

## **Schedule H - The Healing Pathway Society Revenue Fund**

### **Rationale for Establishing a Revenue Fund**

Our Constitution states that the purpose of the Healing Pathway Society is to nurture and encourage the education of the public on the benefits of the practice of prayer and being a healing presence and to train instructors and practitioners. Some barriers to this goal have been identified. The teaching in Luke beginning at 7: 41 and other parables involving the inability to pay, point to the holy act of providing from a generous heart. This belief in abundance was affirmed by participants at the Instructor's Gathering 2017. The Fund begins a shift to broaden the ways the Society can grow the Pathway.

### **Need for a Fund**

The purpose of the fund is to encourage various communities, including congregations to host workshops by removing concern for debts that often exist which include, but are not limited to: under-subscribed workshops, remote locations, and smaller communities.

### **Basic Principles that Guide the Fund**

- A. Accessibility
- B. Fairness
- C. Sustainability . . . (see 1 A & B below).
- D. Promoting Diversity – including the following groups: First Nations; Students; Young People; Differently-abled; Socially Disadvantaged; Visible Minority Groups; LGBTQ; New Regions; and Remote locations . . . (see 2 B below).
- E. Accountability: it must be demonstrated that due diligence by the hosting group has been achieved . . . (see 3 below).

### **The Sustainable Revenue Fund**

1. A percentage, stated in dollar amounts, is set aside each year by the Directors' Circle to assist workshops. The Directors' Circle has discretion to approve total expenditures from the Revenue Fund. The financial amount dedicated to the "Revenue Fund" is sustainable, and consistent with good financial practices, as it is based on a percentage of the overall budget (consolidated revenue\*).

\* A consolidated revenue approach is used as it provides greater certainty, is sustainable and precludes the establishment of donation directed items.

\* The Directors' Circle when reviewing the operational budget, determines the amount to be set aside for the fiscal year, together with a maximum dollar amount for each request.

\* Donations unless otherwise specified go to the general fund and are budgeted accordingly.

### **2. Priority allocation:**

- A. The Funds will not be allocated on a first-come/first-served basis. Applicants may apply to HealingPathwayCanada@gmail.com at any time providing the name and location of the workshop, and details indicating compliance with the due diligence criteria outlined in section 3 below. The Coordinating Circle and the Directors' Circle review applications at regular intervals throughout the year.

- B. Priority will be given for remote or new regions and/or workshops that have not been offered for a prolonged period.

### **3. Requirements to access the fund – due diligence**

- A. To utilize the fund a Coordinator/host of the workshop must show an effective communication plan including: advertising done in a timely way (set a timeline).
- B. Was the intention set and a minimum number of participants established that a workshop needed to operate?
- C. Demonstrate to what extent attempts have been made to co-sponsor with other groups, the larger community, other churches and/or other agencies.
- D. Declare other funding sources.
- E. The complete application process is included as Appendix A: Process of Application to the HPS Revenue Fund.

### **Requirement that Healing Pathway Instructors work in pairs**

In the same way the disciples were sent, it is the practice that Instructors work in pairs. The Coordinator Guidelines state: “unless there are special circumstances (e.g. remote areas, small groups).” The Healing Pathway tradition of Co-Instructors ensures support and accountability between Instructors and helps to focus and hold energy as a sacred presence in the space. Further, it allows one Instructor to work with the group while the other can offer support to those who may need extra help, covers liability/safety issues better, creates more robust workshops and offers greater opportunity for seasoned Instructors to mentor new Instructors and/or Instructors- in-training.

#### **1. Circumstances that would permit a solo Instructor situation:**

- A. Illness or Emergency;
- B. No co-leader can be found to replace an absent Instructor despite attempts;
- C. Remote location – or a small group (6 or less).

#### **2. Requirements for Solo Instructors:**

- A. A seasoned helper be present to assist;
- B. Full course evaluation to be submitted by the Helper.

## Appendix A: Process of Application to the HPS Revenue Fund

**APPLICATIONS:** Applications to the HPS Revenue Fund may be submitted by Workshop Coordinators at any time during the year. The Coordinating Circle will review the applications and make recommendations to the Directors Circle on a quarterly basis (i.e., September-November, December-February, March-May, and June-August, in alignment with the HPS fiscal year).

**ALLOCATION:** The allocation of Revenue Funds will be prioritized for areas where there is potential for sustainable growth of the Healing Pathway ministry and/or where workshops have not been held for a prolonged period. Other priorities may be considered at the discretion of the Coordinating Circle and Directors Circle.

**APPLICATION CHECKLIST:** The requests to the Revenue Fund must include the following:

- A. Phase of the Healing Pathway workshop;
- B. Dates and location;
- C. Sponsoring Church or Community Group;
- D. Names of Coordinator and Instructors;
- E. Communication Plan, including advertising widely and in a timely manner in advance of the workshop;
- F. The brochure or flyer for the workshop to be attached;
- G. The budget established, including all workshop revenue and expenses and number of participants needed to meet the budget (see Schedule I);
- H. Any efforts made to co-sponsor or partner with other churches, groups, or the larger community;
- I. Declaration of any other amounts of funding or contributions;
- J. The amount requested from the Revenue Fund by the sponsoring group;
- K. The date of the last Healing Pathway workshop held in the sponsoring community;
- L. Were specific intentions set for the number of participants needed to make the workshop viable?

**SEND TO:** Once the checklist is complete, please send the application to the HPS Program Assistant electronically at [Healingpathwaycanada@gmail.com](mailto:Healingpathwaycanada@gmail.com) or by mail at the following address: Healing Pathway Society, 95 Van Horne Street, Penticton, B.C., V2A 4J9

The Program Assistant will acknowledge receipt and forward the application to the Coordinating Circle for consideration of the request, as stated above. Their recommendation for any allocation from the Revenue Fund will be sent to the Directors Circle for decision on a quarterly basis. The decision will be communicated electronically to applicants in a timely manner.

**QUESTIONS?** Please refer to the HPs website - [healingpathway.ca](http://healingpathway.ca) - for the *Coordinators Guidelines* which contain all necessary information for the planning and organization of Phase 1 and Phase 2 workshops. Further questions may be sent to the Program Assistant at [Healingpathwaycanada@gmail.com](mailto:Healingpathwaycanada@gmail.com) who may direct them for the most accurate answer.