



**United Way**  
**Greater Toronto**

## **Request for Proposal – Jane Finch Community Action Grants Agency/Collaborative Stream**

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### **Overview**

The Jane Finch neighbourhood stands at the brink of transformation and opportunity. In recent years, residents, community partners, and other stakeholders have collaboratively developed frameworks and plans to guide this change and capitalize on emerging opportunities, all aimed at fostering stronger and more equitable communities.

The Jane Finch Community Action Grants (CAG) are designed to support neighbourhood-focused initiatives that advance key community-informed priorities and actions. These priorities and actions are outlined in local plans such as the [Jane Finch Community Development Plan](#) (CDP).

Successful CAG initiatives will:

- Support resident, grassroots groups, agencies, and local partners to take action and drive progress against community identified priorities.
- Increase social cohesion, ensuring that key priority populations (Black, Indigenous residents, youth, etc.) are able to contribute to creating equitable communities.
- Foster and strengthen relationships between residents, partners, and other stakeholders (i.e., government, funders, anchor institutions like hospitals, universities, etc.)
- Mobilize resources and collaborative action to effectively action local priorities.

This Request for Proposal represents the first of two rounds of CAG: Agency/Collaborative stream in Jane Finch. The second call for proposals will be announced in 2025.

### **Grant Focus Areas:**

Round 1 of the CAG: Agency/Collaborative stream will support initiatives in Jane Finch with outcomes focused on improving one (or more) of the following:

1. Employment and economic benefits
2. Food justice and sovereignty
3. Community safety and well-being
4. Vibrant Spaces
5. Anti-displacement

Refer to Appendix A for eligible projects and project objectives under each Grant Focus Area.

### **Grant Amount & Cycle:**

The CAG: Agency/Collaborative stream will fund small projects or initiatives led by a local agency, collaborative or group of partners in Jane Finch. **The requested amount may range from \$25,000 to \$75,000 per project** and is expected to be delivered over a period of up to 18 months (i.e. completed by May 31<sup>st</sup>, 2026). The budget and timeline may vary depending on a range of factors

i.e., project scope, scale and intended impact. Project budget may contain up to 10% administrative cost.

The total funds available in this phase is up to \$400,000 between both the resident/grassroots group and agency/collaborative streams. Applicants are welcome to re-apply in future rounds if their projects are not funded in Fall 2024.

### **Eligibility Criteria:**

This application is open to service providers and organizations engaged in broader collaboration in the community, and meet the following criteria:

- Project lead agency must meet the following eligibility criteria:
  - Is a registered charitable organization, or an incorporated non-profit organization\* for a minimum of 2 years
  - Must operate in Jane Finch (within the geographic areas of [Black Creek](#) and [Glenfield Jane Heights](#).)
  - Have financial statements for at least one year that have been audited by a licensed public accountant, or be trustee by a registered charity that has financial statements for at least one year that have been audited by a licensed public accountant
  - For charities with annual revenue of less than \$100,000, have a review engagement for at least one fiscal year, conducted by a licensed public accountant
- Groups and organizations not meeting the above organizational criteria may be part of a collaborative application of an eligible project lead agency.
- Project duration must be within the allowable timeframe of up to 18 months. Projects that are likely to require annual program funding in the future will not be prioritized.
- Project may be part of a broader initiative but must include activities in Jane Finch.
- Project must have letter(s) of support from collaborative partners, if applying as a collaborative.
- Project must seek to deliver on one (1) of the Grant Focus Areas. (Note: Projects focusing on solely meeting immediate essential needs of individuals or families in the neighbourhood are not eligible).
- Only one (1) application per project lead agency is eligible to be approved in Round 1. However, an organization can be reflected on multiple applications as partners, as appropriate.

\* Project lead agencies that are incorporated non-profit organizations in Canada or the Province of Ontario, but are not registered charities must also meet the following additional criteria and demonstrate it in the application:

- Provide services to people living in, or at risk of, poverty
- Provide social or community services as a primary mandate
- Have a bank account in the name of the organization
- Have documented segregation of duties protocol
- Have a conflict-of-interest policy

### **Eligible Expenses:**

Types of eligible expenses include, but are not limited to:

- Direct project expenses/supplies \*
- Honoraria for volunteers (e.g., Facilitators, Speakers, Performers) – provided they do not

- exceed 30% of the total requested amount
- Outreach costs including promotion, advertising, and communications (e.g., flyers)
- Food for participants at event/activity
- Event space rental costs, municipal permits or approval fees, online platform fees (e.g. Zoom)
- Training or capacity building
- Staffing costs
- Barrier reduction costs (e.g., food, childcare and transit fare)
- Minor capital costs (equipment or materials to support direct project delivery)
- Administration costs (up to 10%)

\*The cost of project supplies to purchase materials to be distributed in community cannot be more than 50% of requested grant budget

### **Ineligible Expenses:**

Types of ineligible expenses include:

- Funds for partisan political activity that includes the direct or indirect promotion of a political candidate or party;
- Funds for religious activities, except for Indigenous cultural and/or spiritual activities
- Gift cards or honoraria for project leaders or participants in total of more than 50% of the requested budget
- Cost of procuring services (e.g., – food, supplies, etc.) from one particular business cannot exceed 50% of the program budget
- Major capital costs (building construction, retrofitting, or expansion, large scale appliance or vehicle purchases)
- Fines and penalties
- Alcoholic beverages
- Membership fees in clubs and organizations
- Maintaining existing services
- Existing salary or office rental costs
- Support to ongoing already funded programs or activities where this funding would duplicate other funding currently/previously received

### **Assessment Criteria:**

Each project proposal submitted for funding will be reviewed and assessed with the following considerations:

- Compelling case for project, based on identified need
- Capacity to engage in community development activities
- Identified opportunities to engage residents in leadership roles
- Alignment with Grant Focus Areas
- Benefit for structurally disadvantaged individuals/groups in Jane Finch
- Good project design with consideration to target population
- Proposed impact
- Planned evaluation activities
- Strong justification for budget requested

Priority will be given to projects that incorporate the following:

- Clear alignment with actions highlighted in local plans (e.g. Jane Finch CDP) and emerging opportunities in Jane Finch, associated with one the of five Grant Focus Areas and corresponding objectives. (Refer to Appendix A for a table of the five focus areas for this grant opportunity, including examples of eligible projects).
- Demonstrated engagement and/or connection with local residents, organizational partners, and local networks, including those connected to Jane Finch CDP and implementation processes.
- Demonstrated support from diverse residents, grassroots groups, and agencies in Jane Finch.
- Connection to any emerging or ongoing redevelopment opportunities in the neighbourhood
- Initiatives that centre priority populations such as Youth, Indigenous, Black, or other equity deserving groups, embedding the core principles of Indigenous reconciliation, Anti-Black racism, and diverse partnerships & shared resourcing as articulated in the Jane Finch CDP.

### **Selection Process:**

The Review Committee for Round 1 CAG will be comprised of up to ten (10) members with a minimum of five Jane Finch residents as well as other key stakeholders. The Review Committee, led by United Way Greater Toronto (UWGT), will also be supported by the City of Toronto. Review Committee members will provide the slate of recommended projects to UWGT and the City of Toronto for final approval. Successful grantees will be confirmed by November 2024, taking into consideration the applicant’s organizational health, eligibility, and project use of funds. Successful projects can expect to commence funded activities from December 2024.

### **Expectations of Grantees:**

Grantees are expected to submit an interim and a final report highlighting project or initiative results. They may also need to provide additional information on their project based on donor interest and participate in evaluation processes developed by funders or tables connected to the Jane Finch CDP.

### **Information Sessions & Office Hours:**

We strongly recommend consulting with UWGT staff prior to, and during the completion of the application. Grant Information Sessions and Office Hours will be offered on the dates and times indicated under the ‘Important Dates’ section.

Registration is required for the Grant Information sessions during which UWGT staff will provide an overview of the grants and application process. **Please click [here](#) to register** for an information session.

To discuss your project, or for support completing your application, you can drop-in at any of the virtual or in-person Office Hours sessions.

### **Application Process:**

CAG applications for agencies and collaboratives will be available on SurveyMonkey Apply (SMA) starting July 29<sup>th</sup>, 2024. To request access to SMA application, contact [CAG@uwgt.org](mailto:CAG@uwgt.org) with subject line ‘Jane Finch CAG – SMA SetUp’. Applicants must use Survey Monkey Apply (SMA) to complete and submit the application between the dates of **July 29<sup>th</sup> – September 27<sup>th</sup> inclusive**. You can refer to [United Way website](#) for any information updates.

**Important Dates:**

<b>Activity</b>	<b>Date</b>
Launch of Online Application Portal in SurveyMonkey Apply	Monday July 29, 2024
Information Sessions (online) Click <a href="#">here</a> to register	Thursday July 25 <sup>th</sup> , 2024 at 3pm (Pre-grant launch) Wednesday July 31 <sup>st</sup> , 2024 at 6pm Tuesday August 13 <sup>th</sup> , 2024 at 2pm Wednesday September 4 <sup>th</sup> , 2024 at 4pm
Office Hours (in-person)	Thursday August 15 <sup>th</sup> , 2024 12pm – 3pm 4400 Jane Street – Jane Finch Centre Tuesday September 10 <sup>th</sup> , 2024 from 4pm-7pm Jane Finch Mall – Early ON location (Jane Finch Centre)
Office Hours (drop-in online) - <i>Use this <a href="#">Zoom link</a> to join</i>	Thursday August 1 <sup>st</sup> , 2024 from 11am – 2pm Monday August 26 <sup>th</sup> , 2024 from 11am – 2pm
Application Due	Friday September 27 <sup>th</sup> , 2024 at 5pm
Application Reviews	October 2024
Applicants notified	November 2024
Contracts Begin	December 2024
Interim Report due	June 2025
Final Report due	A month after project completion or June 30, 2026 - whichever is earlier

If you have any questions, please contact Community Action Grants at Email: [CAG@uwgt.org](mailto:CAG@uwgt.org)

**\*Please indicate 'Jane Finch Community Action Grants' in the subject line**

**APPENDIX A: Jane-Finch Community Action Grant Focus Areas & Eligible Project Objectives**

Focus Area	Project Eligibility
1. Employment and Economic Benefits	<p>Eligible projects under this priority should focus on one or more of the following project objectives:</p> <ul style="list-style-type: none"> <li>• Increasing local hiring, education and training opportunities (including through workforce development pipelines)</li> <li>• Employment focused collective impact initiatives/research</li> <li>• Strengthening of local workforce development models</li> <li>• Forming new employment social enterprises and building opportunities for social procurement</li> <li>• Leveraging partnerships with business associations and stakeholders to grow diverse economic development opportunities</li> <li>• Strengthening community benefits that include access to training programs and hiring pathways</li> <li>• Evaluation efforts related to employment, economic development</li> </ul>
2. Food Justice and Sovereignty	<p>Eligible projects under this priority should focus on one or more of the following project objectives:</p> <ul style="list-style-type: none"> <li>• Increasing availability of programs related to, but not limited to, composting, meal access, culturally relevant cooking, community gardening or urban agriculture</li> <li>• Increasing educational programs and workshops on topics that enable community to advance food justice and food sovereignty</li> <li>• Increasing access to community markets and shared garden spaces.</li> <li>• Supporting advocacy regarding food justice, sovereignty, and nutritious affordable food access</li> </ul>
3. Community Safety and Well-Being	<p>Eligible projects under this priority should focus on one or more of the following project objectives:</p> <ul style="list-style-type: none"> <li>• Increasing education on topics such as conflict resolution, violence prevention, violence intervention, and mental health supports for those involved in, or impacted by violent incidents</li> <li>• Increasing mentorship opportunities locally for young people impacted by or involved in violence</li> <li>• Increasing culturally competent trainings related to indicators of community violence and pathways to non-violence</li> <li>• Creating collaborations that address mental health concerns related to safety</li> <li>• Developing employment and training supports directly targeting populations most impacted by violence</li> <li>• Increasing safety-focused collective impact initiatives and research</li> </ul>

4. Vibrant spaces	<p>Eligible projects under this priority should focus on one or more of the following project objectives:</p> <ul style="list-style-type: none"> <li>• Increasing local festivals through expanded access to community outdoor space.</li> <li>• Increasing education or workshops to strengthen links to local arts opportunities and connections to broader training/education opportunities.</li> <li>• Enabling community-owned, stewarded and/or managed-spaces</li> <li>• Documenting and measuring local place-keeping efforts</li> </ul>
5. Anti-Displacement	<p>Eligible projects under this priority should focus on one or more of the following project objectives:</p> <ul style="list-style-type: none"> <li>• Intentionally including landowners to increase community engagement and input at all stages of development</li> <li>• Increasing community engagement activities that focus on preservation of gathering spaces, murals, etc.</li> <li>• Leveraging opportunities to prioritize access to existing and new non-profit affordable housing</li> <li>• Conducting research, feasibility studies and/or building capacity to establish community-based models that support community and public ownership or management of lands (e.g. community land trusts)</li> <li>• Increasing education related to tenant rights, and support for tenant led groups, eviction prevention, and creation of tenant unions.</li> </ul>