



CHRF Guidelines for Program Funding

CHRF is a funding source to assist the CHRA in the development and implementation of ongoing professional development programs that help improve the target audience's job readiness in the workplace.

Funding for approved programs can be provided for multiple years. In this case, the Foundation will require the CHRA to reapply for funding every two years.

How to Apply:

1. Submit a proposal to CHRF's Program Committee.
2. The proposal should contain the following:
 - Title of the Program
 - A brief abstract presenting the purpose of the program and intended goals to be achieved.
 - How the success of the program will be evaluated. This should include an outlined process that will provide evidence of the expected outcomes.
 - Amount of funds being requested and how it will be used.
3. Proposals are to be submitted to James Packer, Vice President of the CHRF Board of Directors. They will be reviewed by the Program Committee of the CHRF. The committee will evaluate the proposal based on the scope of the program, its intended goals, and how it addresses the mission of the CHRF. The Program Committee will present its recommendations to the CHRF Board for approval.
4. Submissions will be responded to within one month of receipt.