

# Community Grants Policies and Assessment Criteria

*The Winnipeg Foundation makes granting decisions based on an application's merit and does not discriminate on the basis of actual or perceived group characteristics as identified in the Manitoba Human Rights Code. Organizations applying for a grant from The Winnipeg Foundation must also adhere to the Manitoba Human Rights Code*

## Grant Policies

- Only registered charities are eligible to apply for grants from The Winnipeg Foundation.
- The Winnipeg Foundation is a project funder and does not provide on-going operating support. Grants are awarded for specific purposes and for projects covering a definite period of time. The Foundation does not guarantee annual support for any organization.
- Organizations must demonstrate a strong and committed board, fiscal responsibility, and effective management.
- Projects must primarily benefit the people of Winnipeg. For projects taking place outside of the City, applicants should demonstrate how the project will also benefit the people of Winnipeg. (This includes people making a temporary home in Winnipeg – for example, those coming to the city for medical treatment.)
- Pilot or demonstration projects must include provision for evaluation and a realistic plan for financial viability beyond the pilot stage.
- Organizations may apply for one Community Grant per calendar year. (Organizations that currently have an outstanding Multi-year Community Grant are considered to have an application in the current calendar year and operate under the terms laid out in their Grant Agreement). A second application will be considered in the case of a collaboration. (More detailed information about collaborations can be found in Grant Assessment Criteria.)
- Applying for a Community Grant does not preclude an organization from applying for a special program grant in the same calendar year, but it must be for a different project.
- Organizations must submit a satisfactory report on their previous Community Grant before submitting a new Community Grant application. In most cases this will be a final report. However, an interim report will be accepted for program grants where organizations are seeking a subsequent year of support for the same project. Please consult with a Community Grants Associate to determine if this situation applies to your circumstances.

## Preference is given to projects which:

- align with The Winnipeg Foundation's strategic granting priorities
- demonstrate innovative approaches and techniques to solve community issues, and build individual, neighbourhood and/or community capacity;
- demonstrate accessibility and inclusiveness;
- demonstrate sensitivity to diversity;
- address the root causes of issues in our society;
- demonstrate that consideration has been given to the project's effect on the environment;

- encourage more efficient use of community resources;
- promote cooperation and sharing among organizations to minimize the potential for duplication of services;
- promote volunteer participation; strengthen an organization's capacity to be sustainable;

**Grants are not usually made to:**

- support operating expenses of established agencies or programs;
- governments.

**Grants are not made to, or for:**

- individuals;
- project costs related to activities undertaken before the date of the Grants Committee or Board decision;
- annual fundraising campaigns or annual fundraising events;
- pay down mortgages or reduce deficits;
- political activities;
- exclusively religious activities.

**Community Grants Strategic Granting Priorities**

*Our granting priorities align with five Cause areas. Woven through these priorities are The Foundation's commitments to engage in the work of Reconciliation, as well as to build the capacities of charitable organizations, values that connect with every facet of grant-making.*



- Help individuals develop their potential
- Empower families
- Cultivate belonging and safety in neighborhoods



- Close education gaps
- Increase school readiness, high school completion, and post-secondary enrolment
- Support transition to the workforce



- Encourage prevention and well-being
- Enhance food security
- Remove barriers to recreation and sports
- Reduce isolation for seniors and the vulnerable



- Promote sustainable lifestyles
- Green the charitable sector
- Tackle climate change



- Create social change through art
- Make art and culture accessible
- Celebrate our diverse cultural heritage



## Grant Assessment Criteria

### Organizational considerations:

- Previous track record or demonstrated capacity to deliver projects and work in partnership
- Receipt of satisfactory required reports on previous grants
- Organization's capacity to contribute to the project
- Grant history
- Site visit (where applicable)

### Project considerations:

- Congruency with organization's mission
- Clear goals and activities; overall viability
- Benefit to the community/numbers affected
- Needs of the population being served by the project
- Qualifications and experience of staff conducting the project
- Support for the project from other organizations
- Consultation and/or collaboration with other community organizations, where applicable
- Realistic project budget (note: The Foundation will consider budgets that include administrative costs up to a maximum of 20% of the total project budget)
- Support for the project from other funders
- Viability of the project should the full amount requested not be provided
- The need for specific conditions to be attached to the funding
- Perspectives of diverse community experts and those of other funders are taken into consideration regarding proposed projects

## Collaborations

### Definition

A collaboration is defined as two or more organizations that are jointly planning and implementing a project. The collaboration can be between two or more registered charities or between a registered charity and a non-profit organization. All collaborative partners must work toward a common goal(s) to increase organizational or program efficiency/effectiveness or to tackle a community issue.

### Examples

Administrative alliances, organizational mergers and projects that combine strengths/perspectives to tackle the root cause of pressing issues.

### Features

All partners have the same shared vision of the project, have defined roles and responsibilities, share expertise and in-kind &/or cash resources towards the project, as well as partners must be in frequent communication with one another, from the planning stage to the completion of the project.

## Guidelines

Organizations may apply for one Community Grant per calendar year for their own project. An organization may submit one One-Time Community Grant application for a collaboration once per calendar year.

## Information needed from collaborative partners

Organizations must describe the problem or community issue for this collaboration and identify its collaborative partners including information of each partner's previous successes as a non-profit organization. Organizations must describe the partner involvement from the planning, implementation until the project completion. Organizations must include in-kind or cash resources of its collaborative partners.

As a requirement, applicants under collaboration must include a signed a letter of agreement that clearly outlines specific roles and responsibilities for each partner from start to finish.

## Assessment criteria

The strength of the project will be based on the strength and authenticity of the working collaboration of the partners from beginning until the end of the project. Another assessment factor is the capacity of each collaborative partner.

## Pre-consultation needs

Coalitions or networks are encouraged to discuss their proposals with a Community Grants Associate prior to applying.

## Other considerations:

- For larger projects, The Foundation looks favourably on the involvement of other funding partners.
- Community organizations that are proposing school-based outreach programs should show a confirmed partnership with schools.
- Schools and Parent Advisory Councils submitting an application to The Winnipeg Foundation must include a letter from the School Division confirming that the Division is aware of the proposal being submitted and that it is a priority project for the Division.
- Organizations that are proposing programs that work with diverse populations should demonstrate cultural competency (ie: a sound understanding of a population's culture and how to deliver the program in that context).
- Construction of new facilities must be accessible to persons with disabilities. For renovations to existing facilities, consideration should be given to accessibility depending on the type of project.
- Organizations should adhere to "effective practices" followed by their sector.
- A project's impact on the environment should be considered as part of the evaluation. For example, when reviewing a proposal for new construction, preference will be given to projects that aim to meet environmental and/or energy efficiency standards.
- For research projects working with human subjects, evidence must be provided to show that the appropriate ethical standards are met (ie: the project must be reviewed and approved by the relevant ethics committee).

- Grants are not typically made for projects that are primarily the responsibility of municipal, provincial or federal government (e.g. schools, major hospital equipment, etc.).

## How to apply

### One-Time Community Grant

Applications are due on January 30 for decision in May, May 30 for decision in September and September 30 for decision in January.

### Major Capital Grant

Applications (Stage 1) are due March 30; invited Stage 2 applications are due June 15 for decision in November.

Applications are due by 4:30 p.m. on the application date and will be accepted online only through The Winnipeg Foundation website, [wpgfdn.org](http://wpgfdn.org).

If you have any questions about the Community Grants Policies & Assessment Criteria or would like to meet with a Community Grants staff, please call 204.944.9474 (toll free 1.877.974.3631) or email [grants@wpgfdn.org](mailto:grants@wpgfdn.org).

