



Applications due by:

**September 12, 2022 at 12:00 p.m.**

## **2022 Resident Grants Pilot Guidelines**

City of Toronto – Community Development Unit and Community Funding Unit  
Social Development, Finance & Administration

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# Application Process

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1. **Review** these guidelines to ensure your group and project idea are eligible for funding.
2. **Submit** the completed application by **September 12, 2022 at 12:00 p.m.**

[Click here to complete the online application.](#)

## Need to get in touch?

We encourage you to get in touch to discuss your application.

- a. If you have questions about your local cluster, contact [neighbourhoods@toronto.ca](mailto:neighbourhoods@toronto.ca).
- b. If you have questions about the grant guidelines, application or trusteeship, contact Lindsay Jackson at [lindsay.jackson@toronto.ca](mailto:lindsay.jackson@toronto.ca).

# Resident Grants Pilot Information

## Background

The [Toronto Strong Neighbourhoods Strategy \(TSNS\)](#) is the City of Toronto's action plan for building partnerships in Toronto's neighbourhoods so they can succeed and thrive. The strategy supports community well-being by partnering with residents, community agencies and businesses to invest in people, services, programs and facilities in Neighbourhood Improvement Areas (NIA's). The strategy strengthens the social, economic and physical conditions and delivers local impact for city-wide change.

In March 2020, the Province of Ontario enacted a Declaration of Emergency to protect the public and help contain the spread of COVID-19. As such, Toronto Strong Neighbourhoods Strategy activities were suspended and City staff were redirected to support vulnerable residents, families and communities through the [Community Coordination Plan](#).

The Community Coordination Plan was developed by the City of Toronto and United Way Greater Toronto to ensure coordination and communication with more than 400 community-based agencies in response to the COVID-19 pandemic. This new model of partnership has implemented service coordination and hyper local solutions across twelve clusters to meet the needs of Torontonians and will continue to evolve beyond COVID-19 response efforts.

Each cluster is led by a team of two Cluster Coordinators who convene and support community organizations that are responding to the emerging needs of vulnerable people. Cluster Coordinators also work with local Councillors' offices to respond to urgent issues.

## What is the purpose of the grant?

The Resident Grants Pilot supports place-based resident-led projects that are engaged in local activation that focuses on wellness, social inclusion, and the promotion of civic engagement and education across all neighbourhoods. The Resident Grants Pilot will prioritize the leadership and participation of Indigenous, Black and other equity-deserving groups within Neighbourhood Improvement Areas and Emerging Neighbourhoods.

For more information on the City's commitment to Equity, Diversity and Inclusion, please visit: <https://www.toronto.ca/city-government/accessibility-human-rights/equity-diversity-inclusion/>

## What is the grant size?

- Total of \$200,000 is available with specific allotments for each Community Coordination Plan Cluster based on principles of equity, including the number of Neighbourhood Improvement Areas and/or Emerging Neighbourhoods in each cluster
- Applicants can apply for \$4000

## What is the time-frame?

- Activities funded through this grant must be implemented between November 1<sup>st</sup> 2022 and May 31<sup>st</sup> 2023
- Activities must be a one-time event or completed within a 1 month period

## Who is eligible for funding?

Applicants must meet all of the following criteria:

1. Applicants **must** be a resident-led group consisting of at least 3 members.
2. Group leads must live within the geographical area of their Community Coordination Plan cluster. To determine which cluster area you live in, see the list below in "Connecting with Your Cluster" section.
3. If you are serving food, one group member must have a Food Handler Certificate OR be willing to participate in training to receive a Food Handler Certificate
4. Comply with the [City of Toronto's Grants Policy](#).

Ineligible applicants include:

1. Groups with all members living in the same household
2. Non-profit organizations
3. Individuals or for-profit businesses or ventures (including BIAs)
4. Religious organizations that cannot show a clear separation between religious and community service functions
5. Political parties
6. Grant-making organizations
7. Industry or trade associations
8. Organizations with mandates from other levels of government (universities, schools, hospitals, etc.)
9. Landlord/tenant and condominium corporations

Trusteeship:

A trustee is an incorporated not-for-profit organization and/or registered charity with audited financial statements that becomes a "legal home" of your project. A trustee will hold funds and disburse monies to your group, assume liability for project activities, and provide insurance, administrative supports and mentorship. Applicants will be required to work with one of five trustee organizations connected to the Resident Grants Pilot.

For more information about trusteeship, please visit [Shared Platforms - Ontario Nonprofit Network \(theonn.ca\)](https://theonn.ca)

## Projects and Activities

Project activities will align with the five priority areas of the [Toronto Strong Neighbourhood Strategy 2020](#):

- Economic Opportunities:
  - Examples - jobs skills workshop, certification workshop, employment forum
- Healthy Lives
  - Examples - nutrition workshop, wellness day, gardening event
- Participation in Decision Making:
  - Examples - community speak out event, leadership training, civic action forum
- Social Development:
  - Examples - educational workshop/forum, back to school event, neighbourhood festival
- Physical Surroundings:
  - Examples - community beautification event, neighbourhood walking tour, community art event

The Resident Grants Pilot will prioritize the leadership and participation of Indigenous, Black and other equity-deserving groups.

For more information on the City's commitment to Equity, Diversity and Inclusion, please visit - <https://www.toronto.ca/city-government/accessibility-human-rights/equity-diversity-inclusion/>

Events/Activities must:

- Be held within the geographical area of your cluster
- Be open and free for residents
- Occur in a public and accessible space
- Be a one-time event or a series of events that are completed within 1 month period
- Be held between November 1<sup>st</sup>, 2022 and May 31<sup>st</sup>, 2023

Events/Activities cannot:

- Be connected to a pre-existing agency or City-run program
- Be private or invitation only

## Connecting with your Local Cluster

Cluster	Name and Contact Information
North Etobicoke	Sherry Phillips <a href="mailto:sherry.phillips@toronto.ca">sherry.phillips@toronto.ca</a>
South Etobicoke	Wayne Robinson <a href="mailto:wayne.robinson@toronto.ca">wayne.robinson@toronto.ca</a>
North York	Rosemary Bell <a href="mailto:rosemary.bell@toronto.ca">rosemary.bell@toronto.ca</a>
Black Creek Humber Summit	Diarra Hughes <a href="mailto:diarra.hughes@toronto.ca">diarra.hughes@toronto.ca</a>
York Weston Pelham	Melody Brown <a href="mailto:melody.brown@toronto.ca">melody.brown@toronto.ca</a>
Downtown West	Tricia Clarke <a href="mailto:tricia.clarke@toronto.ca">tricia.clarke@toronto.ca</a>
Downtown East	Richard Kirwan <a href="mailto:richard.kirwan@toronto.ca">richard.kirwan@toronto.ca</a>
East York Don Valley	Edna Ali <a href="mailto:enda.ali@toronto.ca">enda.ali@toronto.ca</a>
Scarborough North	Blaine Felix <a href="mailto:blaine.felix@toronto.ca">blaine.felix@toronto.ca</a>
Scarborough South	Saida Osman <a href="mailto:saida.osman@toronto.ca">saida.osman@toronto.ca</a>

If you are unsure which cluster area you live in, contact [neighbourhoods@toronto.ca](mailto:neighbourhoods@toronto.ca)

## COVID-19 Restrictions

Recognizing that COVID-19 restrictions continue to evolve very quickly, it is the responsibility of applicants to stay up to date on and adhere to all [public health measures, advice and restrictions](#) that may impact the implementation of their project.

## Eligible Use of Funds

The following list outlines eligible costs:

- Project costs and supplies
- Space rental
- Honorarium for project leaders
- Compensation for Elders and honoraria for People with Lived Experience
- Transportation
- Planning and development
- Developing and supporting partnerships
- Delivery, materials and participant-related costs
- Small capital costs. Note: Contact City staff about any capital cost line items prior to submitting your budget request. Major capital costs are not eligible for funding. Minor capital expenses (e.g. equipment to support virtual activities, paint supplies for a

beautification project) may be eligible, provided City approval and conditional on an incorporated non-profit owning the equipment after the project is completed)

- Evaluation
- Interpretation and translation for events and communications
- Childminding

## Ineligible Use of Funds

Requests for the following purposes are **NOT** eligible for consideration:

- Fundraising events
- Donations to charitable causes
- Reserve funds
- *Major* capital costs. Note: Contact City staff about any capital cost line items prior to submitting your budget request. Major capital costs are not eligible for funding. Minor capital expenses (e.g. equipment to support virtual activities, paint supplies for a beautification project) may be eligible, provided City approval and conditional on an incorporated non-profit owning the equipment after the project is completed)
- Debt repayment or deficit funding
- Political or religious activities

## Demonstrating Impact

Successful applicants will be required to complete an evaluation report for their grant and present the successes and challenges from their project to the appropriate Community Coordination Plan cluster. To view the evaluation report, [click here](#).

## Review Process

Applications will be screened for eligibility by City of Toronto staff. Applications that are determined to be eligible will be further assessed by members of the Toronto Strong Neighbourhoods Strategy Advisory Group. Final recommendations for funding will be approved by the Executive Director, Social Development Finance and Administration, City of Toronto.

## Key Dates

Date	Activity
July 21, 2022	Grant Call Opens
<b>August 3rd, 2022 1:00 - 2:00pm</b>	Virtual grant info session #1  WebEx Information: <a href="https://toronto.webex.com/toronto/j.php?MTID=m23cd4f5447f898c71c46b256fa10566b">https://toronto.webex.com/toronto/j.php?MTID=m23cd4f5447f898c71c46b256fa10566b</a> Meeting ID: 2468 617 2536 Passcode: 74JSrfj6ire Call in Number: 416-915-6530
<b>August 18th, 2022 6:00 - 7:00pm</b>	Virtual grant info session #2  WebEx Information: <a href="https://toronto.webex.com/toronto/j.php?MTID=m3510b7eea93e3dbb47bc0406339fa72e">https://toronto.webex.com/toronto/j.php?MTID=m3510b7eea93e3dbb47bc0406339fa72e</a> Meeting ID: 2467 693 4189 Passcode: bUvQfNYq237 Call in Number: 416-915-6530
September 12th, 2022 12:00pm	Application due date
September/October 2022	Grant review process
October 2022	Funding announcement and release of funds
November 1 2022 – May 31, 2023	Project activities take place
June 30, 2023	Final Report Due

## Special Needs

Accommodation of special needs (e.g. documents in alternate formats, sign-language interpreters, off-hour meetings) is available as required to ensure that groups can fully participate in the funding process. For accommodation of special needs please contact Lindsay Jackson, Agency Review Officer, Community Funding Unit at [lindsay.jackson@toronto.ca](mailto:lindsay.jackson@toronto.ca) or (437)882-4691.

## Disclosure of Information

As mandated by the Municipal Freedom of Information and Protection of Privacy Act (1990) s. 27 and By-Law 974-1998 all information collected on this form, including personal information may be subject to full public disclosure which may include posting to a web site. Questions about this collection can be directed to the Supervisor of Community Funding at City Hall, 15th floor, East Tower, 100 Queen Street West, Toronto, ON M5H 2N2 or by telephone at 416-392-0102.