



## Survey of Montreal Community Organizations

October 2001

In our role as a provincial, nonprofit organization offering support to community organizations, the Centre for Community Organizations (COCO) is interested in having the community organizations we exist to support help guide our objectives and programming. This desire stems from the principle to assure that our work remains appropriate to your needs and the reality of the sector. As a result, we are asking community organizations (regardless of the extent to which they are familiar with our work) to complete this survey and send it back to us within ten days. It is our belief that by participating in this survey, you and others will be helping to provide the Montreal community sector with one of the first-ever attempts to gain a better understanding of its reality (eg. capacities, partners, funders, etc.) and the impending challenges and issues before it. We are pleased to recognize the collaboration of the Centre québécois de philanthropie, and RIOCM (Regroupement intersectoriel des organismes communautaires de Montréal) for their participation in the design and implementation of this survey.

The entire survey should not take you more than 20 minutes to complete. Ideally, we are hoping that someone who has a solid understanding of your organization's reality such as a senior board member or coordinator will complete the survey. If a question is not clear, please respond to the question that you believe we are attempting to ask or give us a call for clarification. Point form is fine as long as your meaning remains clear. The specific responses from your organization will not be shared with any other organization. Confidentiality is assured regardless of whether you elect to identify your name and organization at the end of the survey or not. COCO looks forward to sharing the general results of this survey with all participating organizations!

To thank you for completing the survey, COCO is having a draw for one of the following directories of funding sources for Quebec non-profits donated by the Centre québécois de philanthropie:

- 1) the Foundations Directory (over 1290 names of Funds and Foundations, a value of 189 \$);
- 2) the "Entreprises donatrices et commanditaires", (1300 names of corporations and other businesses that give to and sponsor Quebec non-profits, a value of 219 \$), or

3) the exclusive Répertoire des chefs de file du Québec, a list of 2600 names of Quebec business leaders (11 % of which are women), known for their generosity and involvement in the non-profit sector, (a value of 259 \$). The draw will be held at the COCo offices in the second week of November.

The person responsible for gathering the survey data is Gillian Keefe. If you could take the time to fill out the survey today and fax or mail in your responses, you would save us the effort of making a follow-up call to your organization. If you have any questions, Gillian will be pleased to hear from you and can be reached at the COCo office below.

Thanks in advance for agreeing to participate in what we believe is a very important Montreal initiative!

Sincerely,

Michael Stephens and Frances Ravensbergen (Co-directors)  
Centre for Community Organizations  
3680 Jeanne-Mance, Suite 470  
Montreal (Quebec) H2X 2K5  
(514) 849-5599; (514) 849-5553 (FAX)  
coco@cam.org [coco@cam.org](mailto:coco@cam.org)

P.S. For more information about COCo, please consult COCo's mission statement, history, and list of objectives annexed to the survey or ask us to fax/mail you our pamphlet.

## **The Survey**

Please return this survey to COCo via our fax 849-5553, or electronically via our e-mail [coco@cam.org](mailto:coco@cam.org) or via the post at Centre for Community Organizations, 4680 Jeanne- Mance, suite 470, H2X 2K5

## **Information Gathering About Your Organization**

1) What is your role within the organization?

---

2) How long have you been involved?

---

3) What is the focus of your organization's work? (eg. Women, youth, mental health, Chinese community, community economic development, etc.)

---

4) In what year was your organization founded?

\_\_\_\_\_

5) How would you classify your organization:

I) Language:

Primarily English-speaking |

Primarily French-speaking |

Bilingual |

Using a third language most of the time |

II) Primary focus of Activities (check more than one if appropriate)

Provides services \_ | Advocates on behalf of a specific population \_ | Lobby

and social action group \_ | Education/training \_ | Research/publication \_ |

Other \_\_\_\_\_

III) Scope:

Local or neighbourhood

Greater Montreal Area

Provincial

Canadian

International

6) Human Resources:

a) Number of full-time staff

b) Number of part-time and contract staff

c) Number of board members

d) Approximate number of active volunteers (if any)

e) Approximate number of members (If your organization is not a membership organization put '0')

7) Your group's average annual revenue is (please check one):

\$0 | \$21,000-\$50,000 | \$151,000-\$250,000 |

\$5,000 or less | \$51,000-\$100,000 | \$251,000-\$350,000 |

\$6,000- \$20,000 | \$101,000-\$150,000 | \$351,000-\$500,000 |

\$500,000 or more

8) The approximate percentage breakdown of your organization's funding sources

Federal Government

Provincial Government (Fond de lutte, Régie Régionale, etc.)

Municipal Government

Foundations

Centraide/Federation CJA

Significant donations from individuals

Fund-raisers

Corporate sponsorship  
Funds from parent organization  
Other (please indicate eg. membership, sales/service fees, etc.)

TOTAL 100%

9) Has your organization been involved in any of the following fund-raising activities or received financial contributions from any of the follow sources in over the past two years? (check off as many as apply to your organization)

Member of parliament (discretionary funds) | Bingos/casino nights  
Unions | Direct mail/telemarketing/telethons  
Service Clubs (eg. Knights of Columbus, etc.) | Door-to-door  
Religious community | Service fees  
Membership fees | Sale of items  
Fundraisers/special events | Other : \_\_\_\_\_  
Soliciting donations from individuals

10) Please describe which of the following best describes your situation:

- a) Our organization has charitable status
- b) We plan on applying or have recently applied for a charitable number.
- c) We did not apply because we believed it would not be accepted.
- d) Our application was refused or our number was revoked.
- e) Our organization does not want charitable status
- f) Our organization has not thought about obtaining status yet.

11) a) Does your organization usually train internally or spend money for professional development of:

staff Yes No | board Yes No | volunteers Yes No

b) Do you ever conduct internally or spend money on organizational development training dealing with planning, mission development, program design, systems analysis, evaluation, etc. Yes \_ | No \_

c) How much on average (if any) do you spend for a) and b) combined each year? \_\_\_\_\_

Survey Questions

A) Staff and Volunteer Development

1) In your role within the organization, what are the challenges or difficulties that you regularly encounter (please be specific)?

2) What skills do you feel would be beneficial for you and others (staff, board or volunteers) to develop (or perfect) within your organization?

3) What are one or two things COCo could do to help support you in your role within your organization?

## Organizational and Community Development

- 1) What are one or two of the greatest challenges facing your organization?
- 2) What specific issues surrounding funding and fundraising are of interest to your organization?
- 3) As previously mentioned the Centre québécois de philanthropie publishes three Funding source directories. Which one(s) would your organization find the most useful if they were to made available in English and were available for free consultation at the COCo office before purchase?
  - \_ 1) Fonds et Fondations du Québec (over 1290 names of Quebec, Canadian and International Funds and Foundations for Quebec nonprofits);
  - \_ 2) Entreprises donatrices et commanditaires, (1300 names of corporations that give to Quebec nonprofits)
  - \_ 3) Répertoire des chefs de file du Québec, ( 2600 names of Quebec business leaders)
  - \_ 4) I couldn` t see our organization using any of these directories
- 4) If you and other staff or board were to take the day off to reflect on or resolve an important issue for your organization, what would that be?
- 5) Are you a member of or involved in any local, regional, provincial, or national Regroupements or Tables?  
Yes\_ | No \_ (Please indicate the one(s) in which you are the most involved.)  
If yes, what are they?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- 6) Are you involved in, or know of, any community development initiatives or projects that involve many different organizations or resource people within your community? Please list the full name of the initiatives (and a phone number if you have it!)  
\_\_\_\_\_  
\_\_\_\_\_
- 7) Does your organization partner with other organizations for any aspect of your programming (eg. Co-sponsorship of events, etc.). If so, with which separate organizations are you linked ?
- 8) Over the course of the last 2 years, to what resources have you turned in order to meet your organization's organizational development or professional development needs? (Please provide specific names if possible)

9) COCo has a resource centre open to other nonprofits and is interested in helping people link with other resource centers in existence. Does your organization have a resource centre open to others? Additionally, do you know of any organizations that do have a resource centre (French or English) to which COCo could refer others? If so please list the name of the group and type of information available (eg. information on environmental issues, child care, activism, community development, etc.)

### **Questions about "the bigger picture"**

1) What source(s) of information (if any) do you use to keep abreast of what is happening in the Montreal community sector?

2) To what degree do you believe your organization is aware of what is going on at the provincial level with respect to the community sector? In other words, do you feel plugged in to the bigger picture?

Absolutely\_ | To fair degree\_ | Somewhat \_ | Not really | Not at all \_ | Not interested in these issues \_

3) What issues do you believe would be worth exploring collectively in an event organized by COCo?

4) What do you believe will be the greatest challenges or threats facing the community sector in the next 3 years?

5) What issues or areas of community or social change research (eg. data collection, reports, studies, probe, etc.) would you like to see COCo undertake?

### **COCo's Projected Role**

(If you are not too familiar with COCo's work to date, please consult COCo's mission statement, history, and list of objectives annexed to this document)

1) What role(s) would you like COCo to play in the community and social change sectors? Where do you think we should be putting our energies?

2) How can COCo best support community organizations such as yours?

3) Can you think of one thing that no other organization is doing that you believe COCo should be doing, creating, or encouraging?

## Additional Comments or Questions

Please use this space to ask us questions or give us your comments:

Although it is not mandatory, COCo is strongly encouraging all organizations to complete the following information. All information is confidential and no organization's name will appear in the report to be released once the information has been compiled and analyzed. Completing this information will enable COCo to follow-up on any information that is sent in. It is also necessary to complete this information if you would like a copy of the survey results sent to your organization or to be entered into the draw for the free fundraising directory.

Name of Organization \_\_\_\_\_  
Please contact me Yes | No  
Address \_\_\_\_\_  
Your name and title \_\_\_\_\_  
Phone Number \_\_\_\_\_  
Fax Number \_\_\_\_\_  
Organization Email \_\_\_\_\_  
Website? \_\_\_\_\_

**Thank you very much!**

**Please return this survey to COCo via our fax 849-5553, or electronically via our e-mail [coco@cam.org](mailto:coco@cam.org) or via the post at Centre for Community Organizations, 4680 Jeanne- Mance, suite 470, H2X 2K5**

## **COCo's Mission**

Strong organizations and communities are building blocks that promote social justice, active citizenship, local democracy, and socio-economic development.

Toward this end, the Centre for Community Organizations (COCo), a provincial, nonprofit organization supports the building of community and organizational strengths through accessible and participatory training and development work primarily in the English-speaking and bilingual sectors.  
Sept. 5, 2000

### Coco's Three Areas of Focus

- 1) organizational and leadership development,
- 2) encouraging opportunities for networking and collaboration, and
- 3) community development support.

## **COCo's Approach**

COCo endeavours to encourage social change in the work we conduct with community organizations. This involves developing healthy organizations and strong communities through building capacity, increasing participation and encouraging social, economic, and ecological justice. Additionally, COCo prides itself in its equal focus on both the process of its organizational development work with groups and the more tangible outcomes and results.

The values that guide our work are:

- Working with organizations who are interested in working toward social change
- Long-term health of nonprofit organizations and communities
- Accessibility and appropriateness of COCo's work
- Active involvement of citizens participating in the development
- of their organizations and communities
- Questioning, reflecting and acting
- Developing relationships built on trust and mutual respect
- Understanding the context of the world around us
- Creativity, experimentation, and fun
- Co-operation and exchange of skills and experiences
- Integrity