead, the member organization, Workgroup, or staff person that is taking the lead in the application process must contact the Consortium Coordinator, who will notify the Membership of the intent to apply via email. The Coordinator will provide a method for members to conduct the consensus process electronically (such as via Survey Monkey) by a given deadline. The Coordinator will notify the Membership and the lead entity of the Membership’s decision.
- Funding opportunities must clearly align with the Mission and Strategic Goals of the Consortium, and not simply further the interests of a specific member organization. When presenting a funding opportunity to the Membership, this alignment must be clearly demonstrated and articulated.

¹ See also: Page 49 of the Charter, “Speaking on behalf of the Consortium should be done only when the member has been empowered to speak as a representative of the Consortium by the Membership; explicit approval is required before a Member can present themselves as a representative of the Membership of the Consortium.”

- A member organization must serve as the lead entity when pursuing funding applications in order to receive and distribute the funding, if received.
- In the application process, if the lead entity requires an administrative processing fee or any other fee out of the total award amount be paid to the member organization, this must be documented in writing prior to submitting the application and approved of by the Membership by the means specified above.
- If the grant/award is time-limited, and any of the funds are not spent by the end of the grant, the remaining portion will be returned to the funder (if required by the funder), or transferred to the existing LACPECHVC fund balance currently maintained by Community Partners.

