



Foundation of Hope Community Services Grant Application Guide



Version April 2017

INTRODUCTION

The purpose of the Foundation of Hope Grants Program is to support efforts to take action to support LGBT+ refugees and newcomers. These are intentionally small grants (typical grants are approximately \$200 - \$7,500) designed to stimulate direct and concrete support for projects and activities that support LGBT+ refugees and newcomers.

In addition to grants, **TD Bank** and **Aeroplan** have generously contributed to Foundation of Hope as an organization that advocates for LGBT+ rights around the world. **Aeroplan Miles** are redeemable to eligible organizations as part of FOH's **Mission**.

The Foundation of Hope Grants Program is entirely funded through community donations and corporate sponsorship. Foundation of Hope is an independent, nonprofit organization and registered charity with the sole mission of improving the lives of LGBT+ refugees and newcomers. Projects of a maximum duration of 12 months will be considered for funding.

ELIGIBLE ORGANIZATIONS

The Community Services Grant Program considers proposals from groups, agencies, and organizations whose interests are consistent with the goals of FOH. The program will not consider grant proposals for retroactive funding of projects already completed. Eligible donees applying for grant funding must meet the following set of criteria:

- Be a Canadian charitable organization that is registered with Canada Revenue Agency. International organizations are encouraged to apply in partnership with registered charities in Canada.
- Provide programs and/or services that target LGBT+ refugees and asylum seekers and the newcomer community.
- Have a clean human rights record on other human rights issues.
- Extend services to the LGBT+ refugee and newcomer community without prejudice and irrespective of nationality, religious affiliation, age, sex, gender identity, gender expression, sexual orientation, ethnicity, language proficiency, or ability.

TYPES OF ELIGIBLE PROJECTS

The Community Services Grant Program will award grants for services aimed at benefiting LGBT+ individuals. Examples of expenses include, but are not limited to:

- Translation / interpretation expenses;
- Legal expenses (such as fees incurred for finalizing processes to remain in Canada);
- Healthcare (includes mental health) expenses;
- Housing subsidies;
- English courses that assist with integration of non-native English speakers; and
- Transport expenses.

ELIGIBLE PROJECTS

Non-registered community groups and organizations must work in partnership with registered charitable organizations and nonprofit organizations that have a clear mandate to serve LGBT+ refugees and newcomers.

TYPES OF PROJECTS NOT ELIGIBLE

The following projects are not eligible:

- Projects identified with political parties of any kind;
- Projects sponsored by a for-profit organization;
- Organizations with a record of or who support other entities with a record of human rights violations or abuses;
- General contributions to capital campaigns;
- Retirement of debt; and
- Construction projects or real estate acquisitions.

APPLICATION PROCEDURE

Grants will be awarded based on the availability of funding at the time of the application. The applicants should complete [Support for Community Services Grant Application](#) and submit an application for funding. The application form requests detailed information about the need for the project, its goals, a plan of action, and a budget. A separate application form is necessary for each project submitted for funding. Should a funding proposal be reviewed favorably, a [Notification of Award](#) will be drawn up between FOH and the applicant, which provides clarification of the terms of the award along with the necessary information about the proposed project.

Grant monies awarded will range between **\$200 - \$7,500** per project. Only projects of a maximum duration of 12 months are currently being considered for funding. Eligible applicants may request [Aeroplan Miles](#) for project within the duration of 12 months. Please contact the following email to find out more about how to redeem Aeroplan Miles.

We encourage all interested organizations and groups to contact FOH for any questions and technical assistance in filling out the community services grant application. Visit our website at www.foundationofhope.net or send us a message at grants@foundationofhope.net.

REVIEW PROCESS AND EVALUATION CRITERIA

Submissions will be reviewed by the Foundation of Hope Grant Selection Committee, which is composed of members of the Board of Directors. Applicants will be contacted if additional information is needed during the review process.

The following criteria will be used to evaluate funding proposals:

- **Efficacy** – FOH is looking for **effective** ways to appeal to our **Vision, Mission** and **Purpose**
- **Significance** – We look for **clarity** in how the **activities** and **objectives** of the project address LGBT+ refugee and newcomer needs.
- **Action plan** – We look for a determined **action plan** that relates to the stated **outcome**. Will the intended recipients have **involvement** in achieving the outcome?
- **Collaboration** – We recognize that the monies awarded to individual projects may not meet the level of need requested. A clear **description** of the role of FOH Funds in **collaboration** with other **affiliated groups** is key to a successful proposal.
- **Feasibility** – We consider projects that are **feasible** within the proposed timeline, given budget requests and available resources. We want to see how the projects' measures of success can help in achieving the stated outcomes.

Organizations that have already received funding will be evaluated based on having successfully met previous grant deliverables. Feedback regarding the application process is appreciated and will be taken into consideration for future grant cycles.

AWARDING GRANTS AND REPORTING

Reporting requirements can be done by filling the **Project Completion Report** available on our website. It is expected that the report can be received no longer than 60 days after the completion of the project. The Report will include general information of project's direct beneficiaries, what are the achievements, and what are the lessons learned from the implementation of the project.

The successful applicants are also encouraged to include photos, beneficiary statements, and other creative ways to report on the project as their **Output Documents**. Foundation of Hope would also like to visit the project. Inquiries and applications may be sent by email to grants@foundationofhope.net.

To apply for grant funding, please fill out the accompanying Community Services Grant Application form and send it by email with "**FOH COMMUNITY SERVICES GRANT**" as the subject line.

