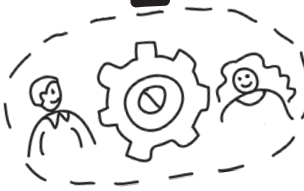




yip info:



All About Grants



all about grants

Grantmaking is defined as the process of allocating funds to an organization so that the organization can undertake charitable activities. In other words it is an amount of money given to an organization for a specific purpose so they can continue to do what they do in the community.

Definition

DONATION:

A gift (money, items, time) that is given to an organization and can be used at the organization's discretion.



VS.

Definition

GRANT:

A gift (money) that is given to an organization for a specific reason and must be used for that reason.

all about grants

...continued

While giving away money (a.k.a. **granting**) may seem like an easy task, there are several steps that are involved in the process.

How to Grant

☐ **Get to know your community:**

Perform a needs assessment or use asset-mapping and set priorities.

☐ **Follow up with past grantees:**

Did the organizations that received grants from your committee last year send final reports and spend the grant money as intended?

☐ **Determine Areas of Focus:**

Choose grantmaking areas that interest your committee.

☐ **Research Organizations:**

Research organizations that match your areas of focus and make sure they have a registered charitable number.

☐ **Review Conflict of Interest Guidelines:**

Does someone on your committee have a previously existing relationship with any organizations you would like to grant to?

☐ **Review and finalize list of organizations:**

Make sure your committee is in agreement.

☐ **Interim Report:**

Submit your interim report and wait to hear back from The Winnipeg Foundation.

☐ **Site Visits:**

For more information on site visits, check out the *Site Visit - The Basics* Guide!

☐ **Grant Decisions:**

Decide as a group how you will distribute your grant money – how much will each organization receive and what is the purpose of the grant?

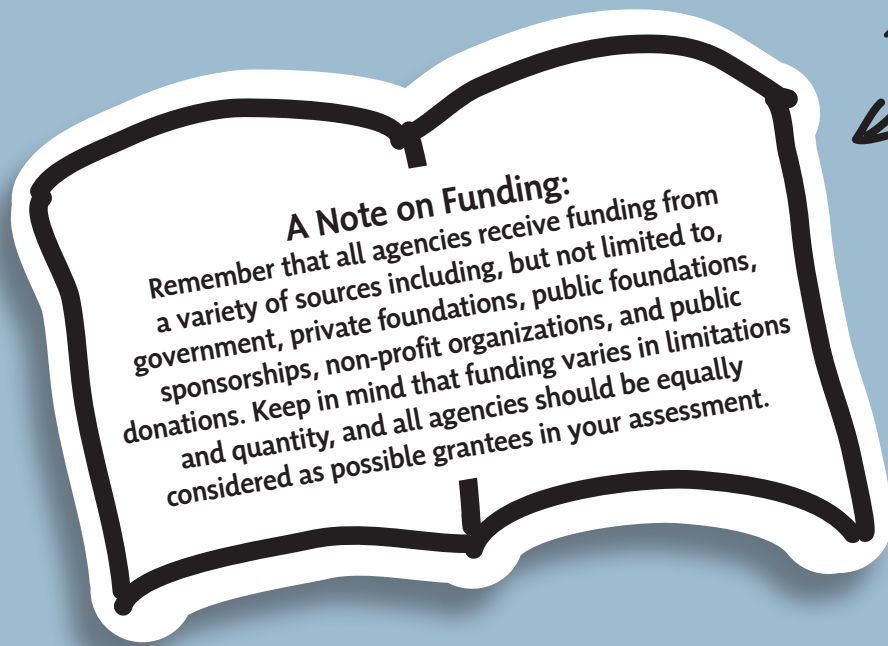
☐ **Final Report:**

Submit your final grant recommendations to The Winnipeg Foundation.

☐ **Celebrate Community:**

Once you have been notified that your grants have been approved, send an email to the grant recipients and invite them to the Celebration!

There are many worthwhile charities in Winnipeg — all of which need funding to continue their work – but you cannot give to every charity even if you think they are all worthy of your support! The challenge of every grantmaker is to set priorities that will aid you in your granting decisions.



Getting to Know Your Community

Needs Assessments

One way to get to know your community is to perform a needs assessment. A needs assessment allows you to identify issues or problems in the community that need to be addressed.

For example, a needs assessment might show that a neighbourhood is experiencing increased incidents of crime, and needs more focus on safety. A grant helping to support a community patrol to a community organization in this neighbourhood would help increase safety.



Setting Priorities

Asset-Mapping

To get the whole picture, you can also use asset-mapping, which focuses on the good things that are presently happening in the community. The asset map identifies positive people, attributes, resources, gifts, talents, skills, and programs in the community. Knowing what strengths your community already has can help you contribute to these efforts. By supporting strengths already in the neighbourhood, this asset based approach uses existing assets in the community to make a place safer to live.

For example, asset-mapping discovers that a neighbourhood organization is dedicated to making their neighbourhood safer by operating a volunteer community patrol. A grant providing this group with flashlights and safety vests will help this group continue the program.

To learn more about your community or for an example of a how to map the community, check out: mypeg.ca.



determining areas of focus

As a committee, you will choose areas of focus which will set your priorities as grantmakers. Establishing areas of focus will help your committee find organizations that meet your grant-making goals.

When deciding on your areas of focus, think about:

- The needs within the community.
- The priorities identified by your committee.
- Individual interests of your committee members.
- Areas that your committee has focused on in the past.
- Your committee's mission statement.

think



Steps to help develop your areas of focus:

1. Individually identify your values and list down organizations that match your interests.
2. As a group, brainstorm areas that you could focus on and come up with a comprehensive list.
3. Discuss each area that comes up and see how much interest there is in each area.
4. Narrow down your initial list to approximately 3-6 areas.

There are 2 criteria that apply to all Youth in Philanthropy grants:

1. The organization must be a registered charity. Check the CRA website - cra-arc.gc.ca - to find out if an organization is registered.
2. The project must primarily benefit the citizens of Winnipeg.



researching Charitable Organizations

Once your committee has narrowed down your areas of focus, the next step is to research charitable organizations that your committee would like to visit. Some resources to help your committee come up with a list of organizations that fit your areas of focus include:

Resources

- City of Winnipeg: winnipeg.ca/Interhom/SupportingWinnipeggers
- Manitoba Government: residents.gov.mb.ca
- 211 Manitoba: mb.211.ca

NOTE: Not all organizations listed on 211 Manitoba are registered charities. Keep this in mind when using it as a resource. You will need to also refer to the CRA website - cra-arc.gc.ca.

- The Winnipeg Foundation's annual reports (available for download at wpgfdn.org).
- Past YiP programs (available for download at wpgfdnywc.org).
- The Internet.
- The newspaper and community reports.



CRA Charities Listing

The Canada Revenue Agency website ensures that the organizations you are interested in are registered Canadian charities.

1. Visit cra-arc.gc.ca/charities to search the online list of registered charities.
2. If the organization appears in the search results, then it is a registered charity. Click on the organization and copy down the BN/ Registration Number. This number is the organization's charitable registration number, which is required for your interim and final reports.
3. If the organization does not appear in the results, then either:
 - It is not a registered charity
 - It is a registered charity that is registered under a different name, or is affiliated with another organization. Contact the organization directly, or The Winnipeg Foundation, for more information.

Grant decision quiz!

Find out if your grant will make the biggest impact...

	Yes (2 points)	No (1 points)
1. Is this organization a registered charitable organization?	<input type="checkbox"/>	<input type="checkbox"/>
2. Will this grant primarily benefit the citizens of Winnipeg?	<input type="checkbox"/>	<input type="checkbox"/>
3. Is this grant \$1,500 or less?	<input type="checkbox"/>	<input type="checkbox"/>
4. Have you identified the needs within the community this organization supports?	<input type="checkbox"/>	<input type="checkbox"/>
5. Was this organization specific in identifying how they could use a YIP grant?	<input type="checkbox"/>	<input type="checkbox"/>
6. Does this grant align with your areas of focus, goals?	<input type="checkbox"/>	<input type="checkbox"/>
7. Is this grant supporting the needs of the organization?	<input type="checkbox"/>	<input type="checkbox"/>
8. Can the grant amount help the organization start and finish a project?	<input type="checkbox"/>	<input type="checkbox"/>
9. Is this grant going to make a positive and lasting impact in the community?	<input type="checkbox"/>	<input type="checkbox"/>
10. Does this grant have a specific purpose?	<input type="checkbox"/>	<input type="checkbox"/>

Total Points: _____

Scoring:

0-10 Points

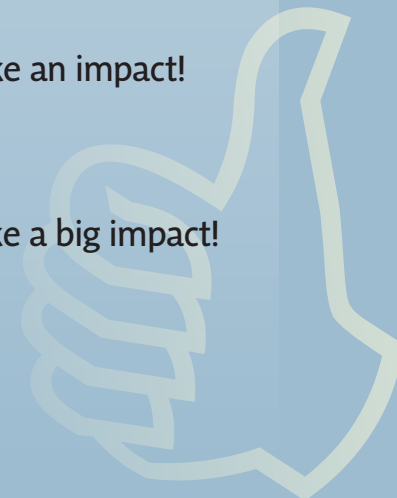
A grant that will make an impact!

11-16 Points

A good grant that will make an impact!

17 – 20 Points

A great grant that will make a big impact!



Summary

1. Get to know your community
2. Set priorities
3. Develop your areas of focus
4. Research charitable organizations
5. Submit your interim report
6. Site visits
7. Final Grant Decisions
8. Final Report

Questions?

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Check out the other topics in this series!
Grantmaking 101
TWF and YWC
Developing your committee
Site Visits
Taking Initiative!
Research and Reporting



YOUTH in PHILANTHROPY
A PROGRAM OF THE WINNIPEG FOUNDATION