



## VICTORIA FOUNDATION

CONNECTING PEOPLE  
WHO CARE WITH CAUSES  
THAT MATTER®

# Community Grant Eligibility Quiz

### Introduction

The Victoria Foundation welcomes applications from local charities, registered with the Canada Revenue Agency, for grants from our discretionary funds. All grant applications must comply with our **Guidelines for Grant Seekers**, posted on our website and reviewed annually by the Community Engagement Committee of the Board of Directors of the Victoria Foundation.

#### Application Deadline:

All eligible organizations that have taken the following 3 step quiz successfully must call the Director of Community Initiatives and Grants before **June 22, 2012** to discuss their project with Victoria Foundation staff.  
**The deadline for written applications is 4:00pm on July 6, 2012.**

### Step 1: Is Your Organization Eligible for Funding?

Before you spend valuable time in completing your application, first ask yourself the following questions to see if your organization qualifies for a Community Grant:

Have you:

- read the guidelines for grant seekers?
- ensured all final reports are complete on past grants from the Victoria Foundation?
- checked that your organization is in good standing as a federally registered charity with Canada Revenue Agency?
- located your charitable organization in the [County of Victoria](#) (ONE exception is for Goodwill Perpetual Trust Fund projects providing employment or education for adults with developmental disabilities who are located on Vancouver Island or in Powell River)?

**If you have answered YES to all the above questions, your Organization is eligible for consideration for discretionary funding. Continue on to page 2 – Is Your Project Eligible for Funding?**

**Please continue to Step 2**



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### Step 2: Project Eligibility

Now think of your project. The following areas will be ***ineligible***. Ask yourself: Is the project aimed at any of the following?

- general fundraising campaign contributions
- capital campaigns for monuments or ***new*** buildings
- deficit reduction
- retroactive funding
- religious or sectarian organizations (except where they represent non-denominational community and social support services)
- political advocacy
- sports teams or club sponsorships
- multi-year funding, although an organization can apply in subsequent years for the same project
- curricula for schools or universities
- fees for professional performers, guest artists
- sponsorships
- projects that have a budget with expectations of the Victoria Foundation to be the sole project funder
- support paid directly to individuals or for their travel. *Note the following*

*Exceptions to this rule:* Lex Reynolds Adoption and Permanency Trust Fund,  
Irving K. Barber BC Scholarship Society and the Youth Education Assistance Fund (YEAF).

**Note: Your project timeline cannot start before December 1, 2012 since the granting slate won't be approved by the Board of Directors until the end of November, 2012.**

**If you have answered *NO* to all the above questions, your Project may be eligible for consideration for discretionary funding. Continue on to page 3 – The Strength of Your Project**

**Please continue to Step 3**



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### Step 3: The Victoria Foundation is interested in projects that show these strengths.

Before preparing your application, please use this final checklist of criteria to assess your project idea. The Victoria Foundation will assess your organization against these criteria, among others, such as: geographic distribution of the grants, history of grant reports, target populations and evidence of need.

The Community Engagement Committee uses criteria to assess the grants, such as how the project:

- fits the mission and mandate of your organization?
- has some history of success?
- directly impacts a significant number of people or significant environmental area?
- shows a direct link to a [Victoria's Vital Signs®](#) priority area?
- has qualified staff expertise suited to the project and volunteers involved?
- adds value to initiatives already in place or addresses a gap in services?
- has an evaluation plan/strong data gathering methods for showing outputs or outcomes?
- disseminates outcomes to reach other audiences beyond your own organization?
- shows other funding sources besides the Victoria Foundation potential grant?
- shows value for money overall?

### Final Step:

If you can show compelling positive answers to all the above, please call Marg Rose, Director of Community Initiatives & Grants, at 250-381-5532 to discuss your project and request a **Grant Application form by June 22**. She may have further ideas to enhance your project partnerships, to build on other community initiatives or provide a referral to a pro bono consultant.

Deadline for applications is 4:00pm on July 6, 2012.