



Community Economic
Development
Technical Assistance

Program Description

***PROMOTING ECONOMIC SELF-RELIANCE
AT THE COMMUNITY LEVEL***

1125 Colonel By Drive, Ottawa, ON K1S 5B6

Tel: (613) 520-2600 ext. 1588

Fax: (613) 529-3561

E-Mail: cstier@carleton.ca

Website: www.carleton.ca/cedtap

*CEDTAP II has two main program components: **Community Strengthening and Sector Strengthening***

Community Strengthening

Purpose

- CEDTAP aims to demonstrate that Community Economic Development is a viable economic strategy to restore economic and social well being in communities confronted with harsh economic situations.
- Our main goal is to provide these communities with the appropriate technical assistance contributing to the success of their initiatives.
- We hope the technical assistance provided will contribute significantly to stronger and more successful CED organizations in Canada.
- CEDTAP seeks to support community based initiatives that can demonstrate significant impact by delivering innovative and added value programs, services and products to the communities they serve. These communities can be geographic communities or communities of interest.

In Community Strengthening, CEDTAP offers two programming windows : **Innovation and Engagement**

Innovation

The Innovation component will be focusing on the provision of effective technical assistance for **mature CEDOs**. The priority in this component will be to support high-performance organizations with optimal prospects for achieving results from CEDTAP's TA intervention.

The Innovation component focuses on the following three programming strategies:

1. **Provision of technical assistance**
2. **Targeted learning for innovation**
3. **Technology enhancement**

Engagement

The Engagement window is designed expressly for **Community Based Organisations (CBOs)** that are embarking on CED activities. This component has four sub-components: Mentoring and Coaching, Exchange, Computer Technology, and Target Group Initiatives.

The Engagement window focuses on the following four programming strategies.

1. Provision of technical assistance
2. Targeted learning for innovation
3. Computer technology acquisition
4. Target group initiatives

Innovation program description

Innovation Program 1: Provision of technical assistance (TA) for Innovation.

1. Objective :

CEDTAP will provide technical assistance s to strengthen the sustainability and growth of mature CED organizations (CEDOs) in Canada. This innovation program window will foster innovative practices and the sharing of key knowledge between participating organizations.

2. Programming strategy

- Emphasis will be placed on more specialised, focused and high level technical assistance.
- Special efforts will be made to document and to disseminate the results of the technical assistance received and the innovative practices for replication purposes.
- The technical assistance program component will essentially provide technical assistance by matching the CED organisation requiring technical assistance with an appropriate provider of technical assistance services. CEDTAP will allow the applicant CEDOs to select the service providers, who usually possess very specialised skill sets. The recipient CEDOs will be required to disseminate the results of the technical assistance provided and the innovative or replicable aspects of their work.

3. Desired impact

CEDTAP will reach at least 120 Community Economic Development initiatives and provide them with adequate technical assistance. The program seeks results in the following capacity building areas:

- Learning and knowledge acquisition
- Enhancing leadership and decision-making processes
- Strengthening business/project planning and development
- Building organizational management effectiveness and efficiency
- Promoting economic viability
- Promoting social viability
- Increasing access to sectoral expertise
- Foundation building for effective evaluation processes
- Building social capital within and outside of the community

4 Conditions for application

- Complete the application form found on the CEDTAP Website
- Be legally incorporated as a non-profit organization
- Have the administrative capacity to manage and report on the funds provided
- Agree to document and disseminate learning resulting from the technical assistance assignment
- Agree to contribute at least 20% of cost related to the provision of technical assistance
- As CEDTAP funding is considered as seed money, the CEDOs are encouraged to seek other financial contributions for the technical assistance assignment

Innovation Program 2. Targeted learning for innovation (Exchange program)

1. Objective

This component is aimed at providing CEDOs with the opportunity to meet with key “innovation leaders” in their area of work and gain new knowledge and skills on potential innovation that can be incorporated into their project. This leads to added value, growth potential or quality enhancement in the delivery of the products and services they are offering.

Examples of key learning could be :

- Looking at technological enhancements
- Investigating new and more productive delivery systems
- Learning about and adopting new financing instruments
- Investigating new markets
- Developing new products and services
- Learning different approaches in the delivery of products and services.
- Finding new benchmarks for the work you are performing

2. Programming strategy

- The program component will allow CEDOs to meet with key experts inside and outside the CED sector to seek for improvements and innovative practices (Expertise could be found in other CEDOs, private or public institutions , university research centres, technology based corporations, sectoral institutions, etc)
- Emphasis will be put on learning and sharing. The CEDTAP program will give precedence to exchanges that can lead to long lasting and productive partnerships.
- The proposal can include more than two communities or visits.
- We will encourage exchanges between CEDOs coming from different regions in Canada.
- Proposals should include clear terms of references on the anticipated learning, short-term outputs and long-term outcomes of the process.

3. Desired impact

Participants will adopt innovative and more appropriate practices to improve the delivery of their programs, products and services. CEDTAP will support at least 50 CEDO initiatives.

4 Conditions for application

- Complete the application form found on the CEDTAP Website
- Be legally incorporated as a non-profit organization
- Have the administrative capacity to manage and report on the funds provided
- Agree to document and disseminate learning resulting from the technical assistance assignment
- Agree to contribute at least 20% of all related costs
- As CEDTAP funding is considered as seed money, the CEDOs are encouraged to seek other financial contributions for the technical assistance assignment

Innovation Program 3. Technology enhancement program (ICT)

1. Objective

CEDTAP will support the introduction of more complex technological equipment and programs in mature CED organizations.

2. Programming strategy

- Support will be provided to the applicants which will demonstrate the added value and benefits of the introduction of advanced technologies to the core purpose of the organization. (ie:, Direct benefits to the clientele, networking, revenue generation, new managerial efficiencies, growth potential, sustainability of projects).
- Purchase of specialised computerised programs and extensive training could be provided in different areas such as fundraising programs, advance publishing technologies, technologies which support more efficient modes of production or servicing larger clientele base, community computer networks and bulletin board services, relational databases , creation of Web-sites (including e-commerce) video-conferencing, etc.

3. Desired Impact

- At least 30 CEDO's will be reached by this program.
- CEDOs will gain a leading edge in the delivery of the services through a more effective use of appropriate technologies. .
- CEDOs will have gained added efficiencies in managing their enterprise.
- CEDOs will show evidence of expanded networks and partnerships through their capacity to reach new sources of information.
- The addition of new technology will have a direct impact on the long-term viability of the enterprise.

4. Conditions for application .

- Complete the application form found on the CEDTAP Website
- Be legally incorporated as a non-profit organization
- Have the administrative capacity to manage and report on the funds provided
- Agree to document and disseminate the learning and impact resulting from the introduction of these new technologies.
- Agree to contribute at least **40%** of the total costs of the initiative.
- As CEDTAP funding is considered as seed money, the CEDOs are encouraged to seek other financial contributions for the technical assistance assignment.

Engagement Program Description

Engagement Program 1: Mentoring and Coaching Technical Assistance

1. Objective

CEDTAP will offer technical assistance to emerging CED organizations and Community Based organizations to help them build the foundation for sustained CED involvement. CEDTAP will help improve the capacity of the organizations to successfully plan, manage and carry out local development initiatives and to provide guidance through the different development phase of their project. (Foundation building, development phase and start-up phase.)

1. Program strategy

- Coaching and long-term mentoring to communities will be the favoured TA approach.
- The coaching model should help CBO's gain more skills in social entrepreneurship and in running a business venture hence retain and reinforce also their social skills
- The professional technical assistance provided should facilitate the empowerment of the individuals involved in the initiative
- Support can be provided up to a period of two years
- CEDTAP seeks organisations who have the ability to generate real results from the TA received and bring forward innovative initiatives
- All emerging groups should gain more depth in understanding CED principles and models

2. Impact.

CEDTAP will reach at least 100 Community based CED initiatives and provide them with adequate technical assistance and will seek results in the following capacity building areas:

- Learning and knowledge acquisition
- Enhancing leadership and decision-making processes
- Strengthening business/project planning and development
- Building organizational management effectiveness and efficiency
- Promoting economic viability
- Promoting social viability
- Increasing access to sectoral expertise
- Foundation building for effective evaluation processes

3. Conditions of application

- Complete the application form found on the CEDTAP Website
- Be legally incorporated as a non-profit organization
- Have the administrative capacity to manage and report on the funds provided
- Agree to document and disseminate the learning and impact resulting from the introduction of these new technologies
- Agree to contribute at least **20%** of the total costs of the initiative
- As CEDTAP funding is considered as seed money, the CEDOs are encouraged to seek other financial contributions for the technical assistance assignment

Engagement Program 2. Exchanges between communities

1. Objective

CEDTAP would support CBOs developing linkages with CEDOs, which, in turn, could serve as mentors to the less-experienced organizations.

2. Program strategy

We would favor linkages between CBO's and mature CEDO's to provide CBO's with the opportunity to learn from more advanced organizations in the hope that the CEDO's can act as mentors to the newly developing initiatives.

- Possible long-term partnerships or linkages are a desirable outcome and should be encouraged
- The exchange program could provide opportunities for more than two communities to meet. The CBO's will determine what type of encounter they will need
- The exchange could also include some ICT capacity to ensure long lasting and efficient communication between the parties
- The exchange program could also include the involvement of local and regional development agencies and of universities

3. Impact

At least 50 CBO's will benefit from this program.

- Long-term relationships established within the community leading to eventual partnerships
- Opportunity for more long standing organization to mentor newly created organizations

4. Conditions for application

- Complete the application form found on the CEDTAP Website
- Be legally incorporated as a non-profit organization
- Have the administrative capacity to manage and report on the funds provided
- Agree to document and disseminate the learning and impact resulting from the exchange
- Agree to contribute at least **20%** of the total costs of the initiative.
- As CEDTAP funding is considered as seed money, the CEDOs are encouraged to seek other financial contributions for the exchange initiatives
- The costs covered will be mainly for travel, accommodations and communications. Honorarium costs to bring in specific expertise in the exchange will be admissible up to 25% of the total cost of the initiative

Engagement Program 3. Computer technology acquisition

1. Objective

Enable new and emerging organizations in CED to acquire the basic computer technologies to operate their programs and services more efficiently.

2. Program strategy

- New emerging initiatives will have the opportunity to acquire basic computer technologies (hardware and software) needed to run their programs
- Participants will be allowed to purchase standard computer hardware products, basic management software such as basic accounting programs, off the shelf databases, office management suites, program management software and desktop publishing software and other basic management related software
- The program will also require the organizations to be connected to the World Wide Web services
- Training in the use of new computer technologies will be required and may be offered through CEDTAP

3. Impact

At least 50 CBO's will be reached by this program. .

- CEDOs will have gained added efficiencies in managing their enterprise.
- CEDOs will show evidence of expanded networks and partnerships through their capacity to reach new sources of information

4. Conditions of application

- Complete the application form found on the CEDTAP Website
- Be legally incorporated as a non-profit organization
- Have the administrative capacity to manage and report on the funds provided
- Agree to document and disseminate the learning and impact resulting from the use of new computer technologies.
- Agree to contribute at least **40%** of the total costs of the initiative.
- As CEDTAP funding is considered as seed money, the CEDOs will select in priority the application that have sought other financial contributions.
- The costs covered will be mainly for travel, accommodations and communication. Honorarium costs to bring in specific expertise in the exchange will be admissible up to 25% of the total cost of the initiative

Engagement Program 4. Target group initiatives

Purpose

Some communities of interest have had greater difficulty engaging in CED activities. Their living conditions are often more precarious. To be active members in the community and in order to ensure the success of their initiatives, the CBO's representing these specific groups will need extra support in order to be effective implementers of services and goods for their community of interest.

1. Objective

CEDTAP will offer emerging groups from specific communities of interest (youth, aboriginal, new immigrants, women's, disabled or other disadvantaged groups of society) extra support to facilitate their engagement in CED initiatives.

2. Programming strategy

- The funds granted under this window will be provided by priority to communities of interest that are applying to the mentoring and coaching window but need additional skill development to engage in their project effectively
- The financial support maybe used to help these specific communities re-inforce emerging or existing skills such as leadership, entrepreneurial, organisational development, management and sectoral skills, etc:
- The extra funds will be granted after a thorough need assessment and on the recommendations of the CEDTAP regional representative and of the TA providers involved
- The funds allocated will serve for training, coaching processes or learning events

3. Impact

- 50 initiatives from target groups will be supported in this component.
- The participant group's will have an increase capacity for social entrepreneurship and will acquire more confidence and recognition within the larger community setting.
- We hope that a relatively large number of these organisations will initiate CED projects within the same year.

4. Conditions for application

- Fill the application form proposed in the CEDTAP Website
- Be legally incorporated as a non-profit organization or be fostered by a legal entity that can act as a trustee for the organisation. (See CEDTAP's policy on public entities)
- Have the administrative capacity to manage and report on the funds provided
- Agree to document and disseminate the learning and impact of the introduction of these new technologies
- Agree to contribute at least **20%** of the total costs of the initiative. (In special circumstances, CEDTAP will agree to a 10% contribution in cash and a 10% in-kind contribution
- As CEDTAP funding is considered as seed money, the CEDOs are encouraged to seek other financial contributions for the technical assistance assignment