



**2019 COMMUNITY SOCIAL REINVESTMENT PROGRAM (CSRP)
APPLICATION INFORMATION**

Purpose:

The purpose of the Community Social Reinvestment Program (CSRP) is to provide financial support to initiatives in the District of Thunder Bay which help to reduce the depth and breadth of child poverty, promote attachment to the labour market, or reduce the overlap and duplication of Government programs.

Priorities:

For 2019, The District of Thunder Bay Social Services Administration Board (TBDSSAB) has approved the following priorities for funding under this program:

1. Food security programs,
2. Shelter security/homelessness prevention,
3. School readiness and support,
4. Developmental and recreational programs,
5. Employment supports for parents,
6. Community capacity-building.

Eligibility:

To be eligible to receive funding under this program, applicants must meet the following basic criteria:

1. Funding must be used for new, enhanced, or continued programs/services/benefits, and cannot be used to replace current spending;
2. Applicant must be an incorporated non-profit organization, or a non-incorporated collective operating on a non-profit basis;
3. Applicant must have a clearly-stated purpose and function, and be fully responsible for the planning and provision of its services;
4. Applicant must be operating from a location in the District of Thunder Bay, and carrying out programs in its community for the benefit of the people residing in that community;
5. Applicant must comply with all applicable statutes and legislation, including the Ontario Human Rights Code;
6. The governing structure of the organization is appropriate for the work being proposed;
7. Applicant must demonstrate the need for the requested funding and provide evidence that, where appropriate, funds are confirmed/projected from a variety of other sources (donations, user fees, other government sources);
8. Applicant must provide proof of sufficient insurance covering its organization and/or facility related to the proposal; TBDSSAB must be named as "Additional Insured" on the Policy;
9. Completion of the TBDSSAB-Initiated Agreement: Accountable Advances' Review is also required, and must accompany the application.

CLIENT SERVICES DIVISION

231 May Street South, Thunder Bay, ON P7E 1B5

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Eligible Expenses:

All expenses necessary to deliver the proposed initiative may be considered, including:

- Employee compensation,
- Rent, insurance, utilities, maintenance,
- Program and office equipment/supplies required for the ongoing operation of the initiative,
- Marketing,
- Legal fees.

NOTE: Major capital expenditures are **not** eligible for funding.

Evaluation:

The following questions will guide the evaluation of applications:

1. Does the proposal meet basic eligibility requirements?
2. Is there a demonstrated need in the community for the proposal, supported by objective evidence? Is there alignment with community priorities identified in stakeholder reports?
3. Does the project duplicate existing services in the same community, or replace services that have been discontinued due to provincial/federal cutbacks?
4. Does the proposal appear to address at least one of the following objectives?
 - a) Helping to prevent and reduce the depth of child poverty;
 - b) Promoting attachment to the labour market;
 - c) Reducing the overlap and duplication of government programs;
5. Has the organization demonstrated a successful history of running programs/projects?
6. Are there systems and a structure in place to achieve the expected result(s)?
7. Is the organization subject to an appropriate level of financial review?
8. Does the organization have an active, independent Board and an appropriate volunteer base, or does it have a governance structure appropriate for the service that is being delivered?
9. Does the proposal involve partnerships and co-operative efforts?
10. Has the organization met the terms and conditions of previous agreements with TBDSSAB?
11. Are there other, more appropriate, funding options readily available?
12. Does the organization have a plan to make the initiative self-sustaining?

NOTE: Meeting the above-mentioned criteria does not guarantee approval of your submission. All decisions are subject to the availability of funding, and TBDSSAB Board approval.



Deadline:

Application must be submitted on, or before, **Friday, OCTOBER 12, 2018.**

Submission Information:

Applicants must use the TBDSSAB CSRP application form available at www.tbdssab.ca.

Please submit completed applications and supporting documentation to:

- The District of Thunder Bay Social Services Administration Board
Community Social Reinvestment Program
231 May Street South
Thunder Bay, ON P7E 1B5
 - **Fax:** 807.345.7921
 - **E-Mail:** diana.hennel@tbdssab.ca
- **Supporting Documentation required at time of application submission:**
 1. 2019 CSRP Application form, completed, signed and dated;
 2. TBDSSAB-Initiated Agreement: 2019 Accountable Advances' Review form, completed, signed and dated:
 - Not-for-Profit and charitable organizations with an annual operating budget of less than \$50,000 may request permission for exemption from some of the eligibility requirements outlined in the TBDSSAB-Initiated Agreement: 2019 Accountable Advances' Review form. Insurance coverage and fire inspection of premises (if applicable), however, are mandatory, and not eligible for exemption. To request an exemption, select the "requesting exemption" option on the TBDSSAB-Initiated Agreement: 2019 Accountable Advances' Review form, complete the organization/program information, sign, date, and forward this form to TBDSSAB, along with your completed Application;
 3. Fire Inspection of Premises, if applicable; and,
 4. Current Certificate of Insurance, naming TBDSSAB as "Additional Insured".