

Eligibility and Evaluation Criteria

Community Grants are grants to assist with the annual operating costs of programs, events or facilities.

In order to be eligible for an annual operating grant, the applicant organization must:

- be a registered charity or non profit organization/community group that is located within the boundaries of the City of Greater Sudbury
- respect the Canadian Charter of Human Rights and promote equal access and opportunity for all persons
- have a governance structure that includes a board of directors or committee of volunteer members
- demonstrate a financial need and community benefit for their operating funding,
- be able to demonstrate any active fundraising efforts to support the continuation of program, project or service
- agree to be provide annual reports regarding the expenditure of the funding received
- not be indebted to the municipality, organizations with debt (eg outstanding receivables including taxes owed, fines or outstanding final reports for previous grants etc.) will be deemed ineligible

Eligible Expenses for Operating Grants

The costs incurred to deliver the organizations programs, services or events such as:

- employee compensation and development
- The space in which the organization operates and related expenses (eg. rent, insurance, utilities, maintenance)
- Fees related to operations (eg. marketing, legal, accounting etc.)
- Non-capital program and office equipment and supplies necessary for the ongoing operation and development of the organization

Ineligible Expenses for Operating Grants

- Capital Costs (expenses for purchase of buildings, land etc)
- Deficit funding (ie. Funds intended to cover and or decrease the organizations deficit position)
- Equipment or expenses for personal use

Evaluation Criteria

The grant funding application will be evaluated based on the following criteria:

1. Organizations Viability and Impact (10 Pts)

- Description of organization and its goals
- Goal achievement and community contribution
- Financial information provided (financial statements, project budget, information supporting request)
- Other sources of funding, fundraising or other government assistance

Key Questions

- Please provide an overview of your organizations mission and goals?
- Please provide examples of how your organization has worked towards its mission and is achieving its intended goals over the past 12 months and more broadly over the past five years?
- Does the organization have annual audited financial statements prepared? If yes, please provide us with a copy of the most recent year end. If No, what financial reporting does the organization prepare and please provide a copy of the most recent report and bank statement. What are your primary sources and uses of cash over the last 12 months?
- Does your organization receive any other grants or in kind contributions from the City of Greater Sudbury or other levels of government?
- Does your organization engage in fundraising within the community and if so what level of funds are raised on an annual basis
- Please explain the organizations governance structure? How does the organization govern itself if there is no formal Board of Directors in place? Who is the Treasurer and authorized signing officers?

2. Funding Impact (10 pts)

- Limited capacity of program users to pay full cost of service or program. Program cannot proceed without municipal assistance and significant loss to community if program delayed or cancelled
- Funding removes barriers to equitable participation
- Can organization maintain program or service without municipal funding

- Opportunity to leverage municipal funding in order to receive funding from other levels of government

Key Questions

- What is the community impact of your initiative?
- Does your organization employ paid staff? If so, how many and at what annual cost?
- What programs or services do the City's grant funds support? Please provide examples of expenditures that the Municipal grants support?
- Will your municipal grant funding be used to leverage any other types of one time grant funding?

3. Public Benefit (25 pts)

- Promotes public benefit (benefit to all residents, community or neighborhood residents, or specific interest groups)
- Scope, scale or type of inclusion. Is there a demonstrated need or opportunity

Key Questions

- How many program participants does the organization's programs serve?
- How many members does the organization have and has the membership grown or declined in the past 5 years?
- Please provide an overview of how far your organization reaches within in the Ward and greater community?
- Does any other organization provide similar or alternate programs in the Ward or community?

4. Project Merit in relation to Municipal goals and funding priorities (25 pts)

- Application and project has clear stated goals and objectives which align with Council approved strategic plans (attach)
- Stated outcomes for program are realistic and achievable
- Demonstrated community need for program or service

Key Questions

- How is your organization aligned with Council's strategic priority of Quality of Life and Place? (See Below)

Quality of Life and Place

Strengthen the high quality of life we already know and love

- A. Create programs and services designed to improve the health and well-being of our youth, families and seniors.
- B. Maintain great public spaces and facilities to provide opportunities for everyone to enjoy.
- C. Promote a quality of life that attracts and retains youth and professionals, and encourages seniors to relocate to our community, taking into consideration all of Greater Sudbury.
- D. Focus on clean, green living and the environment, by investing in our future and celebrating how far we've come.

- If your organization had more funding what would you do differently?

5. Contribution to Healthy Communities Challenges (15 points)

- Organizational congruence with the Healthy Community Challenges approved by Council (attach)

Key Questions

The Social Determinants of Health have 11 challenges: income and income distribution, education, unemployment & job security, employment and working conditions, early childhood development, food insecurity, housing, social inclusion, social safety network, health services , aboriginal status, gender, race and disability

- How does your organization meet the challenges of improving the Social Determinants of Health?

6. Volunteer Impact and Economic Benefit (15 points)

- Opportunity for volunteer development, community engagement, diversification, cost saving efficiencies, enhanced profile of organization as a result of proposed project or service
- Volunteer economic impact based on "Canada Survey of Giving, Volunteering and Participating" from Statistics Canada.

Key Questions

- How many volunteers or members are involved in the program delivery for your organization?
- How many volunteer hours do you employ on an annual basis?