

CPC Envision Proposal Evaluation Criteria

A proposal will be considered in relation to how well it aligns with the **evaluation criteria** described below. A *preferred proposal* will *meet many* of these criteria. A preferred proposal will be written in a manner that clearly describes the circumstances around unmet criteria.

- **New ministry:** Proposal should involve doing something *new* or taking an *innovative or creative direction* with a current initiative.
- **Self-sustaining:** Proposal should demonstrate the potential for future success *without any further investment* from the Envision Fund. Envision funds should *not* be requested for the *ongoing operating budget* (or day-to-day expenses) of CPC or an outside organization. Examples of ways a proposal might meet this criteria include:
 - By requesting *one-time expenses* for resources such as equipment, training, or facilities.
 - By requesting *seed money* to start a program which, once established, will find other sources of regular funding.
 - By demonstrating a *path to self-sustainability* such as through new revenue generated.
- **Long-term solution:** Proposal should work toward a *hand-up* rather than a hand-out.
- **Stewardship:** Proposal should exemplify *responsible management* of funds.
- **CPC Member involvement:** When appropriate, proposal should extend an opportunity for *CPC members* to be involved and contribute their *time and talents*.
- **Shared investment:** Depending on the scope of the proposal, *additional sources of funding* are encouraged.

In the case of **CPC capital improvement only**, a proposal may be a combination of *improvement* and *maintenance or repair* which are described as:

- **Improvements** involve development or upgrades that *change the function of our current facility or enhance our ministry*.
- **Maintenance or repairs** that are *too large* to be reasonably covered by traditional CPC funds may be considered. The *urgency* of the proposal will be considered in these cases.