

CORE SUPPORT GRANTS INFORMATION GUIDE

Deadline: April 26, 2024 at 11:59 PM (PST)

This guide provides information about the objectives, criteria and application process for the Core Support Grants program.

INTRODUCTION

Vancouver is home to a critically important social service sector, which provides a wide range of supports to individuals who face multiple barriers in society. The City of Vancouver believes that all residents should have access to programs and services that enable health and well-being, and provides grants to not-for-profit organizations (NPOs) in order to achieve that goal.

The main social service-focused grant stream offered by the City of Vancouver is called the Core Support Grants (CSG). Because limited funding is available, this grant is a competitive program, and funds a wide range of social service agencies. It funds organizations providing two types of work: **Direct Social Services**, and **Support for Other Organizations**.

Funded Category	Direct Social Services	Support for Other Organizations
Description	Applicants provide the direct delivery of social services to individual residents.	Applicants provide services to other organizations in order to improve their ability to deliver direct services, address social issues or navigate change.
Population Focus	Vancouver residents who are experiencing social, physical, and/or economic disadvantages, and/or who face discrimination.	Other non-profit service providers that offer a direct social service to Vancouver residents.
Program Approach	Funded programs focus on providing supports to individuals to ensure more equitable access to services and opportunities. This may include any of the following approaches: <ul style="list-style-type: none"> ○ Systemic or individual advocacy aimed at securing services and protecting rights. 	<ul style="list-style-type: none"> ○ Organizing/mobilizing volunteer resources ○ Developing mutual support (e.g. coalition building, collaborative projects) among groups, individuals and group support systems ○ Developing or supporting new service delivery models ○ Building or facilitating networks of organizations and individuals.

	<ul style="list-style-type: none"> ○ Community development, which empowers and involves equity-denied populations in solving social problems, bringing about positive social change, and extending participatory democracy. ○ Facilitating improved access to other services ○ Building the capacity of individuals, families or communities to address inequity and mitigate conditions that create barriers to equity 	
<p>Number of Individuals/ Organizations Served</p>	<p>There is no set goal or benchmark. However, applicants must demonstrate that the number or proportion of people involved is large enough that there is a noteworthy impact on the community.</p>	<p>N/A</p>

WHAT ARE CORE SUPPORT GRANT PRIORITIES?

Core Support Grants fund a very wide range of social service and support organizations from family resource programs to programs that reduce the isolation of seniors – and everything in between. However, while all population groups are important, the City applies an equity lens to decision making in alignment with its current Equity Framework and City of Reconciliation commitments, recognizing that certain population groups, such as Indigenous and Black communities, have faced discrimination and systemic barriers to full participation in society.¹

These grants provide funding to address social inequities, and to remove barriers to opportunity and participation in society. As a result, applicants should link their work directly to achieving this goal.

¹ The City of Vancouver’s Equity Framework shapes how the City, as an employer and policymaker, provides additional supports for equity-denied groups in order to advance fair conditions for all people. For more about the City’s approach, visit: www.vancouver.ca/people-programs/equity-diversity-inclusion.



Successful grant recipients align with City policy priorities and emerging social issues, which shift over time. They:

- Align with the Social Policy Grants Statement of Intent, the Equity Framework and/or the City of Reconciliation framework
- Reinforce or support the goals of the Healthy City Strategy with a specific focus on the following goals:
 - 1 – A Good Start
 - 4 – Healthy Human Services
 - 5 – Making Ends Meet and Working Well
 - 6 – Being and Feeling Safe and Included
 - 7 – Cultivating Connections
 - 13 – Collaborative Leadership for a Healthy City for All

WHAT TYPES OF PROGRAMS ARE FUNDED?

To see successful recent funded programs, please visit the Core Support Grants page under the tab 'Past Programs'. New applicants are **strongly encouraged** to contact a Planner to discuss your application in advance. Planners will provide advice and guidance on programs most likely to be successfully funded. Contact information for planners can be found at the bottom of this sheet.

ELIGIBILITY – WHO CAN APPLY?

Successful grantees must be:

- One of the following types of organizations:
 - a registered non-profit society, community service co-op or social enterprise wholly owned by a non-profit and in good standing with the Registrar of Companies;
 - a registered charity, in good standing with the Canadian Revenue Agency; or,
 - a First Nations Band.

Note: If you are not registered as one of the above you may partner with a fiscal sponsor that is a registered non-profit society or registered charity in order to meet this requirement.

- Have an independent, active governing body composed of volunteers. The by-laws must have provisions that no staff member can be a voting member of the board or executive.
- Have the demonstrated functional capacity and sufficient resources to deliver the programs or work to which the City is being asked to contribute.
- Have an independent, active governing body composed of volunteers. The by-laws must have provisions that no staff member can be a voting member of the board or executive.

- Organizations must also be in compliance with the Canadian Charter of Rights and Freedoms, and the British Columbia Human Rights Code.
- Applicants must demonstrate accommodation, welcomeness and openness to people of all ages, abilities, sexual orientation, gender identities (including trans*, gender-variant and two-spirit people), ethnicities, cultural backgrounds, religions, languages, under-represented communities and socio-economic conditions in its policies, practices and programs, except in instances where the exclusion of some group is required for another group to be effectively targeted.
- Deliver the funded program in Vancouver to Vancouver residents or to Vancouver based non-profits.
- **If you have received a Social Policy Core Support Grant already this year we ask that you wait one year before applying for another grant.**
- **If you have applied for a grant previously, were not successful and plan to apply again during this intake period we ask that you contact a Social Planner to discuss how your project may or may not align with funding priorities.**

- Without limiting the ability of the Recipient or of any Recipient Personnel to hold or express positions on public policy matters, the Recipient and Recipient Personnel will not, in interactions with or in any communications with and about City officials (Mayor and Council) and City employees or contractors, make statements or engage in conduct that could be characterized as threatening, intimidating, harassing, or discriminatory. If the City becomes aware that a Recipient or Recipient Personnel has engaged in communication that, in the City's sole discretion, constitutes a breach of this obligation, the City may require the Recipient to return the Grant to the City pursuant to Section 3 of this Agreement.

WHAT ACTIVITIES ARE INELIGIBLE?

The following activities and program expenses are not eligible for CSG funding:

- Time-limited projects (planned operations of three years or less), or programs and/or organizations with less than 6 months of operations;
- Those which fall wholly or primarily within the mandate of other government departments, e.g. (but not limited to):
 - Direct healthcare programs (such as health self-help groups, health information programs, medical treatment, maintenance or rehabilitation programs);
 - Employment training leading to certification;
 - Initial settlement programs.
- Direct welfare supports, including food banks, meal programs and the provision of clothing (please note that the provision of food as a part of a program is an allowable expense);
- Housing;
- One-on-one counselling with licensed psychologists, social workers or registered clinical counsellors;

Social Policy Grants Contact Information:

Phone: 604-673-8414

Email address: socialpolicygrants@vancouver.ca



- Programs which are primarily recreational (formal recreation programs such as clubs/groups or teams), or educational (formal education leading to a credential), and;
- Programs involved in the preservation of any particular ethnic or cultural heritage, except for Reconciliation initiatives;
- Travel expenses, attendance at, or fees for, conferences, workshops or other forms of training;
- Delivery of conferences;
- Transportation expenses, except those that allow users or potential users to access services;



- Legal fees;
- Payment of: City property taxes; capital expenses, operating or capital deficits;
- Using grant funds to act in the capacity of a funding body for, or make grants to any other individual, group or organization;
- Research.

Exceptions to the above may be approved at the discretion of the Managing Director of Social Policy & Projects.

QUESTIONS ABOUT ELIGIBILITY OR NEW WORK NOT FUNDED LAST YEAR?

Talk to a planner! All new applicants are asked to contact a grants planner to discuss applications prior to submission. Applicants that were not successful in the previous year are also asked to contact a grants planner if you are considering applying again. This short phone call will ensure applicants are eligible and will be an opportunity to walk through the process, provide tips and answer questions.

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WHAT IS CORE FUNDING?

Core funding is financial support that covers the essential “core” organizational and administrative costs of providing services. This could include salaries and benefits of staff, the cost of including Elders or Knowledge Keepers in programs, administrative services, program evaluation, governance costs, office space, marketing and communications, and accounting services.

Core funding options for organizations with annual budgets of less than \$5 million:

Applicants will be given a choice between applying for unrestricted organization funding to support core activities or applying for unrestricted funding for a specific program or programs:

- **Option 1:**
Organization Funding: grant funding to the entire organization will be unrestricted, except for the restrictions noted above (see above for **Ineligible Activities**). Organizations will have the flexibility to spend 100% of their grant dollars across the organization in support of their work as needed, with no cap on administration and without program restrictions. Choosing this option will no longer require submission of a program-specific budget.

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- **Option 2:**
Program Funding: grant funding only for a specific program will be unrestricted except for the restrictions noted above (see **Ineligible Programs and Program Expenses**). Choosing this option will require the submission of program-specific budget(s). Applicants may choose this option if the work of their organization as a whole might be considered ineligible, but they are operating a program that may be eligible, e.g. a clinical health centre that is running a non-clinical peer-support program.

Organizations with annual budgets of \$5 million or more:

Applications must be made for specific programs detailed in your application, and funds will be limited to that program.

There will be no restrictions on how funds can be used in support of the program itself, except for the restrictions noted above (see above for **Ineligible Activities**). These organizations will be required to submit a program-specific budget.

Note on Financial Capacity: One of the review criteria is the demonstrated financial need of an organization to cover the work being applied for. Very large organizations or ones with large surpluses or reserves may not score as highly.

GRANT TIMELINE AND REVIEW PROCESS FOR FALL CS GRANTS

Deadline	April 26, 2024, at 11:59 PM
Staff Review	May – July 2024
Recommendations to Council	July 2024
First Payments Released	July/August 2024

Applications are reviewed and assessed by a group of staff within Social Policy. If a reviewing planner has questions, they may contact your organization for more information. Staff bring recommendations to City Council, which makes all final decisions about funding. Please note that there are two rounds of Core Support Grants per year.

TERM OF CORE SUPPORT GRANTS

The term of a Core Support Grant is one calendar year from approval. Typically, grants are dispersed immediately following approval by Council (March/April for fall intake and August for Spring intake), unless specific conditions are placed on the grant.

HOW TO APPLY

Applications are available on [VanApply](#), the City’s online grants management system. A full list of application questions is available at the end of this document. If you have any accessibility needs, please contact a Planner and we would be happy to assist.



GENERAL QUESTIONS

Here are some of the questions you can expect to see and answer through your application, along with some statistics of populations your organizations serve, and uploading documentation regarding your organization and its incorporation (please note that these are general questions meant to serve as a guide, and some questions will vary):

- Please provide a brief description of your work (50 words maximum).
- In which Vancouver neighbourhood(s) will your funded services take place?
- What are the key activities and outputs you plan to support with this grant in the upcoming year?
- Please describe the methods used to design and gain input into the effectiveness of your work.
- Please name and describe how you actively work with a few close organizations or a network and how this impacts services for your participants.
- Please describe how you apply an equity lens internally to your own organization.
- How many individuals use your program annually?
- What percentage of individuals served live in Vancouver?

SOCIAL POLICY CONTACT INFORMATION

Phone: 604-673-8414

Email address: socialpolicygrants@vancouver.ca

Note: Please use 'CSG' in your email title for enquiries related to the Core Support Grants.