

# 2022 Grant Information Package

Application Period: October 3, 2022 - November 4, 2022

**SAVE THE DATE | GRANT RECEPTION : DECEMBER 8, 2022**

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## INTRODUCTION

At the Thunder Bay Community Foundation, we understand that the needs of our community are always changing. That's why, for over 51 years, we've distributed over \$5 million in grants, scholarships and bursaries in support of a wide variety of charitable organizations, programs, projects and students. Community Foundation grants are made possible through the generous endowments and gifts of local citizens.

## ABOUT THE PROGRAM

**Eligibility:** To apply for a grant from the Thunder Bay Community Foundation, you must be a qualified donee as per the Canada Revenue Agency. Below is a list of qualified donees:

- A registered charity (including a registered national arts service organization)
- A registered Canadian amateur athletic association
- A registered housing corporation resident in Canada constituted exclusively to provide low-cost housing for the aged
- A registered Canadian municipality
- A registered municipal or public body performing a function of government in Canada
- A registered university outside Canada that is prescribed to be a university, the student body of which ordinarily includes students from Canada
- A registered charitable organization outside Canada to which Her Majesty in right of Canada has made a gift
- His Majesty in right of Canada, a province, or a territory; and
- The United Nations and its agencies

*If you received a grant in the previous year, you must complete all obligations to be able to apply for new grants.*

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**How to apply:** Our application process has moved online. You will still be required to submit the following forms:

- Most recent Financial Statement (Unaudited statements can be used if no audited statements are available)
- Most recent Annual Report (A report can be submitted similar to one an Executive Director would give at an AGM)
- A list of your Board of Directors
- Project Budget

To enter the application portal, visit [www.grantinterface.ca/Home/Logon?urlkey=thunderbay](http://www.grantinterface.ca/Home/Logon?urlkey=thunderbay).

## GENERAL REQUIREMENTS FOR ALL GRANT PROGRAMS

- Applicants must be registered charities within the meaning of the Income Tax Act
- Applicants must do the majority of their charitable work within the District of Thunder Bay
- Applications may be for existing programs and services, new and innovative programs or other charitable works. Please see specific criteria for each grant as described below
- Applicants must demonstrate that they do not currently have the financial resources to fund the project under consideration
- Large provincial or national charities must demonstrate that the project is uniquely beneficial to Thunder Bay
- Applicants must use the funds within one year after the date of receipt. Funds must only be used to support the project specified in the successful application. If the project is ongoing, applicants must demonstrate the ability to support the project under consideration after the Foundation's funds have been spent
- Applicants agree that the Foundation may review the documentation and progress of the project
- Applicants must recognize the Thunder Bay Community Foundation in an appropriate manner. Grantees are required to follow the TBCF grant recognition procedure that is highlighted in their grant agreement
- **Previous grant recipients must complete and return a project update on their current grant before any new applications can be considered**

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## GENERAL LIMITATIONS FOR ALL GRANT PROGRAMS

- Grant(s) are not awarded to individuals
- Grant(s) are not awarded for projects that promote the aims of a specific religion, ideology or political party
- Grant(s) will not be awarded to a charity that does not fulfill the criteria of a previous grant

## GRANT PROGRAMS

Please refer to the Grant Programs list below for fund-specific requirements and amount of funding available. **Note** - you may apply for one grant per category, however, you cannot use the same project in multiple categories.

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## THUNDER BAY COMMUNITY FOUNDATION "COMMUNITY FUND" - \$82,400

The Foundation Grant supports existing programs and services, new and innovative programs, or other charitable works in the District of Thunder Bay. Each year the Foundation awards grants to charitable organizations for projects in areas including, but not limited to arts, heritage, youth, recreation, capital projects, alleviating human suffering, health and welfare and community innovation.

### Application requirements:

- Clearly states the organization's positive contribution to its community
- Meets current community needs
- Shows innovation and resourcefulness
- Is organized and well written

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## **ONTARIO ENDOWMENT FOR CHILDREN & YOUTH IN RECREATION FUND - \$10,100**

The OECYR Fund was developed in partnership with the Province of Ontario; these funds were matched by generous donations from our community. Grants from the OECYR Fund are available to registered charities providing recreation programs for individuals less than 18 years of age. Community recreation includes **sport, recreation, fitness, youth leadership, camping, outdoor education, playgroups, the arts and cultural activities.**

### **Application requirements:**

- Providing recreation programs for individuals less than 18 years of age
- Clearly states the organization's positive contribution to its community
- Meets current community needs
- Is organized and well written
- Shows innovation and resourcefulness

## **HANNAH & VICTOR STEVENSON FUND FOR EDUCATION & ARTS DEVELOPMENT - \$16,600**

The Hannah & Victor Stevenson Fund was established by the estate of Mr. Stevenson in 2010 to partially support education and arts development. In his will, Mr. Stevenson intentionally left the broadest possible interpretation of education and arts development, so that the Community Foundation could direct the income from his fund to the most pressing needs of the City. As these needs change, the Hannah and Victor Stevenson Fund will remain flexible enough to change with them. The purpose of the fund is for **Arts Development** in the City of Thunder Bay.

### **Application requirements:**

- Demonstrates that Arts' organizations are increasing their impact
- The programs offer training, education and or development opportunities
- Is organized, well written and creative

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## **DR. S. PENNY PETRONE FUND - \$3,700**

In 2003, Dr. S. Penny Petrone established a named fund to grant to agencies that **support persons with disabilities, especially the blind**. In her directions for this fund Dr. Petrone wrote, "I truly believe that the able-bodied should be responsible for their own welfare. My concern is for those, who through no fault of their own, are born disabled or have become so. Thereby, I hope to make their lives a little better."

### **Application requirements:**

- Specifically benefits persons with disabilities
- Shows innovation
- Clearly demonstrates need
- Is organized and well written

## **DONNY RITZA FUND - \$4,200**

In 2012, the estate of Lucy Frances Ritza created the Donny Ritza Fund to "assist in the skills development of people who are mentally challenged". Donny is Lucy's son and she wanted to honour his achievements by supporting those with disabilities.

### **Application requirements:**

- Specifically benefits persons with disabilities
- Shows innovation
- Clearly demonstrates need
- Is organized and well written

## **DR. R. K. DEWAR MEDICAL RESEARCH GRANT FUND - \$5,800**

The Dr. R. K. Dewar Medical Research Grant was established in 1987 by Ms. Helen Dewar to honour the life and work of her brother, Dr. Robert Kerr Dewar. Dr. Dewar had faith in the future and progress of medical science and had a keen interest in cutting edge research of his day. He was particularly interested in Neuro-Regeneration and Molecular Biology.

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## **Application requirements:**

- **Markets and promotes healthcare research, healthcare and social service projects and/or initiatives**
- Addresses a small research project or marketing for a health care charity
- Makes an impact on Health Care in Thunder Bay
- Seeks to assist in the future progress of medicine
- Is organized and well written

## **KERI CHASE MEMORIAL ANIMAL WELFARE FUND - \$5,700**

The Keri Chase Foundation was formed in 2002 in memory of Keri Coleen Chase, who passed away in a tragic auto accident. Keri was continually helping injured and stray animals and birds of every description and either finding them homes or returning them to the wild from which they came. In 2013 the Keri Chase Foundation created the Keri Chase Memorial Animal Welfare Fund at the Thunder Bay Community Foundation. The grants will support animal welfare charities for specific projects, such as and not limited to **spay & neutering, shelters, medical, food and general care of animals.**

## **Application requirements:**

- Specifically benefits animal welfare charities (see above)
- Clearly demonstrates need
- Funds cannot be used for administration costs
- Is organized and well written

## **RUTH BLACK FUND - \$6,000**

Ruth Black loved Thunder Bay and left a large bequest to the Thunder Bay Community Foundation so her passion for the community would be nurtured in perpetuity.

## **Application requirements:**

- Support mental health charities or programs that seek to assist those with mental health needs

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## **SHIRLEY H. & MEREDITH O. NELSON FUND - \$10,400**

The Shirley H. & Meredith O. Nelson Fund was established in 2006 by their daughter Archdeacon Deborah Kraft. This fund provides awards for people raised on working farms who desire to pursue post-secondary health care or engineering degrees. Shirley Shrum was born in 1923 on her family farm in Gainsborough Township, Ontario. Shirley graduated as a registered nurse from Mack Training School in St. Catherine's, Ontario. She died in 2007. MO was born in 1921 and died in 2021, reaching 100 years of active and healthy living. He too was raised on a farm near Smithville, Ontario. MO graduated from Kettering University with a Bachelor of Industrial Engineering degree. Throughout many moves and promotions around North America, France, and England, MO finished his working career as Group President Newsprint Pulp and Forest Products, Kimberly-Clark Corporation for all of North America with 6000 personnel. Shirley and MO retired to Thunder Bay in 1984 and quickly became very involved in a life of service in the community.

### **Application requirements:**

- Clearly demonstrates need
- Is organized and well written

## **DANNY CLARA LEGACY FUND - \$44,400**

Danny was born in Flagogna, Friuli, Italy, on August 24th, 1944. Like so many, he was born into a time of chaos and conflict, and like so many, he ended up traveling half a world away to build a new life in a new country. Danny was a firm believer in the Community, supporting numerous local charities and organizations. He was especially proud of his involvement with the Da Vinci Centre, where he was part of the founding building committee and later served as President, as well as his efforts and support towards the construction of St. Dominic's Church.

### **Application requirements:**

- Clearly states the organization's positive contribution to its community
- Meets current community needs
- Shows innovation and resourcefulness
- Is organized and well written

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## **JAMES & SHIRLEY SYMINGTON DONOR DIRECTED ENDOWED FAMILY FUND - \$14,900**

Local philanthropists Shirley and James established their own family fund to support our community through the funding of local initiatives that are important to them.

### **Application requirements:**

- Clearly demonstrates need
  - Is organized and well written
  - Projects that support longer term goals rather than fulfilling immediate crisis type needs (These would include building or equipment projects/projects that help people better themselves)
  - Children's causes - helping children have experiences they might not have otherwise available to them
  - Projects related to the preservation of our natural environment/animal welfare
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## **FREQUENTLY ASKED QUESTIONS**

### **Can a Non-Profit Organization apply for a Thunder Bay Community Foundation grant?**

A foundation can only give to **QUALIFIED DONEES**. Although all charitable organizations are non-profit, not all non-profits are charitable organizations.

### **How much can my charitable organization apply for?**

This depends on the fund to which you are applying for. Each fund has a specific amount of money to be granted each year. You can apply for up to the total amount available (see above). However, if you apply for the whole amount, you must ensure your project has a wide reach, is innovative and addresses an issue in our community. Additionally, the maximum amount of funding that may be requested is \$25,000.

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## FREQUENTLY ASKED QUESTIONS CONTINUED

### **If we have no other funding sources, can we still apply?**

Yes. We ask this in the budget section as it demonstrates a form of collaboration. We also ask about other funding and whether the funding has been secured to ensure the project will be able to move forward. If you receive funding from the Foundation but are unsuccessful from the other sources and cannot run the project, you will be required to return your grant funding to the Thunder Bay Community Foundation. This is a situation we prefer to avoid.

### **Our project takes place in the middle of next year, can we still apply?**

As long as your project takes place before the next granting application deadline (annually mid-October), you can apply for a grant. Just remember, upon completion we need your grant report. This helps us ensure you used the funds as specified and gives us information that we can use to inform our donors of the impact their donations have on your organization.

### **If we do not receive a grant, is there a specific reason why?**

Grants are marked by our Evaluation Committee. The grants are then ranked based on their marks (highest to lowest) and funds are given to projects until the fund runs out of money. On average, we receive 40 applications to the General Fund per year, however, only 15 to 25 grants are usually given out.

### **If we didn't finish a project for which we received funding last year, can we still apply for funding this year?**

You must contact our office immediately at (807) 475-7279.