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**2022**

**FUND FOR GENDER EQUALITY**

# **Applicant Guide**



# Applicant Guide

## Fund for Gender Equality

Communities across Canada and around the world are living a historic moment in the global fight for equality. Women’s organizations and movements in Canada and around the world are on the frontlines of change—holding the line, demanding equality and driving transformation. At the same time, communities around the world are responding to unprecedented local and global challenges related to the COVID-19 crisis—challenges that disproportionately affect women, girls, Two-Spirit and gender-diverse people.

In 2019, Community Foundations of Canada (CFC) became one of the founding partners of the Equality Fund, a groundbreaking collaboration that will deliver new momentum for women’s movements in Canada and around the world. Building on this commitment, CFC and participating community foundations have developed a multi-year collaboration with the Equality Fund, with support from the Government of Canada.

As a core component of this multi-year collaboration, CFC and community foundations have launched the **Fund for Gender Equality** (the Fund). As Canadian communities work towards a just recovery and a future grounded in gender equality, the Fund will support ambitious, local projects that advance gender equality. The Fund will shift power into the hands of women, girls, Two-Spirit and gender-diverse individuals by supporting their leadership and engagement in community-level initiatives.

In 2020 and 2022, the Fund will be hosted by participating community foundations who will make a total of \$3.4M available to projects in their communities.

### Can organizations in my community apply for funding?

The Fund for Gender Equality is hosted by participating community foundations across Canada, and organizations with initiatives in those communities are welcome to apply for funding.

Review the list of participating community foundations [here](#).

### Who can apply for a grant?

#### Eligible applicants

The Fund for Gender Equality will support projects led by **qualified donees** that are at the ‘heart’ of the women’s movement—with those organizations that have demonstrated a long-term commitment to empowering women, girls, Two-Spirit, and gender-diverse people through their mission, activities, or partnerships.



The Fund prioritizes organizations that are ‘self-led’—those that are led by the same groups that they focus on serving (for ex., led by immigrant women, led by Indigenous women, led by survivors of domestic violence, led by members of the 2SLGBTQ+ community, etc.).

In the interest of ensuring the broadest possible reach, the Fund for Gender Equality will make only one grant per qualified donee. Exceptions may be made if the qualified donee is partnering with a non-qualified donee on an additional, distinct project.

### **Can other kinds of organizations apply?**

**Non-Qualified Donees:** Many groups that work to advance gender equality are not qualified donees. Registered non-profits and other organizations that are at the heart of the women's movement are welcome to partner with a qualified donee to apply to the Fund for Gender Equality.

In the case of such a partnership:

- The qualified donee would be the ‘Applicant Organization’, listed first on the application. That organization would be responsible for receiving the grant on behalf of the partnership.
- The non-qualified donee partner organization would be the ‘Project Lead Organization’ and would be listed as such in the application
- As part of the application process, the organizations would be required to sign and upload an Intermediary Agreement. [The form for the agreement can be downloaded here.](#)

**Organizations with a primary focus other than gender equality:** These organizations are not eligible to apply for a grant from the Fund for Gender Equality.

### **What is the value of grants available from the Fund?**

Check with your community foundation to learn about the specific amount available to projects in your community.

### **What projects are eligible for funding?**

#### **Eligible Projects**

The Fund for Gender Equality will support a wide range of initiatives that provide vital and direct support to women, girls, Two-Spirit and gender-diverse people. Community foundations are encouraged to prioritize initiatives that:

- Respond to an immediate or urgent need by women, girls, Two-Spirit and gender-diverse individuals in the community, including the impacts of COVID-19;
- Sustain or rebuild the capacity of organizations that are led by and primarily serve women, girls, Two-Spirit and gender-diverse individuals;
- Address ‘systems-level’ or root causes of gender inequality;



- Involve women, girls, Two-Spirit and gender-diverse individuals with diverse lived experiences and other community members who are affected by the issue being addressed by the proposed project;
- Work in strategic partnership with others.

Eligible projects must take place between November 1, 2022 and March 31, 2024.

### **Ineligible Projects**

Please note that the following projects will be **ineligible**:

- Infrastructure or capital-only projects (ie. building or renovating a building, buying a vehicle);
- Projects that are uniquely focused on convening, hosting events or drafting reports;
- Major capital purchases (over \$2,000 per purchase);
- Fundraising events and activities;
- Projects that have already received funding from the Government of Canada or a partner of the Government of Canada for the same activities.

### **Eligible Expenditures**

- Eligible expenditures must be made between November 1, 2022 and March 31, 2024;
- Eligible expenditures include reasonable and essential expenditures to carry out a project;
- Organizations may include administrative expenses for up to 15% of the grant amount.

Please be aware that the following expenditures are **ineligible**, and will not be supported by the Fund for Gender Equality:

- Gifts, prizes, or awards;
- Expenditures made before November 1, 2022 or after March 31, 2024;
- Infrastructure or large capital expenses (above \$2,000 per expense);
- Administrative costs that exceed 15% of the total grant amount.

### **When can eligible projects take place?**

Eligible projects must take place between **November 1, 2022 and March 31, 2024**

For successful applicants, the full value of each grant will be paid in two payments:

1. Payment 1: Jan / Feb 2023
  - 25% of the full grant amount;
  - Following the submission of the grant agreement;
  - Funds received must be spent by the grant recipient by March 31, 2023.
2. Payment 2: May / June 2023
  - 75% of the full grant amount;
  - Once the grant recipient has submitted an interim report, due in April 2023;
  - Funds received must be spent by March 31, 2024.



Grant recipients will notify their community foundation in the event that funds cannot be spent on this schedule; CFC and the community foundation will work together to identify accommodations.

## How will applications be evaluated?

Applications will be evaluated by local community foundations. Decisions will be made based on the extent that the proposed project:

- Works to advance gender equality in Canada, as broadly defined;
- Is 'self-led', ie. led by and/or meaningfully engages women and other community members who are directly affected by the issue being addressed by the project, acting on the concept of "nothing about us, without us";
- Prioritizes systems-change and long-term solutions and changes, over short-term initiatives;
- Is inclusive of community members with diverse lived experiences, including ethnicity, language, gender, sexual diversity and orientation, socio-economic status, age, and physical abilities;
- Articulates a plan to achieve demonstrable outcomes, including gender equality outcomes;
- Involves collaboration or strategic partnership between multiple individuals or organizations;
- Involves individuals, organizations, or partnerships with the capacity to deliver the project;
- Involves only eligible expenditures.

Connect with your local community foundation to learn more about how the Fund will be available in your community.

## Can we apply for multiple grants?

Organizations may submit applications for multiple projects, but in the interest of ensuring the broadest possible reach, the Fund will only support one project per qualified donee.

## When can we apply and when will decisions be made?

The Fund will accept applications between **October 3 and October 31, 2022**

Individual community foundations will decide on their decision schedule, contact yours to learn more. At the latest, funding decisions will be made by **November 18, 2022**

## What are the reporting responsibilities for selected projects?

Organizations that are approved for a grant from the Fund will be required to sign a [Grant Agreement](#) on the online platform before receiving the grant payment.

As per the grant agreement, grant recipients will be required to submit two short reports associated with activities and expenditures:



1. **Interim Report** - This report will capture project activities to March 31, 2023, and will be due on April 3, 2023;
2. **Final Report** - This report will be completed once a project has finished its funded activities, or no later than April 5, 2024.

Information gathered through these reports will be shared with CFC, the community foundation, and the Government of Canada, and may be used in the works of CFC, the community foundation, and the Government of Canada.

## How do we submit an application?

Applications to the Fund for Gender Equality will be submitted online at <https://cfc-fcc.smapply.ca/>.

## How can we learn more?

Contact your local community foundation for more information about how the Fund for Gender Equality will be available in your community.

Questions about Community Foundations of Canada and the national Fund for Gender Equality can be directed to the team at [equality@communityfoundations.ca](mailto:equality@communityfoundations.ca)

# The Application Process

Applications to the Fund for Gender Equality will be received through the online platform at <https://cfc-fcc.smapply.ca/>. Hard copies or email attachments will not be accepted.

Important information can be found in the document [Application Process and Questions](#). Applicants are strongly encouraged to review the application questions before starting the online application process.

## Readiness Checklist

So you think you're ready? Check all the boxes before beginning to prepare an application for funding from the Fund for Gender Equality:

- Our organization is a qualified donee **or** our organization is working in partnership with a qualified donee
- We have confirmed that our community foundation is participating in the Fund
- We have read the Applicant Guide and have an eligible project
- We have connected with our community foundation to learn about any local details
- We have reviewed the [Application Process and Questions](#)
- We are prepared to submit an online application before October 31, 2022



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Once you have checked all those boxes, we'll look forward to receiving your application at <https://cfc-fcc.smapply.ca/>!

## For more information

Please contact your participating community foundation with any questions.

## Acknowledgement of Support

The Fund for Gender Equality is supported by a collaboration between Community Foundations of Canada and the Equality Fund, with support from the Government of Canada.



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