East Toronto Health Partners

EAST EFFORT

COMMUNITY COVID RESPONSE PROJECT

fhc FLEMINGDON HEALTH CENTRE

1. East Effort Project Funding application received.

2. Application is reviewed by committee. (weekly) If approved continue, if not, feedback will be provided.

3. Applicant receives an Agreement, Reporting tools and Budget with Codes allocated by FHC finance.
(grassroots groups may be supported differently)

4. Monthly expense reports with documentation are submitted to FHC using the appropriate codes.
Every 2 weeks progress reports submitted.

5. FHC will reimburse approved expenses.
(repeat 4 & 5 monthly and every 2 weeks)

6. Final reporting submitted to FHC within 2 weeks of completion, all dated and executed by March 31st.