Georgina Community Action Table (CAT) Project
Quick Action Grant Application - Residents
Round 3

Summary

The resident-led Quick Action Grant initiatives will address the community priorities of mental well-being and employment/income generation. Quick Action Grants of up to $1,000 will support projects led and delivered by residents that address community priorities. These are short-term projects that should be delivered within 3 months. These projects should focus on a community activity that does any of the following:

- Focuses on an action or activity related to mental well being or employment/income generation
- Focuses on an action or activity designed to inspire the local community
- Focuses on an action or activity that supports creating stronger connections among residents in the area and/or between residents and other stakeholders

Eligibility

- Alignment to local priorities and fund objectives
- Clear articulation of the project throughout the application
- Financial request is in line with the proposed activities
- Project demonstrates local support
- Applying community members, groups and agencies operate in or resident within the local area
- If the proposed initiative is part of a larger project for which the applicant has received funding, there must be a clear demonstration that the funding supports a new activity
- Projects should be completed in 3 months from notification of approval

Eligible Expenses	Non-Eligible Expenses
Food for participants at event/activity	Donations to other groups or organizations, religious groups, or political parties
Entertainment fees	Fines and penalties
Promotion, advertising, and communications	Alcoholic beverages
Speaker fees	Membership fees in clubs and organizations
Municipal permits or approval fees	Maintaining existing services
Honoraria for volunteers	Regular salaries and rent of office space
Online platform subscriptions	Support to ongoing already funded programs or activities where this funding would duplicate other funding received

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Steps

- Attend information session (optional)
- Note timeline/deadlines
- Complete the Application Form
- Submit application to anthony@routescc.org by 4:00PM October 14, 2022

Timeline

Application Open	September 19, 2022
Application Deadline	4:00pm October 14, 2022
Grant Selection Team Review	October 17 – 31, 2022
United Way Review	November 1 - 4, 2022
Notify Applicants	November 10, 2022
Project Reports Deadline	January 31, 2023

All completed applications must be submitted electronically to Anthony DiGiovanni at anthony@routescc.org by *4:00 pm* on Friday October 14 , 2022.

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1. **Project name:**

2. **Please list the community in which your project will take place.**

☐	Sutton
☐	Keswick
☐	Baldwin
☐	Jackson's Point
☐	Pefferlaw
Other	

3. **Are you working with a specific population (e.g. youth, seniors, 2SLGBTQ+, a specific ethno-cultural community)? If so, please list which population(s).**

4. **Group Lead Contact Information** (the person we would call to ask questions about the application or to inform regarding the application results):

Primary Contact Person	
Position/Role	
Address	
Phone	
Email	
Date submitted	

Secondary Contact Person	
Position/Role	
Address	
Phone	
Email	

5. **Provide us with the contact information of your group members:**
   - Resident-led groups with 5 or more members are eligible to apply for the Quick Action Grant
   - Each group member must live in a separate household

Name	Address	Email/Phone (this individual may be contacted to confirm participation)	Roles and/or Responsibilities

6. **Please indicate the key priority that your project addresses. Please select one:**

	Priority Area
☐	Mental Well Being
☐	Employment/Income Generation

7. **Project Description:**

Please describe your group's project. Tell us what you want to do; and when, where, why and with whom you want to do the project. What does your project hope to accomplish? (Approximately 100 words)

8. **How many residents do you plan on reaching with your project?**

9. **Briefly explain how residents will be involved in the development and/or implementation of your project:**

10. **When will your project start and end? Please provide the calendar dates:**

11. **Describe the steps you will take in organizing and delivering your event or activity.**

Steps	Who will be doing it?	When will it be completed?

12. **Budget:**

Your request may total up to $1,000.00.

Instructions for budget completion:

- Use the budget table below to tell us how much cash you need to complete your Quick Action Grant activity
- List as many details as possible to give a picture of what the money will be used for before, during and, if needed, after any event/activity
- Your request can be up to $1,000.00 over a timeframe of up to 3 months
- Budgets will vary depending on a range of factors such as project scope and intended impact

Budget table:

Column A	**Column B**
Description of requested funding	**Amount requested**
Example: T-shirts for youth event at $5.00 each for 24 t-shirts	*$120.00*
Example: Room rental for meeting space for 8 sessions ($50.00 x 8)	*$400.00*
Example: Transportation costs for program participants – 100 transit fares at $3.25	*$325.00*
Total Project Funding Request	$0.00

13. **Evaluation Plan:**

Please complete the following table. We have provided some examples in the table to help you:

What are your project goals? (Include up to 2 goals that your project is focusing on) *Examples: Increased safety in the neighbourhood; improved mental wellbeing among residents.*	**How will you collect this information or know if you've been successful?** *Examples: We will talk to residents after our project and ask them if they feel safer walking in the neighbourhood and we'll write a summary of our discussion.*

14. **Proposal to be signed by lead contact person for the project (Refer to Page 1):**

I agree that by signing this application I will:

- Use funds only for the purpose granted
- Work with (insert CSWB lead agency name), to maintain records, project activities, and costs
- Work with my project team members
- Complete all reporting requirements for the Quick Action Grant

Project Contact:	
Signature:	
Date:	

Secondary Project Contact:	
Signature:	
Date:	

Please submit your application to anthony@routescc.org by 4:00 pm on Friday October 14, 2022

Submit Application

Please download application as PDF to use submit button
You can also save the application as a PDF and email to anthony@routescc.org