

Neighbourhood Grant Requirements

The goal of the grants is to support Strong Neighbourhoods Strategy 2020 (TSNS2020).

The \$1,000 - \$3,000 grants are for use by resident-groups to support those TSNS Actions in local communities around the 5 theme areas of the Toronto Strong Neighbourhood Strategy 2020:

- **Economic Opportunities:** For example, jobs skills workshop, certification workshop, employment forum and more,
- **Healthy Lives:** For Example, nutrition workshop, wellness day, gardening event and more,
- **Participation in Decision Making:** For Example, community speak out event, leadership training, civic action forum and more,
- **Social Development:** For Example, Educational workshop/forum, back to school event, neighbourhood festival and more,
- **Physical Surroundings:** For Example, community beautification event, neighbourhood walking tour, community art event and more.

Neighbourhood Grant Requirements

- Planning takes place in one of the 39 identified Neighbourhood Improvement Areas (NIAs) or Emerging Neighbourhoods (ENs)
- Supports one of the Neighbourhood Actions
- Is free and be open to all (not just members of your group) in the NIA or EN
- Occurs online or virtually and **not in-person**
- Planning meetings should be held virtually and not in-person
- Is held between March 16, 2020 – June 30, 2021
- Is a one-time event or a series of activities to be held within one month

Change Request Form

We understand that your event or activity may change from what you submitted in your application, in part due to Covid-19:

- Date change
- Shift to online / virtual event(s)
- Project idea or target population change
- Revised budget: Please note that some groups were funded for more or less than what was requested in their Neighbourhood Grant application. You will need to submit a change request form with a revised budget based on the amount of funding that was approved for your group. Please remember to refer to the list of eligible and ineligible expenses. Please note that the money will not be released until the revised budget is approved.
- Budget change: Groups are able to make changes to their budgets, as long as these changes follow the list of eligible / ineligible expenses. Please contact Shahina Sayani at Social Planning Toronto at grants@socialplanningtoronto.org

City of Toronto's Community Grant Policy

Your group will need to follow the City of Toronto's Community Grants Policy. The Community Grants Policy states that City of Toronto grant funds cannot be used for political activities. If City of Toronto councillors are attending your event, you will need to invite all councillor candidates. There should be no distribution of political materials at your event. Please see the Guide for Political Activities for more information. You will also need to sign an acknowledgement that you have read the guide and that you understand that City of Toronto grant funds cannot be used for political activities.

Reporting

As this is public money, we need to be accountable to what we can spend. Please see the list of eligible and ineligible expenses. You must submit original copies of all receipts and we recommend you keep copies of your receipts for seven years for audit purposes. If you received more or less than what you requested in your application form, you will need to submit a Change Request form for approval. Otherwise, the funds cannot be released to you.

By the end of the project, you are required to submit a report to City staff. The report template is provided as part of your orientation package. You need to report back both online and at your local Neighbourhood Planning Table.

Questions

Any questions, please call Oleg Segin at 416-392-9271 or Oleg.Segin@toronto.ca, your Community Development Officer or your Mentor.