2022 Granting Guidelines and FAQs
The GIVEOakville Program

ABOUT GIVEOAKVILLE

The Oakville Community Foundation (The Foundation) provides grants to charitable organizations to support a broad range of charitable activities including, but not limited to arts and culture, environment, health and well-being, heritage, and social services.

Introduced in 2018, GIVEOakville is The Foundation's online community granting program. Following an open call to charitable organizations, successful grant applications are available online in the Fall for viewing and funding by both Foundation Fundholders and the public-at-large. The Foundation covers all credit card fees so 100% of the donation goes to the charitable organization.

In 2021, over $575,000 was distributed to local charities through GIVEOakville with $150,000 in Foundation top up funding. Of this $150,000, The Foundation allocated 15% - $22,500 - as an additional top-up to Black, Indigenous, People of Colour (BIPOC)-led and Gender Equity organizations found in the GIVEOakville Guide.

IMPORTANT FOUNDATION NEWS

2022-25 Strategic Plan

The Oakville Community Foundation is aligned to five United Nations (UN) Social Development Goal (SDG) priorities that include: SDG #4: Quality Education; SDG #8: Decent Work and Economic Growth; SDG #10: Reduced Inequalities; SDG #11: Sustainable Cities and Communities; and SDG #17: Partnerships for the Goals.

The Foundation's Vision - A Community Where No One is Left Behind - is aimed at reducing inequities in the community and is aligned to the United Nations Sustainable Goal (SDG) # 10 Reduced Inequalities. In keeping with this Vision, organizations that receive a grant through The Foundation's GIVEOakville campaign must ensure that any person who seeks support is not turned away by the grantee on the basis of their membership in a particular group in society as described by the Ontario Human Rights Code. The grantee must sign off certifying that anyone seeking assistance who meets their client criteria is not discriminated against and equally benefits from Foundation funding.

Additional top up for BIPOC-led and Gender Equity Organizations - Of The Foundation's total funding available for top up, a minimum of 10% of this total will be allocated as an additional top-up to BIPOC-led and gender equity only organizations found in the GIVEOakville Guide. Organizations must meet specific criteria to be eligible for this top up. See FAQ section for details.

Enable Education Course - A new online educational program to support local charities working with equity-deserving groups was launched by The Foundation earlier this year. The course provides diversity, equity and inclusion (DEI) training and was co-developed with Enable Education and in collaboration with local community partners. Through the course, participants benefit from the guidance of subject matter experts, champions and knowledge keepers as participants reflect on their own organization's DEI journey.

Our Climate Commitment - In the Fall of 2021, to align with the UN Social Development Goal SDG #11: Sustainable Cities and Communities, The Foundation became a signatory to the Canadian Philanthropy Commitment on Climate Change. Climate change impacts the work that funders are doing to advance other aspects of our communities, like equity, health, poverty alleviation and Indigenous and human rights. As part of the commitment, we as signatories have committed to seven key action-areas and allows us to think about our current range of activities as part of a comprehensive plan: education and learning; commitment of resources; integration; endowments and assets; operations; influence and advocacy and transparency. Through GIVEOakville, The Foundation can learn what is happening in our local charitable sector's journey to address climate change.

WHAT YOU NEED TO KNOW ABOUT GIVE

- Only Halton based registered charities who directly support and serve Oakville or its residents will be accepted.
- Charities are encouraged to apply for operational funding to support all of the important and impactful work you provide in our community.
- You may be asked to adhere to any diversity, equity and inclusion initiatives identified by The Foundation including partaking in the Enable Education Course if your organization has not already done so.

ELIGIBILITY CRITERIA:

- Applicants must be qualified donees as defined under the Income Tax Act and registered and in good standing with Canada Revenue Agency.
- Applicants must be Halton based charitable organizations who directly support and serve Oakville or its residents.
- Applicants must confirm adherence to the Human Rights Code (accessible through the application portal).
- Applications should adhere to any diversity, equity and inclusion initiatives identified by The Foundation.
- Applications with Indigenous or Equity-Deserving Community content, focus or impact must adhere to the granting policy directions set out below.
- Applications may be for operational support in achieving the mission of the charitable organization.

WHAT IS NOT ELIGIBLE:

- Grantmaking organizations and private foundations.
- Charitable organizations outside of Halton even if the activities provide direct support and serve Oakville or its residents.
- Annual fundraising campaigns.
- Research papers or grant applications to other organizations.
- Endowment fund building.
- For sectarian, religious* or political purposes.
- (*faith-based organizations seeking to extend the use of their premises for community-based outreach projects may apply for funds on their behalf – funds will not be granted for programs or equipment for purposes deemed to be the responsibility of the congregation)

PROJECTS WITH INDIGENOUS OR EQUITY-DESERVING COMMUNITY CONTENT, FOCUS OR IMPACT

Projects with Indigenous and equity-deserving communities must be done "with them and not for them". In recognition of self-determination for Indigenous and equity-deserving communities and in the spirit of Reconciliation, applications must be Indigenous or equity-deserving community guided if they have one or more of the following:

- Indigenous or equity-deserving community focus.
- Indigenous or equity-deserving community content (including education of the broader community).
- Impacts or benefits Indigenous or equity-deserving communities.
- Addresses Indigenous or equity-deserving community causes.

Applications without direct Indigenous or equity-deserving community guidance and support will not meet The Foundation's commitment to SDG #10 - Reduced Inequalities. Indigenous and equity-deserving community guidance must be demonstrated in the development of the application. An applicant cannot suggest that they will seek Indigenous guidance or equity-deserving community guidance after the project approval.

A project or program must be guided by the Indigenous or equity-deserving community and should include one or more of the following:
Developed in conjunction with an Indigenous or equity-deserving community with formal protocols;

- For Indigenous community programming - led by knowledge keepers, to ensure culturally relevant programming informed by those with lived experience/or;
- Formally approved and sanctioned by the Indigenous or equity-deserving community it is to benefit.

One of these three conditions must be met to ensure that the project/program benefits are culturally appropriate, acceptable, support self-determination and achieve long term success.

Grant applications which have Indigenous or equity-deserving community content, focus or impact will be reviewed by members of that community with lived-experience for guidance, cultural relevance and acceptability.

GRANT REQUEST AND BUDGET

Grant Request
The Foundation will accept eligible grant requests up to a maximum of $25,000. There is no minimum requirement. Organizations are encouraged to submit a request for general support of your organization's operating costs.

Budget
A budget is required for either a project focused application or if seeking support for operational costs.

Grant Period
Projects must begin no earlier than January 2023 and be completed by December 2023.

Timeline

Applications Open	June 29, 2022 @ 5:00 p.m.
Deadline for Applications	August 26, 2022 @ 5:00 p.m.
Crowd Funding Period	November - December 2022
Grant Distribution to Successful Applicants:	By year-end 2022

FREQUENTLY ASKED QUESTIONS:

My organization is located outside of Oakville, am I still eligible to apply?
Yes, however, your organization must be within Halton Region and you must demonstrate that funding will only be used for activities that directly support and serve Oakville or its residents.

Does my application need to be project-specific?
No. Organizations are encouraged to submit a request for general support of your organization's operating costs.

My organization previously received funding through other Oakville Community Foundation initiatives, am I still eligible to apply?
Yes, if you are a qualified donee in good standing with the CRA.

My organization received funding through other granting programs (e.g. Federal Government programs), am I still eligible to apply?
Yes, if you are a Halton based charity serving Oakville. The focus of this granting program is to assist with the continued recovery of our local charitable sector.

Can my organization submit more than one grant application to GIVEOakville?
No. Only one application per organization will be permitted. If a charity participates in a collaborative grant it will be considered their one and only eligible application.

Do you accept collaborative grant applications?
Yes, collaborative grant applications are welcomed. Non-profit organizations may participate in a collaborative grant, but the lead organization submitting the application must be a CRA approved Halton charity.

What is the GIVEOakville Guide?
The GIVEOakville Guide is a resource The Foundation creates where the successful applicants and their work in the community are showcased in both hard and electronic copy. The electronic version will be accessible via The Foundation's website.

Who can support the organizations listed in the GIVEOakville Guide?
GIVEOakville is open to Foundation Fundholders and the general public as an online crowdfunding platform.

How will The Foundation's top up funding work?
Top up funding from The Foundation is only applied to organizations/projects that have received support through the campaign. No grant will exceed the funding amount requested by your organization.

How will The Foundation's additional top up funding to BIPOC-led and gender equity organizations work?

Of The Foundation's total top-up funding available, a minimum of 10% of this total will be allocated as an additional top-up to only BIPOC-led and gender equity organizations found in the GIVEOakville Guide.

What is a Gender Equity Organization?

Gender equity organizations are those that have demonstrated a long-term commitment to empowering women, girls, Two-Spirit and gender-diverse people through their mission, activities or partnerships.

What is a BIPOC-led organization?

To be recognized as a Black, Indigenous, People of Colour-led organization, two of the following three criteria must be met:

- where a majority of senior staff positions are held by those who self-identify as Black, Indigenous or People of Colour (BIPOC);
- where a majority of board positions are held by those who self-identify as Black, Indigenous or People of Colour;
- where the Founder of the organization identifies as Black, Indigenous or Person of Colour

Why did The Foundation introduce this additional top up funding for these specific equity deserving groups?

In 2019, The Foundation signed on to participate in the Fund for Gender Equality, where we made the commitment to support and invest in women, Two-Spirit and gender-diverse people in our community. The Foundation has been examining its operations, policies and practices to ensure that it meets new expectations to be equitable, anti-racist and an ally and recently released its **Reconciliation, Equity, Anti-Racism Statement**.

To receive GIVEOakville funding, will my organization be required to demonstrate efforts undertaken to address climate change or adaptations to its impacts?

No. However, The Foundation recognizes that if left unaddressed, the impacts of climate change can undo our work to advance equity, health, poverty alleviation, economic prosperity, Indigenous and human rights, especially those who will be disproportionately affected – and all issues and communities on which we hope to have a positive impact in our philanthropic work.

What does Projects with Indigenous and equity-deserving communities must be done "with them and not for them" mean?

As a Foundation we want to make sure that when a charity grant is made that the recipients can maximize the benefit because it meets their needs. Our objective is to ensure that programs and services are not developed or imposed without the support of the people they are intended for.

Building Community Through Philanthropy.

How will The Foundation adjudicate projects with Indigenous and equity-deserving communities?

The Foundation has prioritized SDG 10 - Reduced Inequalities and made it a Business Plan priority to reduce inequities in our operations and our community. We have committed that in any adjudicated award, the reviewers will include members of that same community. "Nothing about us without us" is central to our view to ensure that there is representation in our funding decisions.

What is the Enable Education program?

The Enable Education program is a 60-90 minute free, on-line course consisting of four modules which support the development of an inclusive mindset, proposing actionable steps to work towards truth and reconciliation, equity, and anti-racism in your charitable organization. Staff, board members and volunteers are invited to take part.

I would like my organization to participate in the Enable Education program, who can I contact?

If you have questions about the Enable Education program, contact **deieducation@theocf.org**.

How do I submit my application?

All applications must be filled out and any required attachments uploaded through the online portal. The link to this portal will be provided on June 29, 5:00 pm. The application will not be submitted if the required fields are not completed.

What happens once my application is submitted?

Once an application is submitted, The Foundation will undertake its due diligence to ensure that it meets the necessary eligibility requirements.

How will I know if my application is eligible for potential funding?

Applicants will receive an "accept" or "reject" letter via email before your grant request is included in the GIVEOakville Guide for viewing and funding.

How will I know if my organization will receive funding?

Throughout the GIVEOakville campaign, the funds raised will be visible in live time on The Foundation's website.

How will my organization receive the GIVEOakville grant if successful?

The Foundation has moved to distributing grants via electronic funds transfer (EFT) as long as all the necessary financial information has been provided.

I am applying for the first time to GIVEOakville, how do I register?

Once in the portal, click on "Create New Account" to complete the registration process and create your login. Be sure to keep this login information for your organization's records as you will need it for the future.

Our Organization applied to GIVEOakville last year, what do I need to do?
Once your charity is registered, it will remain in the system forever. If you have already registered, but have forgotten your password, you can click "Forgot Your Password" and follow the instructions.

What else should I know about the portal?
The login will always be an email address so it is best to make it a general organization mailbox address. The password is unique to the organization as well, so The Foundation will not be privy to what you choose. NOTE: Individuals are not able to create accounts for organizations that are already registered in the system. If you are new to your organization and have never accessed the application portal, contact Michelle Collins, Fundholder and Community Engagement Administrator at **michelle@theocf.org** to be added as a user.

I have more questions about the portal, who can I contact?
If you have a question about logging onto the portal or any other technical questions about the online process, contact Michelle Collins, Fundholder and Community Engagement Administrator at **michelle@theocf.org**.

I am having trouble uploading photos, my organization's logo and/or video through the portal, who can I contact?
Any questions related to photos, logos and or video can be directed to **communications@theocf.org**.

I have more questions about the granting process, who can I contact?
If you have questions about the granting process, contact **grants@theocf.org**.