

## ***Resourcing Policy***

*Approved by the Governing Council – June 4, 2013*

---

### **Membership Fee Principles**

- Membership fees will be established to demonstrate the financial commitment of member organizations to the work of the Coalition.
- HCCC is committed to retaining and increasing its membership funding base.
- Membership fees will be based on a sliding scale of the combined or consolidated income representing the total income of all of the parts of an organization – which could be derived from one or more of the annual T3010 reporting forms to the Canada Revenue Agency.
- HCCC's core budget is derived from membership fees. Increases or decreases to the annual budget may be required, based on the needs of the Coalition's members (i.e. for activities, initiatives, special projects, etc.) and/or the size of the organization's surplus/deficit. The membership fee structure will not be changed before April 1, 2016, and will be reviewed annually thereafter. Any future changes to the fee structure will be communicated to the membership no later than 6 months in advance of a fee change. HCCC's fiscal year runs from April 1-March 31.
- Flexible payment plans will be provided.
- Membership fees will be pro-rated as of the date of membership approval for any applications that are received and approved part way through the Coalition's fiscal year.

## Fees – Full Membership

Tier	Fee	Annual Revenue
1	\$20,000	\$124 million or more
2	\$17,500	\$64 million to \$123,999,999
3	\$15,000	\$32 million to \$63,999,999
4	\$12,500	\$16 million to \$31,999,999
5	\$10,000	\$8 million to \$15,999,999
6	\$ 7,500	\$4 million to \$7,999,999
7	\$ 5,000	\$2 million to \$3,999,999
8	\$ 2,500	\$1 million to \$1,999,999
9	\$ 1,200	\$300,000 to \$999,999
Affiliate Member *	\$ 500	Under \$300,000

(\*specifically for organizations whose revenues are less than \$300,000 annually.)

### Core Funding

Core funding refers to basic costs related to the administration of the Coalition, including staffing, financial services fees, general office expenses, consulting fees; travel and meeting expenses for employees and where, applicable, some travel and meeting expenses for committee or task force members.

Since full membership fees are utilized for HCCC's core activities, any subsidies and/or travel and meeting expenses for which HCCC might offer to pay, will apply to **full** members only. In general, all members are required to pay for their own expenses to attend meetings.

A principle expectation of full membership is that member organizations endorse the concept of providing 'IN KIND' support in addition to membership fees. This is intended to provide the person-power and expertise required to act on HCCC priorities. Members will do their best to respond to requests for assistance where possible (e.g. full or part time secondments on a project basis; participation in project teams, committees, task forces, etc.)

### Additional Funding

- Funding will be sought for projects that directly relate to the priorities set by the

membership.

- Funding from government, foundations, the health industry and corporations will be considered subject to the following guidelines:
  - Funding partnerships must further the mandate, goals and objectives of HCCC.
  - Funders must not attempt to influence the advocacy positions taken by the HCCC.
  - Editorial control of any report produced through a funding partnership rests exclusively with the HCCC.
  - Funding arrangements will be accompanied by a partnership agreement between HCCC and the funding partner to ensure that the interests of all parties are respected and protected.
  - HCCC will not receive funding from any organization that engages in activities or is responsible for products that harm the health of Canadians.
  - Federal Government funding or funding from its arms-length agencies may be sought.
  - Health industry/Corporate and/or Foundation funding will only be sought for unique projects that relate to the priorities of HCCC and can only be accomplished by a coalition such as HCCC.
  - Every attempt will be made to identify and work with organizations that focus their investments on collaborative efforts.
  - There must, at all times, be no conflict of interest (perceived or real) in any partnership.
  - All projects will be developed and managed by HCCC.

**HCCC will not compete with its members for funding.**