

# Community Safety & Wellbeing (CSWB) Quick Action Grant Guidelines, Timelines and Examples

## Quick Summary

The Quick Action Grant initiatives will address the community priorities of mental well-being and housing stability. They will inspire the local community to build connections between residents as well as with other community stakeholders, to create positive change for their local neighbourhood.

## Steps

1. Attend information session (optional)
2. Review the Guidelines Document
3. Note timeline/deadlines (in document)
4. Complete the Application Form
5. Submit application to CSWB Coordinator by deadline (see page 6)

## Contacts

For any questions regarding the grants, application process or for support in completing the application, please contact:

For Central Newmarket: Danielle Koren at [dkoren@cmha-yr.on.ca](mailto:dkoren@cmha-yr.on.ca) or 289.716.5294

For South Central Richmond Hill: Esey Tewolde at [etewolde@cmha-yr.on.ca](mailto:etewolde@cmha-yr.on.ca) or 289.716.5294

## Quick Action Grant Guidelines

### Background

In November 2019, York Region Council approved a place-based approach to developing York Region's Community Safety & Well-Being (CSWB) Plan and authorized a process to identify geographic areas of focus. United Way Greater Toronto (UWGT) has partnered with York Region and the Canadian Mental Health Association York Region South Simcoe to support a place-based Community Action Table (CAT) in South Central Richmond Hill to help deliver on the CSWB plan.

As part of this work, UWGT has provided the Canadian Mental Health Association York Region South Simcoe with \$15,000 to support local neighbourhoods to catalyze new actions in parallel with the work and priorities of the Community Action Table.

### Available Funding

We are awarding ten \$1,000 grants for resident groups in Central Newmarket and ten \$1,000 grants for resident groups in South Central Richmond Hill to implement a project that supports safety and wellbeing, or housing stability.

In addition, we are awarding two \$10,000 grants for organizations in Central Newmarket and two \$10,000 grants for organizations in South Central Richmond Hill to implement a project that supports safety and wellbeing, or housing stability.

### Trusteeship

Successful applicants will be supported by the Canadian Mental Health Association York Region South Simcoe as their administrative partner. More information about the trustee relationship will be provided in orientation sessions.

### Purpose of the Quick Action Grants

Applicants can submit projects that address mental well-being and housing stability local priorities established by the Community Action Table for South Central Richmond Hill.

Purpose QAG Central Newmarket:

- Increased Sense of Belonging
- Increased Access to Culturally-Informed and Diverse Information
- Increased Availability/Reduced Waitlist for Mental Health Support
- Increased Access to Safe Spaces
- Increased Leadership of Community Members/Residents in Civic Engagement
- Increased Sense of Neighbourhood Safety
- Increased Understanding of Housing Rights and Options
- Increased Housing Opportunities for Residents Increased Support for Essential Needs
- Increased Accessibility of Housing Supports for Vulnerable Populations

Purpose QAG South Central Richmond Hill:

- Increased Sense of Belonging
- Reduced Mental Illness Stigma
- Increased Access to /Awareness of Mental Health Support
- Increased Safe Spaces
- Increased Sense of Acceptance and Welcoming
- Increased Sense of Neighbourhood Safety
- Increased Understanding of Housing Rights and Options
- Increased Housing Opportunities for Residents
- Increased Support for Essential Needs
- Increased Accessibility of Housing Supports for Vulnerable Populations

## **Grant Eligibility & Decision-Making**

### **Resident-led initiatives**

Quick Action Grants of \$1,000 will support projects led and delivered by residents that address community priorities. These are short-term projects that should be delivered within 3 months. Projects should also be supported by and focused on the local area. These projects should focus on a community animation activity that does any of the following:

- Focuses on an action or activity
- related to one of the local issue priorities o to inspire the local community
- that supports creating stronger connections among residents in the area and/or between residents and other stakeholders

Applicants should meet the following eligibility criteria:

- Alignment with local priorities and fund objectives
- Clear articulation of the project throughout the application questions
- Financial request is in line with the proposed activities
- Project demonstrates local support
- Applying community members, groups and agencies operate in, or resident within, the local area
- If the proposed initiative is part of a larger project for which the applicant has received funding, there must be a clear demonstration that funding supports a new activity
- Projects should be completed within 3 months of being notified of approval
- Be started by at least 5 residents in the community who are not related to each other and do not live at the same address. The residents are either members of a resident group or they have come together to implement a community project. Grants cannot be issued to individuals
- Willingness to work with the Canadian Mental Health Association York Region South Simcoe as the trustee

Examples for resident-led initiatives are:

- a community BBQ
- workshops about tenant issues or wellness
- clothing swap event
- local soccer tournament

- social/buddy benches
- a community mural

### **Agency-led initiatives**

Quick Action Grants of up to \$10,000 will support agency-led projects that address identified CAT issue and other priorities identified above. These are short term projects that should be delivered within 6 months to 1 year. Projects should also be supported by and focused on the local area.

Applicants should meet the following eligibility criteria:

- Alignment to local priorities and fund objectives
- Clear articulation of the project throughout the application questions
- Financial request is in line with the proposed activities
- Project demonstrates local support
- Applying community members, groups and agencies operate in or resident within the local area
- If the proposed initiative is part of a larger project for which the applicant has received funding, there must be a clear demonstration that the funding supports a new activity
- Projects should be completed within 3 months to 1 year from notification of approval

Please note: Grassroots groups are eligible to apply for projects that are up to \$1,000 or up to \$10,000, however, they may require a trustee. Grassroots group can contact CMHA-YRSS to discuss their eligibility and trustee requirements.

Examples for agency led initiatives are:

- a buddy program for newcomers
- community art activities
- volunteer-based financial literacy program
- a roommate connector program
- outdoor seasonal skating rink
- transportation routes to access essential needs (e.g. food bank)

### **Eligible Expenses**

The following project costs are eligible for funding:

- Direct project expenses
- Promotion, advertising and communications expenses (e.g. printing flyers)
- Outreach to the community
- Training or capacity building
- Project expenses/supplies
- Barrier reduction costs to support local community involvement (e.g. food, childcare and transit fare)
- Municipal permits or approval fees
- Honoraria for volunteers (e.g. entertainment, facilitators etc.)
- Necessary personal protective equipment (PPE) (e.g. masks and hand sanitizer for distribution to community members to ensure on site safety)

- Food for participants at event/activity
- Other expenses with relevance to the overall initiative on a case-by-case basis
- Staff and consultant fees/resident honoraria
- Administrative costs (up to 10%)

### **Examples of ineligible expenses**

- Donations to other groups or organizations, religious groups, or political parties
- Fines and penalties
- Membership fees in clubs and organizations
- Alcoholic beverages
- Maintaining existing services
- Regular salaries and rent of office space
- Support to ongoing already funded programs or activities where this funding would duplicate other funding received

### **Quick Action Grant Approval Process**

The Quick Action Grant will go through a two-step approval process:

1. Quick Action Grant Panel Review Committee composed of local volunteers/stakeholders with a knowledge of the neighbourhood.
2. United Way Greater Toronto (UWGT) review: The list of recommended projects must be shared with UWGT for additional input and considerations.

Final approval will be shared with applicants by the Community Action Table Coordinator.

## Timelines

The grant will be received by the AGENCY or the trustee agency within one month. The following is the Quick Action Grants process timeline:

### Agency-led initiatives

Activity	Key Date
Grant applications open	April 1, 2022
Information sessions and office hours	Wednesday, March 16: 6 -7 p.m. Thursday, March 24: 10 -11 a.m. Wednesday, April 6: 2 - 3 p.m.
Agency-led application due	April 30, 2022
Applicants notified	May 31, 2022
Contract with grant recipients	June 1, 2022 – June 1, 2023
Final report due	June 15, 2023

### Resident-led initiatives

Activity	Key Date
Grant applications open	April 1, 2022
Information sessions and office hours	Wednesday, March 16: 6 -7 p.m. Thursday, March 24: 10 -11 a.m. Wednesday, April 6: 2 - 3 p.m.
Resident-lead application due	Ongoing till June 1, 2022
Applicants notified	One month after submitting
Contract with grant recipients	June 1 – September 1, 2022
Final report due	September 15, 2022

## Definitions

**The Community Action Table (CAT)**

A Community Action Table (CAT) is a collaborative planning table, created to address unique local issues and identify solutions for each targeted geographic locations.

**Community Safety and Well-Being Plan**

A Community Safety and Well-Being Plan (Plan) seeks to achieve strong, caring safe communities where everyone feels like they belong, can access services and meet their needs.

**Place-Based Approach**

York Region has adopted a place-based approach, focusing on geographic locations that potentially benefit most from planning efforts based on data and community consultations

## Contacts

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