

2020-2022 Safer and Vital Communities Grant
Application Guidelines – COMMUNITY-BASED ORGANIZATIONS

The theme for the 2020-2022 SVC Grant is “Preventing Hate Motivated Crime through Community Collaboration”.

NOTE: These application guidelines are intended for **community-based, not-for-profit incorporated organizations** only. *If you are an urban or rural Indigenous organization or First Nation Band Council, please refer to the “Urban and Rural Indigenous Organizations and First Nation Communities Application Guidelines”.*

Please review the following guidelines carefully and ensure you answer each component of every question. The guidelines specify important information about each question and they must be followed when completing your application.

Please note that all applicants must be proposing a project that is new or that has a new component.

Your completed application form (excluding the budget sheets and the required documentation) must not exceed 10 pages. Additional pages will **not** be reviewed. Further, your response for each of the following questions must not exceed one page. The answer box will not prevent you from typing more than one page, but please be advised that anything beyond the one page limit (i.e., anything that is cut off when you print the application form, or anything that is cut off unless you click into the answer box) will **not** be reviewed. Also, please do not include any attachments or website addresses as part of your response. They will **not** be reviewed.

Demonstrated Need (3 Points)

1. How did you determine that there is a need for the proposed project in your community?
 - ✓ Provide current and reliable statistics and evidence to demonstrate the existence of hate motivated crimes in your community, or how your community is at-risk of being targeted by hate motivated crimes. Statistics/evidence may originate from Juristat Canada, local police, schools, etc. or through local findings (e.g., community consultations, conducting a gap analysis).
 - ✓ Identify factors limiting your organization’s ability to deal effectively with hate motivated crimes. Explain why funding is beyond your organization’s current capability.

Activities (6 points)

2. Provide a comprehensive outline of the activities that will be implemented as part of the project. Explain who will benefit from these activities and how.

- ✓ Describe in detail all the activities (including recruitment/referral process, if applicable) that you will implement during this project.
- ✓ Indicate the types of group(s) and/or individuals (i.e., your target group) who will benefit from your project. Explain how.

New Project/Elements (2 Points)

3. Is this a new project? Please explain.

- ✓ If yes, provide details on how this project is different from other projects undertaken by your organization.
- ✓ If no, provide details on how the proposed project differs from the existing project (e.g., new component, new target group, protective factors)

Note: Simply delivering an existing project in a different area and/or partnering with a different organization will not be considered for funding.

Organizational Readiness and Knowledge (2 Points)

4. Describe your experience and/or capacity to effectively deliver the project.

- ✓ Explain what expertise your organization has in addressing hate motivated crime and working with the identified target group.

Partnerships (4 Points)

5. In the following table, describe your project partners. Please note that applicants are required to partner with their local police service and are also encouraged to partner with at least one organization in a sector different from their own.

- ✓ Indicate the name of the partnering organization.
- ✓ Indicate the sector to which the partnering organization belongs to. Sectors may include, but not limited to the following: education, health/mental health, social services, housing, justice, children services, private sector and local government.
- ✓ Outline each partner's role in carrying out the project, including what activities they will implement (e.g., providing referrals, assisting in organizing community events).
- ✓ Explain the value that each partnership brings to the project (e.g., expertise, resources) and how each partner will enhance the ability to carry out the project (e.g., why they are best placed to fulfill their specified role and address hate motivated crime).
- ✓ Note: Preference may be given to applications that include strong multi-sectoral partnerships.

Project Outcomes and Performance Measurement (6 Points)

6. In the following table, indicate 1) expected outcomes that will result from your project 2) performance indicators that will be measured to assess achievement of outcomes 3) data collection method for those indicators 4) baseline data for those indicators and 5) target for those indicators. Ensure that outcomes and performance measures reflect input from all partners.

- ✓ Describe the expected outcomes that will result from your project.
- ✓ Identify performance indicators to demonstrate that outcomes have been achieved.
- ✓ Indicate the baseline data from which you will be able to assess change. If baseline data is not available, describe how you and/or your project partner(s) will collect the data.
- ✓ Indicate your target for the performance indicators.
- ✓ Describe which partner(s) will report on each indicator and how will the data be collected (e.g., interviews, surveys, focus groups)
- ✓ Ensure that the mandatory requirement below is included as part of your application submission.

MANDATORY REQUIREMENT (PROVINCIAL OUTCOME):

In addition to your locally identified outcomes, all successful recipients will be required to report on the following provincial outcome and a minimum of one of the associated indicators listed below. It is highly encouraged, where possible, to report on more than one of the associated indicators. Please ensure you build this into your proposal.

- **Outcome: Increase Community Safety and Inclusiveness**
- **Associated Indicators:**
 - Increase in the number of partnerships between government agencies, vulnerable communities and/or policing services as a result of the initiative.
 - Where possible, please provide data by type of partnership e.g., government agencies, policing services, or vulnerable communities.
 - Increase in the percentage of education and/or training opportunities provided to address and prevent hate motivated crime.
 - Where possible, please provide data by type of education or training, as well as by targeted groups (e.g., students, workplaces, etc.,).
 - Increase in the number of supports for victims of hate motivated crime.
 - Where possible, please provide data by types of supports for victims of hate motivated crime.
 - Percentage increase in the uptake of services offered to community members and victims of hate motivated crime.
 - It is anticipated that an increase in the uptake of services offered to community members and victims of hate motivated crime will result in a

decrease in the rate of revictimization. Where possible, please track this information and report on results.

- Increase in community members' feeling of safety as a result of the initiative
 - Where security infrastructure is an element of a project, community members will likely experience an increased feeling of safety. Please track this information and report on results.
- **Tips for developing local outcomes:**
 - ✓ An **expected outcome** is the positive impact or change your activities are expected to make in your community.
 - ✓ A **performance indicator** is an observable, measurable piece of information about a particular outcome, which shows to what extent the outcome has been achieved. **Quantitative indicators** are numeric or statistical measures that are often expressed in terms of unit of analysis (e.g., number of, frequency of, percentage of, ratio of, variance with, etc.). **Qualitative indicators** are judgment or perception measure (e.g., the level of satisfaction reported by program participants and verbal or written feedback).
 - ✓ **Baseline data** is information captured initially to establish the starting point against which to measure the achievement of outcomes.
 - ✓ **A target** is the planned result to be achieved within a particular time frame. Along with the baseline, this provides an anchor against which current performance results can be compared.

Budget (3 Points)

7. Using the budget sheets provided, clearly itemize all expenditures associated with the project. In the space below, describe the need/use for each budget item that requires Ministry funding.
 - ✓ Clearly explain the need/use of each budget item that requires Ministry funding, ensuring budget items align with the design and delivery of this specific project.
 - ✓ Should you request Ministry funding for personnel, a brief description of the duties and responsibilities for the position is required.
 - ✓ Refer to Application Instructions for details on allowable budget items.