2019 RAINBOW GRANT APPLICATION GUIDE

MISSION OF THE COMMUNITY ONE FOUNDATION

The Community One Foundation creates a strong, vibrant and diverse community by supporting individuals and groups that enhance the development of the LGBTTIQQ2S (lesbian, gay, bisexual, transgender, transsexual, intersex, queer, questioning and Two-spirit) communities in the Greater Toronto Area (the "GTA") including Toronto, Durham, Peel, and York regions, as well as Halton Region.

WHAT ARE COMMUNITY ONE FOUNDATION RAINBOW GRANTS?

Community One Foundation offers a variety of funding opportunities for groups, registered charities, and individuals to respond to community needs and meet the charitable interests of our donors. Community One Foundation awards Rainbow Grants annually to groups and organizations carrying out projects within the GTA (including Toronto, Durham, York, Halton and Peel Regions) in the areas of health & social services, arts & culture, education, and research & advocacy. Grants may also be made to individuals for projects that will have a demonstrable impact on the broader community. *Grant activities for 2019 Rainbow Grants must take place between May 31, 2019 and Feb 28, 2020.*

Community One strongly encourages applications for programming, projects, and initiatives that prioritize and centre the work of Two-Spirit, Indigenous Trans, Non-binary, practitioners, facilitators, artists, and communities.

For 2019, there are three Rainbow Grant categories:

- The James Stewart Rainbow Grant

- Foundation Rainbow Grants

- General Fund Rainbow Grants

The Foundation prioritizes granting seed money to new or groundbreaking ideas that have a difficult time accessing funding through mainstream sources. Rainbow Grants are not intended to provide ongoing operating support for projects or programs. However, we do respect that projects may take time to become self-sustaining or find other sources of funding. Priority is also given to projects supporting under-served communities.

RAINBOW GRANTS – OVERVIEW

Granting is in three (3) categories:

James Stewart Rainbow Grant

The James Stewart Rainbow Grant should focus on one or more of the following key areas:

- Seed new and innovative projects to combat discrimination based on sexual/gender identities and create an atmosphere of respect and acceptance.
- Support needed but underfunded services to LGBTTIQQ2S individuals and families.
- Provide programming specifically aimed at supporting newcomers to Canada who have identified themselves with the LGBTTIQQ2S community.

This Grant awards up to $10,000 to a community-based organization having direct impact within the Greater Toronto Area. ***This grant is available only to registered charities***.

Foundation Rainbow Grants

Foundation grants are **available up to $7500 to registered charities and those who have an agreement with a registered charity to act as their trustee.** A grant of $7500 for one project would be an exceptional situation. Grants are more generally in the $3000 to $4500 range.

General Rainbow Grants

General grants are available up to $1500 and open to individuals and groups not eligible for Foundation Grants. We generally advise applicants to apply for amounts between $1000 and $1500. The minimum grant in this category is $750. Those applying for General Grants in particular should be aware that it is a competitive process; it is recommended that you consider securing a trustee and applying for a Foundation Grant wherever possible.

Please note that each applicant is only eligible to apply under one category. However, if an organization has more than one project in which they are applying for grants, the organization can request a grant under different categories for each project.

RAINBOW GRANTS – APPLICATION PROCESS

The deadline for submitting 2018 Grant Applications is 5pm Friday March 29, 2019.

Grant Applications submitted On-line

All grants will be submitted to Community One through our on-line platform. From our website, when you click on the line "apply" you will be taken to the Wizehive page. Once there you will register an account using an email address and a password you develop. Once registered you may complete the on-line form. Drafts of your application can be saved at any point and returned to later for completion. If you applied in previous years using Wizehive, you will need to register again for this cycle. Ensure that completed applications are submitted by hitting the "Submit" button at the end of the application. Otherwise applications remain in "draft" mode and will not be considered complete nor accepted.

If you have other questions, please contact us at grants@communityone.ca.

COMPLETING THE FORM

PART A – APPLICANT SUMMARY

Grant Category

Please select the category your project most closely aligns with: Arts & Culture; Health & Social Services; or Research Education & Advocacy. We match applications with grant reviewers with relevant expertise. *If your project covers more than one area, please select the best fit on the Checklist page, but indicate how it crosses areas under the Project Detail section.*

Project Name

Please provide a descriptive name for your project; the project name should not be the name of the organization or individual applying for funding.

PART B – APPLICANT AND PROJECT OVERVIEW

Please note that some questions vary according to type of grant applied for i.e. General Grants vs. James Stewart or Foundation Grants. Please read the questions carefully.

Applicant Contact Name

Please ensure the contact person will be available between the dates that applications are submitted and results are notified. The contact person should be able to respond to questions about the project and will receive all correspondence about the application and its result.

Project Summary

Generally, this section should provide a brief overview of the projects' activities and aims and the key beneficiaries. There will be an opportunity to expand upon this information in the Project Details section. The Project Summary should be 2 to 3 sentences or 50 words maximum. Please do not write "See Application." The Foundation may use this summary in Foundation publicity materials.

Amount Requested

Please see the Granting Overview above for more information about maximum and average request amounts. Please also note for Foundation Grants, organizations are restricted to a total dollar request of $7500 per organization (although this does not include instances where a charity is also acting as the trustee for a group or individual). Multiple project requests are acceptable but the total dollar request should not exceed $7500 unless the projects are being applied for under separate categories (Foundation Grants and James Stewart Community Grants). For General Grants, requests should not be more than $1500.

Funds are not intended for projects that will be almost complete by the time grants are awarded in early June 2019. Funds are not intended for multi-year projects. *Please see Budget Template Form for information on eligible/ineligible expenses.*

PART C – APPLICANT BACKGROUND INFORMATION

Organization / Applicant Information

Please provide a brief summary of your group or organization, including when it was established and a brief summary of its mission & goals. For individuals, please briefly describe your mission, goals, experience, and how you came to be active in the community in your specific area, craft or artistry. You may want to include particular issues or challenges that you, your community and/or organization are facing.

PARTS D & E – PROJECT DETAIL and ACTIVITY PLAN

These sections should generally highlight why the project is needed and how you hope to achieve your goals. You should demonstrate how your project will have an impact on the community, that it has realistic goals, and that you have the necessary resources to complete the project.

Project Name

This will be the same name used in Part A (see above)

Project Timeframe

Please outline the anticipated start and end dates for the proposed activities. Grants can be made for projects of any length, but grant activities for the 2019 cycle must take place between May 31, 2019 and February 28, 2020.

Who Will Benefit

Please provide a clear description of who will benefit from the project (within the GTA; by GTA we mean Toronto, York, Peel, Durham and Halton Regions) and how they will benefit; also an estimated number of community members/participants/clients who will benefit from the initiative.

Additional Material

If any additional information or supplemental material may help grant reviewers understand the organization, the capacity you have to carry out the proposed project, or how the proposed project will look, please submit them with your application. Examples of additional material include brochures, videos, images, annual reports, brochures, CDs, etc. Please be sure to include a list of each item on your checklist. Materials cannot be returned and we recommend that no more than 2-3 items are included.

PART F – PAST APPLICATIONS

Previous Applications

Please indicate whether any individuals or organizations involved in the proposed project have applied for funding from the Community One Foundation in the past five years – including grants from the Foundation's former Pride Grants Program. If you have received funding in previous years for projects, you must have submitted all required reporting documentation in order to be considered for funding. If you received a grant in 2018, please ensure that your final report is submitted no later than January 31, 2019. If there have been delays with your 2018 project activities but your activities will be complete and your report submitted by the end of March 2019, please contact the Rainbow Grants Committee (see contact information on final page of this guide) **AS SOON AS POSSIBLE**.

PART G – COLLABORATION

Community One Foundations requests that successful grant applicants communicate that their projects were funded in part by a grant from Community One Foundation. We would like to support projects in the community not only through granting, but also through promotion. An initiative continues at Community One Foundation to cross-promote our grantees and their projects through Community One Foundation's social media (Facebook, Twitter). We ask our grantees whether they would like to be involved in this initiative. Please note that whether successful applicants choose to participate, Community One reserves the right to publish the organizations/projects who have received a grant both on our website and through other communication materials.

PART H – SIGN-OFF

This section must be completed. For groups or charitable organizations, the signatory should be an authorized signatory of the organization. Otherwise, signature should be the applicant. The signature acts as certification that all of the information in the application is true and complete. It also certifies that if funds are awarded they will be used for the purposes described in this proposal and that the applicant will abide by the policies and requirements of the Foundation. It is the responsibility of the applicant to forward any information changes to the Foundation as soon as possible.

ADDITIONAL INFORMATION

LETTERS OF REFERENCE

Please attached **two (2)** letters from individuals or organizations ("referees") familiar with the applicant but not associated with the proposed project. Letters should include the names, telephone numbers and email addresses of the referee and may be followed up on. ***Letters must be specifically in support of the project***, and not just the organization or individual applying. Ideally referees should be at 'arms-length' from the applicant and their project, but should be familiar with and able to vouch for the applicant and their work. Referees should indicate the context they know the applicant in and how long they have known them, and should comment on the experience, skills and capacity of the applicant to carry out this specific project.

2019 APPLICATION DEADLINE

Friday, March 29, 2019 5pm

Late and incomplete applications will not be accepted. Please ensure that 2 letters of reference and the budget template are uploaded with your application. There is also a field to upload any supporting material you feel may be helpful to the allocations committee. The submission of supporting material is optional.

Please print a copy of the application for your records.

For more information, please email grants@communityone.ca. Please note however that Foundation volunteers administer the Rainbow Grants. Please allow at least 24 hours for a response.

GRANTING PROCESS/TIMELINE

The Grants Allocation Committee, comprised of a broad range of community members, reviews all grants in late April 2019. All applicants will receive notification regarding their grant later by mid May 2019.

Successful grant applicants will be invited to attend the Rainbow Grants Event, which will take place in early June 2019. It is at this event where successful applicants will be awarded their cheques and will have the opportunity to meet other members to the community who have supported or been impacted by the Rainbow Grants program.

For any successful grant applicant who is unable to attend the event, the grant cheque will be mailed immediately following the event to the address provided on the grant application form.

REQUIREMENTS OF GRANT RECIPIENTS

All grant recipients must sign and return the Letter of Agreement prior to receiving funds from Community One Foundation. The Letter of Agreement will be sent with the acceptance notification in mid-May. Furthermore, all grant recipients must also report back to Community One Foundation on their progress. Depending on the length of the project, the recipient may be required to complete an interim progress report along with a final progress report. Failure to report will have an impact on future grant applications.

2019 APPLICATION DEADLINE
COMPLETED APPLICATIONS MUST BE SUBMITTED ON-LINE BY 5PM
FRIDAY March 29, 2019
LATE APPLICATIONS WILL NOT BE ACCEPTED
APPLICATIONS LEFT IN 'DRAFT' MODE WILL NOT BE ACCEPTED
PLEASE PRINT A COPY OF YOUR COMPLETED APPLICATION

For more information, please call 416-920-5422 or email grants@communityone.ca. Please note however that the Rainbow Grants are administered by Foundation volunteers. Please allow at least 24 hours for a response.