

# Friends of the Greenbelt Foundation 2018 Funding Guidelines



Possibility grows here.

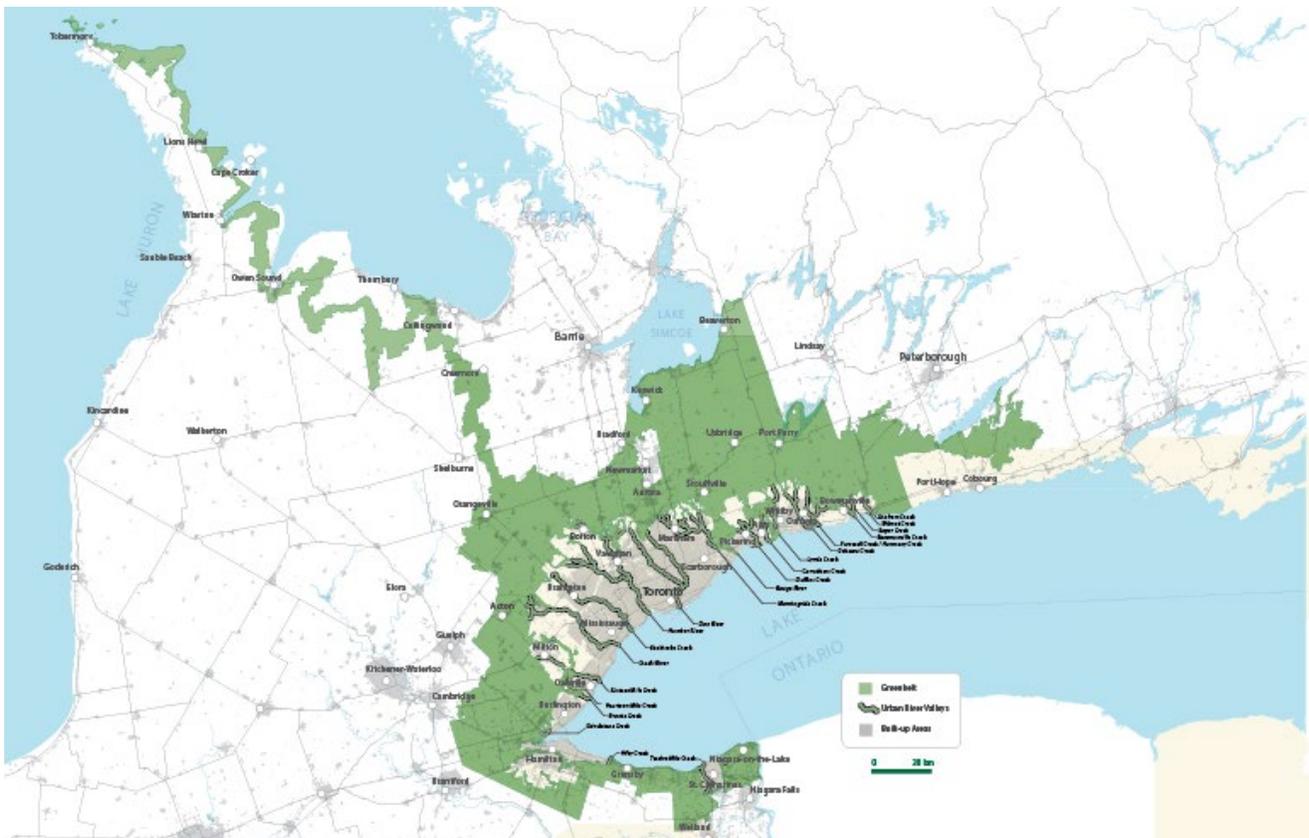
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# INTRODUCTION

With 9.7 million residents, the Greater Golden Horseshoe (GGH) is home to 70% of Ontarians, and is expected to grow by 3.8 million people and add an additional 1.5 million jobs by 2041. The continued prosperity and livability of the region will be determined to a very significant degree by the success and strength of the Greenbelt and supportive programs. By investing in the opportunity provided by the Greenbelt, the Foundation is helping to ensure Ontarians continue to enjoy a “return on environment” – including abundant fresh water, local food, active recreation, a working countryside, and the \$3.2 billion in ecosystem services that the Greenbelt provides each year. Investments in smart growth and regional connectivity will fuel economic growth and prosperity in the livable communities that the labour force of the future demands.



## Ontario's Greenbelt

At the centre of Ontario's most urbanized region, the Greenbelt permanently protects over 2 million acres of agricultural and environmentally sensitive lands, clean and abundant freshwater supplies and a vibrant rural economy. The Greenbelt also extends into the region's major city centres through 21 urban river valleys.

The Greenbelt is vital to the quality of life of Ontarians and enjoys unprecedented public support, inspiring excellence in how we live, plan and grow.

The Greenbelt is a leading example of positive climate action, demonstrating that sustainability is possible and makes us more prosperous. Through investments in the Greenbelt and the efficient planning of our cities and rural towns, we can strive to increase resilience and reduce vulnerabilities to climate change in the region.



Ontario's Greenbelt encompasses the Niagara Escarpment, the Oak Ridges Moraine, 21 urban river valleys, as well as numerous lakes, wetlands and forested areas. Nearly half of the Greenbelt is agricultural land, home to over 5,000 family farms.

### Healthy Returns:

- The permanence of the Greenbelt has helped to focus development in existing areas without eroding natural systems and agricultural land.
- The Greenbelt has stopped the loss of farmland inside its boundaries, protecting one of the region's top economies, job sectors and a sustainable food system.
- The Greenbelt contributes \$9.1 billion in economic activity to Ontario's economy each year and supports 161,000 jobs. It also provides \$3.2 billion in ecosystem services each year.

- The Oak Ridges Moraine and Niagara Escarpment house many species-at-risk. The Moraine provides critical migratory routes for birds and mammals, contains the headwaters of more than 65 rivers and streams and is home to the most continuous forest cover in the GTA.
- Every year the Greenbelt stores and sequesters almost 102 million tonnes of carbon, a value of \$377.7 million per year in averted damage costs: the equivalent of taking almost 32 million cars off our roads.
- The Greenbelt's natural features contribute to a robust economy as well: its natural water filtration systems save \$189 million a year in drinking water filtration costs; its wetlands save another \$379 million a year in flood control costs; and the pollution-removing activity of its tree canopy is a \$69 million a year value.
- The Greenbelt has fostered an active interest in understanding where our food comes from and is helping to shape a cultural identity for this region – a way of thinking, acting and collaborating.

# FUNDING PROGRAM

The Friends of the Greenbelt Foundation values greatly the efforts of a broad range of stakeholders and community partnerships to enhance the Greenbelt. The Funding Program invests in projects that increase environmental and economic returns from the Greenbelt, enhance the health of the Greenbelt's systems, support farmers and foster a sustainable rural economy.

With responsibility for implementing land use plans, relationships with municipalities will be key to achieving the goals outlined in each funding area, and building complete communities in the Greater Golden Horseshoe.

Indigenous communities have strong cultural ties to the Greenbelt's agricultural and natural landscapes. The Foundation will begin the process of building relationships with Indigenous communities and understand perspectives and interests in relation to the Greenbelt.

In 2018, the Foundation's Funding Program will support the efforts of charities and non-profit organizations to:

- Promote a sustainable rural and agricultural Greenbelt economy.
- Maintain the integrity of Greenbelt systems for public benefit.
- Support implementation of the Greenbelt Plan and achievement of plan objectives, as well as Growth Plan policies that are directly relevant to achieving the Greenbelt objectives in the Greater Golden Horseshoe.
- Restore and enhance Greenbelt systems.
- Protect vulnerable water resources for residents, agriculture and businesses.

## PROGRAM AREAS

In 2018, the Foundation has 3 areas of focus for its Funding Program:

- Prosperous Greenbelt
- Resilient Greenbelt
- Greenbelt Expansion Consultation Fund

## Grant Program Area 1: Prosperous Greenbelt

*Supporting Sustainable Agriculture and Rural Vitality in the Greenbelt.*

The unique character of the Greenbelt’s agricultural and natural landscapes – along with the stability provided by its protection – supports \$9.1B in economic activity every year and 161,000 jobs. From farming and agricultural activities to sustainable tourism and outdoor recreation, the Greenbelt has demonstrated its central role as the bedrock of rural economies across the region.

Strengthening these activities aligns with community goals to move towards low carbon practices and lifestyles, and supports the Greenbelt as a vital building block for the long-term prosperity of the region. With 7 in 10 Ontarians living within 20km of the Greenbelt and its river valleys, there is tremendous opportunity to increase access to nature, local food, hiking, cycling, fishing, and enjoyment of all the landscape has to offer to 9.2 million residents.

A range of new business and job opportunities will emerge for rural communities as the economy transitions to a more low-carbon model. Services will also evolve with possibilities to reduce costs. Local residents will increasingly expect access to greenspace, active transportation corridors and opportunities to work remotely, while agriculture will continue to require reliable water and energy services.

The Prosperous Greenbelt funding stream supports projects that generate economic activity and promote rural resilience and vibrant communities. Collaborations are encouraged in order to strengthen the impact and reach of projects across the landscape.

### **Program Goal**

The goal of the Prosperous Greenbelt funding program is to:

1. Support agricultural priorities, including climate mitigation and adaptation activities.
2. Enhance agricultural, natural and cultural-based recreation and tourism in the Greenbelt and along its river valleys.
3. Support planning for low-carbon and climate resilient communities and economies.
4. Increase public awareness of the Greenbelt’s agricultural and natural systems, cultural heritage and rural economy.

Prosperous Greenbelt will support a range of activities including:

- Assessing feasibility of low-carbon energy options for agriculture.
- Promoting local food.
- Planning new or enhancing existing Greenbelt experiences and destinations.
- Improving itineraries, wayfinding, education, and overall experiences for Greenbelt destinations such as hikes, winter sports, birding, canoe trips, and fishing tourism.
- Enhancing experiences and education along the 475km Greenbelt cycling Route – a provincial ‘Trail of Distinction’, or Greenbelt river valleys.
- Examining new economic opportunities such as woodlot management with sustainable end uses and increased biodiversity.
- Convening community members, local businesses and municipalities to explore opportunities to adopt or deliver low carbon practices and/or services.
- Building links across the Greenbelt to support agriculture, nature-based tourism and/or planning for low carbon rural communities.

## Grant Program Area 2: Resilient Greenbelt

*Working with Nature to Increase Public Benefits from Ontario’s Greenbelt and Regional Resiliency.*

The Greenbelt’s natural resources and river valleys provide tremendous benefits to rural and urban residents in the Greater Golden Horseshoe, as well as a return of \$3.2 billion annually in flood protection, fresh water, clean air, local food, and the enjoyment of nature. The Greenbelt contains some of the best agricultural soils in the country, which sustain an important industry and local food supply, forests that provide clean air for the region, the Oak Ridges Moraine which replenishes water supplies, the iconic Niagara Escarpment, and much more.

As the population and urbanization of the region expands, the economic, environmental and quality of life solutions delivered by the Greenbelt will only become more important. Through a climate mitigation and adaptation lens, the health of the Greenbelt and its river valleys is essential to improving resilience in the region.

The Resilient Greenbelt funding stream encourages investments in the Greenbelt’s already available natural solutions – for a greater return on environment. Without care and investment these systems will degrade, as will the public benefits they currently provide. In the long-term, directing the majority of growth to already built-up areas will ensure the Greenbelt remains protected and productive.

## Program Goal

The goal of the Resilient Greenbelt funding program is to:

1. Restore and enhance Greenbelt natural and water resource systems.
2. Maintain and improve the health of agricultural soils.
3. Advance the use of natural solutions and climate resiliency tools such as green infrastructure, carbon sequestration or other activities.
4. Minimize fragmentation of the Greenbelt landscape, and enhance connectivity with broader regional landscapes.
5. Engage the public in enhancing Greenbelt systems and determining how the region will grow.

Resilient Greenbelt will support a range of activities including:

- Monitoring the health of Greenbelt systems.
- Identifying restoration and enhancement priorities for the Greenbelt’s natural and water resource systems.
- Determining best practices in maintaining and improving the health of agricultural soils.
- Developing the business case and/or data to support restoration and enhancement priorities.
- Integrating natural solutions such as green infrastructure, carbon sequestration, agricultural best practices, or other activities in existing municipal or community-based programs.
- Researching and mapping priorities to strengthen biodiversity in the Greenbelt.
- Engaging the public and communities to identify opportunities to create resilient communities.
- Evaluating land use patterns and impacts on agricultural and natural systems, and climate resiliency.
- Proposing solutions to ongoing challenges that may impact the health and integrity of the Greenbelt.

## Grant Program Area 3: Greenbelt Consultation Expansion Fund

*Supporting Participation in Provincial Consultations Considering the Expansion of Ontario’s Greenbelt.*

The Province of Ontario has launched public consultations to consider expansion of the Greenbelt to protect important water systems facing pressure from urban growth and the effects of climate change.

These consultations present a rare opportunity to engage Ontarians and various sectors to consider

permanent protection of important water systems that provide drinking water to many communities, support agriculture and sustain ecosystem health in the Greater Golden Horseshoe.

The provincial “Study Areas” which are the focus of the consultations involve a series of moraines, aquifers, wetlands, recharge lands, cold water streams and other features that have been identified as critical to maintaining clean and abundant local water supplies. The Study Areas are located to the west and north of the existing Greenbelt- encompassing Waterloo Region, City of Guelph, and Brant, Wellington, Dufferin and Simcoe Counties.

The new Provincial Growth Plan will relieve some development pressures on these local water supplies by directing growth to already built-up areas and avoiding the paving of more greenspace. However, the Greenbelt provides a higher standard of protection – directly prohibiting urbanization across large areas and ensuring landscapes with a high concentration of water features remain permeable and able to replenish groundwater supplies; filter pollutants; provide clean, base flows to rivers and lakes; and, store stormwater to minimize flooding.

## **Program Goal**

The goal of the Greenbelt Expansion Consultation Fund is to:

1. Enable and/or enhance capacity among resource-constrained civil society groups, Indigenous communities, agriculture, academia, and other stakeholders to fully engage in the Provincial consultations and contribute to the development of important public policy.
2. Improve the quality of public participation and technical advice.
3. Identify additional areas the Province should consider for future expansion.

The Fund will support a range of activities including:

- Community engagement activities that inform members of the public about the consultations, discuss the issues and facilitate participation.
- Participation in meetings, networks and other activities to enhance knowledge of the issues.
- Review of provincial criteria used to develop the proposed Study Areas.
- Research and evidence gathering to bring additional information, criteria or Study Areas forward.
- Increase understanding of the impact of climate change on water resources in the Greater Golden Horseshoe.
- Attendance at provincial Open Houses and completion of formal submissions under the Environmental Bill of Rights.



## FUNDING PROGRAM DEADLINES

Applications under the Greenbelt Expansion Consultation Fund are accepted from January 8 – December 2018. Organizations interested in applying to this Fund should contact the Foundation.

The following deadlines apply to the Prosperous Greenbelt and Resilient Greenbelt Funds:

### Spring Funding Round

- Call for Proposals: March 23 - April 10, 2018
- Letters of Intent Due: April 10, 2018
- Decision on Request for Full Proposals by: April 16, 2018
- Full Proposals due: May 4, 2018
- Final Decisions on Applications: June 2018

### Fall Funding Round

- Call for Proposals: September 17-28, 2018
- Letters of Intent Due: September 28, 2018
- Decision on Request for Full Proposals by: October 5, 2018
- Full Proposals due: November 2, 2018
- Final Decisions on Applications: December 2018



## APPLYING FOR FUNDING

Please read this guide in its entirety before submitting an application. We encourage all organizations to contact us at any time to discuss their idea. Staff can provide advice and guidance to assist groups to submit the best possible application. All funding applications are submitted online through the Foundation's grant portal.

A link to the grant portal is available at [http://www.greenbelt.ca/applying\\_for\\_a\\_grant](http://www.greenbelt.ca/applying_for_a_grant)

In order to be considered for funding under the Funding Program, applicants must complete an eligibility quiz and provide the information requested in our application process via our grant portal, including details on the project goals and rationale, activities, results, how success will be measured, as well as a full project budget.

**Organizational Eligibility:** Organizations can apply individually or in collaboration with others. Lead applicants must be a registered charity or non-profit organization.

**Registration:** In order to be considered for funding, applicants must complete an eligibility quiz and register their organization via our grant portal.

The Foundation's Grant Program staff can be reached at [program@greenbelt.ca](mailto:program@greenbelt.ca) or 416-960-0001 ext. 310 to schedule a call in advance.

The Friends of the Greenbelt Foundation is a non-partisan registered charity, separate from government.

The Foundation's grant program has received funding from the Government of Ontario. Such support does not indicate endorsement by the Government of Ontario of the contents of the program.



## APPLICATION PROCESS

### Letter of Intent

To be considered for funding, applicants must first submit a Letter of Intent through the Foundation's grant portal that outlines a case for support and includes the following:

1. Overview of the project and stated goal and objectives.
2. Project results and planned outcomes.
3. Evidence for why the project is needed and how it aligns with the Foundation's funding program goals.
4. List of key activities, the people involved and project partners.
5. Brief outline of the organization's history, objectives and current activities.
6. Timeline and total budget estimate for the project, including the status of any additional funding being requested from other sources.

These letters are assessed on how your idea aligns with our goals, expected results of the work and level of impact, along with the strength of expertise involved in the project. The cost of the project is also taken into consideration. Our grant rounds are highly competitive and this will also influence whether applicants are invited to submit a full proposal.

### Full Proposals (Invitation only)

After reviewing Letters of Intent, the Foundation will contact successful applicants to request a full proposal. Applicants invited to submit a full proposal will upload their project and budget information through the Foundation's grant portal.

Information requested includes the following:

1. **Executive Summary:** Summarize the purpose, main objectives and expected outcomes and

results from undertaking the project.

2. **Project Description and Methodology:** Clearly outline the purpose, goal and main objectives about what you are trying to achieve, the main activities you will undertake to achieve your objectives, key positions, partners and people involved in the project, and how you will measure results. Include information on communication goals and activities.
3. **Project Rationale:** State why this work is important and how it helps the Foundation achieve its broader goals.
4. **Risk Assessment:** Provide a risk assessment and mitigation strategy in case project expectations change.
5. **Evaluation Plan:** Outline what will change as a result of your organization's work. List expected results and describe a plan for tracking and measuring progress and the success of your project. Take the time to understand the difference between immediate outputs (the straight reporting of numbers - held 10 workshops, published a report); outcomes (how your target audiences have or will benefit from the project); and, longer-term impact (what change has or will happen in the broader community).
6. **Organizational Expertise and History:** Provide information on your organization's capacity and expertise to undertake and complete the project.
7. **Applicants will also upload a project budget, list of Board of Directors, and latest audited financial statements or other acceptable documentation of financial health.**

**Eligible Expenditures:** When completing the project budget please review the list of Eligible and Ineligible Activities and Spending Restrictions on Eligible Activities detailed in Appendix A.

All projects will be subject to a 10 percent holdback payable upon successful completion of the project and the approval of a final report. Supplies, equipment, or services purchased by the recipient with funding supplied by the Foundation, must have gone through a process that promotes the best value for the funds spent. Non-profit organizations, that are not registered charities, must submit paid invoices and proofs of payment with their interim and final reports. All successful candidates in this category will be required to participate in a webinar or training session to ensure financial information is documented and stored in an accessible format.

Charities are required to retain invoices and proof of expenditures, and provide it to the Foundation, on request. With adequate notice, the Foundation may inspect the work carried out by all funding recipients, including accounts, records and physical assets whose acquisition was financed by the Foundation.



## REPORTING REQUIREMENTS

To report on results and track progress in meeting the goals and objectives of the Foundation's grant streams, every recipient is required to submit satisfactory Interim and/or Final Project Reports. The specific requirements for these reports will be outlined for each applicant and dependent on the funding program. Generally, where applicable, an applicant is expected to report on the following:

1. **Protection and Enhancement:** increased protection or enhancement of Greenbelt systems.
2. **Climate Resiliency:** activities that advance climate adaptation and resiliency.
3. **Rural Economy:** actual or potential economic impact on rural communities, and/or Greenbelt agriculture.
4. **Implementation of Plans:** identification of challenges and potential solutions.
5. **Engagement Capacity:** number and organization of new partnerships generated.
6. **Public Awareness and Support:** number of people reached, geographic spread and depth of public support for the Greenbelt and complete communities.



## PROPOSAL REVIEW PROCESS

Each application will be reviewed and assessed by Friends of the Greenbelt Foundation staff and an advisory committee. External peer reviewers may also be used to assess individual proposals as needed. The Friends of the Greenbelt Foundation Board of Directors makes funding decisions.

The following criteria guide the review and decision making process for each proposal: Feasibility - Likelihood of success is clearly evaluated and project need is well documented.

Demonstrate Impact - Projects must provide an evaluation plan that clearly identifies planned outcomes and how progress will be measured.

Create Systemic Change - If applicable, projects should make changes in policies, operational procedures, and practices to ensure change is permanent and continues to progress.

Leadership & Expertise - Project leaders will be experienced and ensure the expertise required to achieve goals is engaged.

Demonstrate Sustainability - If applicable, projects must demonstrate how the activities conducted during this project will be carried on without continued financial contribution.

Communicate Greenbelt Benefits - Applicants must have a clear plan on how they intend to communicate the results of their project and benefits of the Greenbelt.

Budgets & Financial Health - Budget expenditures must be reasonable and applicants must submit their latest audited financial statements or other acceptable documentation of financial health.

Assess and Mitigate Risk - Proposals will identify potential risks or challenges faced in meeting stated goals and acceptable mitigation strategies.

# APPENDIX A

## ELIGIBLE ACTIVITIES

- Overhead
- Contract and professional service costs
- Human resource costs, including salary and benefits
- Materials and supplies
- Planning
- Translation, printing, production, and distribution costs
- Travel

## INELIGIBLE ACTIVITIES

- Primary research
- Buildings and infrastructure
- Capital campaigns
- Deficit financing
- Land claim disputes
- Endowments
- Establishment of new farmers' markets
- Projects occurring outside the Greater Golden Horseshoe
- Sponsorships, festivals and events
- Legal costs not necessary for the Project
- Costs of alcohol
- Costs of travel outside Ontario
- Costs associated with preparing and submitting grant proposals and letters of intent, unless funding is given for a planning grant or feasibility study

## Eligible and Ineligible Expenditures

As the Friends of the Greenbelt Foundation is a charitable organization, funding cannot be made to individuals and for-profit businesses. Funding can only be made to registered Canadian charities or other qualified donees such as, incorporated not-for-profit organizations with audited financial statements.

If you have an idea that meets our goals but your group does not qualify, please contact us. We may be able to offer support and assistance in other ways. The Foundation reserves the right to support any appropriate initiative that we deem to be relevant to our mission.

Overhead costs of up to 10% of the total requested project budget will be supported. The Foundation requires that all funding recipients submit audited financial statements before funding can be approved.

## Spending Restrictions on Eligible Activities

### 1. General Restriction

The portion of the HST or other expense for which funding recipients have received, will receive, or are eligible to receive, a rebate, credit, or refund – is not an eligible project expense.

### 2. Overhead and Administration

Eligible overhead and administration expenses include: rent and occupancy costs, telephone, internet; and, disbursements such as computer equipment, equipment leases, postage/courier charges, photocopying and printing charges, general office supplies, volunteer appreciation, and financial institution service fees incurred in carrying out the Project.

Funds may not be used for avoidable financial institution service fees (e.g. NSF charges), or legal fees that are not connected to the Project.

### 3. Transportation

Eligible travel costs are limited to Ontario.

Transportation will be by the most practical and economical method; tickets (e.g. train, airplane) purchased must be for economy/coach class and when renting a vehicle, the Funds may only be used for a compact model or its equivalent unless approval for a different model is obtained prior to rental

- Mileage Allowances:
  - 40 cents/km; more than 200 kms recommended rental car.

- Car rentals:
  - A compact model is required.
  - Any exception must be documented and guided by the principle that the rental vehicle is the most economical and practical size taking into account the business purpose, number of occupants and safety.

#### 4. Accommodation

Accommodation refers to the provision of accommodation for meetings or events to the Recipient's staff or contractors or other meeting/event attendees if specified in the Budget.

- Accommodation will be in a standard room; the Funds may not be used for hotel suites, executive floors or concierge levels. Funds may not be used for:
  - Accommodation for staff or contractors when the distance to the meeting or event venue is less than 24 km;
  - Accommodation for meeting/workshop/event attendees when the distance to the meeting, workshop or event venue is less than 24 km; or
  - Penalties incurred for non-cancellation of guaranteed hotel reservations.

#### 5. Food and Beverage

Funds can be used for the provision of food or beverages during Project meetings/workshops/ events held with groups, organizations and the public:

- Funds used to pay for meals during project- related meetings, workshops or events can be up to the following maximums:
  - Meal Allowances
    - Breakfast: \$10
    - Lunch: \$12.50
    - Dinner: \$22.50
- Itemized receipts must be collected and retained to verify these expenditures.
- If the Funds are being used to pay for non-meal food and beverages (e.g. coffee, water, snacks) during project-related meetings, workshops or events the amount from the Funds used for these non-meal expenses can be up to the following maximums:
  - \$5/day per person for a half-day public Project meeting/event
  - \$10/day per person for a full day public Project meeting/event