

# Vital Community Grants 2023

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*Community Foundation of Greater Peterborough*

## ***EXPRESSION OF INTEREST***

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### **SECTION 1**

Our suggested word limits are not meant to make life difficult for applicants but please know that organizations invited to participate in the Granting Circle will read your Expression of Interest and any subsequent applications. That's a lot of writing and reading hence the suggested word limits.

The grant management software requires character limits. If you are having difficulties answering any question within the limits, please let us know so we can adjust them.

*1000 characters = about 160 words or two short paragraphs*

Of course, shorter answers are fine if you can answer the question fully.

**If you would prefer to write a 2 page letter answering ALL the questions below,** please upload a pdf here

*File Size Limit: 5 MB*

### **Organization Name\***

*Character Limit: 100*

### **Qualified donee status**

Applicants must be a CRA qualified donee (follow link for definition of qualified donee). If you are not a qualified donee or are not sure of your charitable status, please contact the Community Foundation: [info@cfgp.ca](mailto:info@cfgp.ca)

Go to this link: CRA List of Charities  
Find your charity's listing. Cut & paste the URL.

For example, this is the page for the Community Foundation of Greater Peterborough. The URL for the page is: <https://apps.cra-arc.gc.ca/ebci/hacc/srch/pub/dsplyRprtngPrd?q.srchNm=Community+Foundation+of+Greater+Peterborough&q.stts=0007&selectedCharityBn=876232315RR0001&dsrdPg=1>

*Character Limit: 2000*

## Where do the people who use your services usually reside?\*

Check all that apply:

### Choices

City of Peterborough  
 Asphodel-Norwood  
 Cavan Monaghan  
 Curve Lake First Nation  
 Douro-Dummer  
 Havelock Belmont Methuen  
 Hiawatha First Nation  
 North Kawartha  
 Otonabee South Monaghan  
 Selwyn  
 Trent Lakes  
 Other

## SECTION 2

As a public foundation, grants from the Community Foundation are meant to benefit the community and align with our charitable purpose:

*to increase the efficiency and effectiveness of qualified donees in the City and County of Peterborough by providing financial support, advice and capacity building to foster the environmental, social, cultural and economic sustainability of the community through charitable means.*

### A. Please briefly describe your organization's mission or purpose, and key programs.\*

*We will use your answer to describe the work of your organization in communications with our board and the public. (150 words)*

*Character Limit: 1200*

### B. Which of these issues is your organization working to address?\*

Vital Community Grants align with [Peterborough's Community Safety & Well-being Plan](#) and are intended to help address priority areas.

### Choices

Belonging & Inclusion  
 Climate Change  
 Housing & Homelessness  
 Mental Health & Addictions  
 Poverty & Income Security

### C. Which equity-deserving groups does your organization serve primarily?\*

We recognize the intersectionality of issues and identity and are continuously looking for ways to better understand and prioritize different needs. *Check the answer that BEST or MOST OFTEN applies.*

#### Choices

Indigenous Peoples  
LGBTQ2S+  
People with disabilities  
Racialized people  
Other

### If you answered OTHER, please specify

*Character Limit: 250*

### D. Tell us about your organization's leadership.\*

In what ways do your board and senior staff reflect the identities and experiences of the people your organization serves? How do they reflect the diversity within our community? Are there organizational policies in place to ensure that your board and management staff reflects the experience and background of your clients, or does this happen in a more ad hoc way? (150 words)

*Character Limit: 1200*

### E. Does your organization have a policy that addresses equity, diversity and inclusion?\*

Please indicate what stage you are in this process.

#### Choices

Yes - approved & implemented  
Yes - approved but not implemented yet  
No - but we're working on one  
No - no plans for such in the next 12 months

### F. Does your organization have a committee or working group responsible for advancing equity?\*

According to a recent [Imagine Canada survey](#), leadership support, staff buy-in, and board engagement are the most frequently cited enablers of Equity, Diversity and Inclusion practices. Organizations with equity working groups are substantially more likely to engage in equity-enhancing practices of all kinds.

#### Choices

Yes  
No  
Not sure

## G. How does your organization include the people it serves in decision making processes?\*

Think about people with "lived experience" - either personal or professional - and the role they play in your organization's decisions. (100 words)

*Character Limit: 1200*

## H. How does your organization foster a sense of belonging & inclusion?\*

Think about staff, volunteers and clients, service users, audiences as well as the broader community.

*Character Limit: 5000*

### SECTION 3

To answer the next few questions, you will need a copy of your organization's most recent financial statements handy.

## A. What are your organization's annual operating expenses?\*

*Character Limit: 20*

## B. What is your organization's annual operating revenue?\*

Please use the figure from the most recent financial year end.

*Character Limit: 20*

For the next questions, please provide a percentage amount for each revenue type. The five answers should add up to 100%.

For example:

Core funding	20
Donations	25
Grants	30
Investments	5
Other	20

### a) Core funding\*

Regular funding provided by any level of government

*Character Limit: 3*

### b) Donations\*

*Character Limit: 3*

### c) Grants\*

*Character Limit: 3*

**d) Investments\***

(bank interest, earnings on investments)

*Character Limit: 3*

**e) Other\***

*Character Limit: 3*

**f) Please provide a brief explanation of "Other", if applicable**

*Character Limit: 1000*

**C. Does your organization provide a living wage to ALL staff over 18 years of age?\***

Insufficient income is an equity issue for many people including those who work in the charitable sector. The Community Foundation is a [Living Wage Employer](#) which means we pay all employees at least \$19.05 an hour, the current Living Wage for our area.

A living wage is not the same as the minimum wage, which is the legislated minimum all employers must pay and is set by the provincial government. The living wage reflects what people need to earn to cover the actual basic costs of living in their community (food, shelter, clothing, transportation, medical expenses, child care and modest recreation costs). Living wage employers voluntarily decide to pay a living wage and maintain their certification as new rates are calculated for their area annually.

**Choices**

No

Yes

**Additional information re: Living Wage**

Please add any comments here

*Character Limit: 250*

**D. In one sentence, how is your organization most likely to use a Vital Community Grant?\***

(about 50 words)

*Character Limit: 250*

**SECTION 4****How does the pandemic continue to affect your organization?\*****Choices**

Effects of inflation

Increased demand for services

Reduced demand for services

Reduced revenue

Staff burnout

Staff illness  
Staff recruitment  
Staff retention  
Supply chain issues  
Volunteer recruitment  
Volunteer retention  
OTHER

## Are you willing to participate in a granting circle to determine the allocation of the grants?\*

We ask organizations to carefully consider which member of staff, volunteer or service user is best suited to represent them in a Granting Circle especially when it comes to conversations about inequality and equity.

Is your organization able to commit to participating in a Granting Circle on the mornings of October 12th, October 19th and November 2nd? (Times and location TBA)

### Choices

Yes  
No

## How long did this Expression of Interest take to complete?\*

*Use number of hours to answer this question please. It will help us evaluate our grantmaking approach.*

*Character Limit: 5*

## Please provide any other feedback about the application process here:

Alternatively, please send an email to [info@cftp.ca](mailto:info@cftp.ca)

*Character Limit: 1000*

## DECLARATION

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### By answering yes to this question, I confirm that\*

1. I am authorized by the organization indicated to submit this Expression of Interest.
2. To the best of my knowledge all information provided is accurate and complete
3. I consent, as the named contact, to receive electronic communication with the Community Foundation through the email address provided and/or be available to discuss further details via telephone should any questions arise regarding the application.
4. I agree that the Community Foundation may collect and use any information contained in the application and has the permission to publish or use the organization's name and any of the project details without further authorization.

5. I am aware that the organization must comply with all requirements set forth by the Community Foundation if awarded a grant for the project or program.

**Choices**

YES