PROJECT PERIOD 2022 - 2024

APPLICATION GUIDELINE

Deadline to apply:

Wednesday, February 8, 2023 at 11:59pm PST

Community Sport for All Initiative (CSAI) grants are made possible by generous funding from the Government of Canada.

ABOUT THE GRANT

The Community Sport for All Initiative (CSAI) grant, through the generous funding from the Government of Canada, seeks to remove barriers and increase sport participation rates for underrepresented groups. Its key objective is to support community sport initiatives for equity-deserving groups, in particular, Black, Indigenous, racialized, 2SLGBTQQIA+, low income and newcomers to increase participation and retention in sport.

Kenyan Canadian Association (KCA) received Community Sport for All Initiative grant from the Government of Canada for disbursement to grassroot sport organizations and clubs serving underrepresented groups in the middle and long-distance running. This fund will mainly support black-led and black-serving sports organizations, including incorporated non-profit organizations and registered charities across Canada.

APPLICATION STREAMS

The funding has two application streams.

1. Event management

This stream entails funding to organizations on project planning and implementation for race events including 5K, 10k, Half Marathon, Marathon and Cross-Country. Eligible organizations can apply for funding **between $10,000 and $30,000 Canadian Dollars (CAD)** in this stream

2. Club support

This stream entails clubs support for operational expenses like domain & email, website, running shoes & kits, training shoes & kits etc. Eligible organizations can apply for funding upto a **maximum of $7,500 Canadian Dollars (CAD)** in this stream

ELIGIBILITY & FUNDING CRITERIA

What is being funded:

- Project proposals from charities and non-profits in Canada.
- The proposals must be submitted only during application period.
- We will not accept unsolicited proposals outside of the application period.

What is NOT being funded:

- Individuals
- Profit-based organizations
- Projects outside of Canada
- Projects not solely or primarily focused on community sport initiatives for equity-deserving groups, in particular, Black, Indigenous, racialized, 2SLGBTQQIA+, low income and newcomers
- Conferences, films or videos
- Organizational overhead (including rent, utilities, salaries and capital expenditures such as furniture or computers)
- Research

APPLICATION PROCESS & TIMING

Application Deadline

The deadline to submit applications is Wednesday, February 8, 2023 at 11:59pm PST.

Grant Review Committee

Kenyan Canadian Association will engage a Grant Review Committee composed of a team of volunteers with professional background and experience in sports, events and project management to review the grant proposals.

Committee recommendations will be informed by the strength of the application, i.e., the extent to which the application aligns with the Community Sport for All Initiative objectives and regional distribution.

The Committee will make recommendations to the Sports & Recreation Program about which organizations to fund. The Sports & Recreation Program will give final approval to all grants awarded.

Application Review Timeline

Activity	Deadline
Receive all Grant Proposals	February 8, 2023 (11:59pm PST)
Applications Review & Shortlisting	February 9 – 24, 2023
Committee meeting for final selections	March 3, 2023
Program Approval	March 10, 2023
Applicants notified (acceptance/declines)	March 17, 2023
Grants Awarded / Disbursed	March 24, 2023

<u>Successful Applicants</u>

Successful applicants must enter into a grant agreement with Kenyan Canadian Association. The agreement must be signed on behalf of the applicant(s) by the individual(s) who is/are an authorized member(s) or officer(s) of the organization as indicated in the application.

Successful applicants must have a bank account in the organization's name to receive grant funding and submit a direct deposit form, completed, signed and authorized by their bank.

GRANT APPLICATION FORM

To be considered for the grant, please complete the application ONLINE here:

<u>www.kcacanada.org/grants/apply.php</u>

Please be ready to provide the following information as part of your grant application form:

- ✓ **Evidence of Organizational Status**

    The requirements for providing evidence of organization status vary depending on the type of organization that is applying:

    Registered Charity

    If the applicant organization is a Registered Charity, the following documents are required to be submitted as part of the application:

    - An electronic copy of the Registered Charity's Detail page, also known as the T3010 document, on the Canada Revenue Agency website page must list office address for the organization. Please visit https://apps.cra-arc.gc.ca/ebci/hacc/srch/pub/dsplyBscSrch?request_locale=en

If the Registered Charity is incorporated, a Corporation Profile Report or Corporation Information page is also required. The Corporation Profile Report must also list office address for the organization.

- If your Registered Charity is Federally Incorporated, please visit https://ised-isde.canada.ca/cc/lgcy/fdrlCrpSrch.html
- If your Registered Charity is incorporated in the province, please refer your province business directory.

Incorporated Non-Profit Organization

If the applicant organization is an Incorporated Non-Profit Organization, the following document is required to be submitted as part of the application:

A Corporation Information Page or Corporation Profile Report must list office address for the organization.

- If your organization is Federally Incorporated, please visit https://ised-isde.canada.ca/cc/lgcy/fdrlCrpSrch.html
- If your organization is incorporated in the province, please refer your province business directory.
✓ **Organizational Information**, including organization name, contact information, mission, and contact person.
✓ **Proposal Information**, including the need for the proposed work, description and purpose of the activities and supports and the geographic area(s) and communities/demographics served.
✓ **Project Budget** with detailed expenses.
    - Download the Project Budget Template from *www.kcacanada.org/grants/Project_Budget_Template_CSAI.xlsx*
    - Complete the worksheet and email it to grants@kcacanada.org as a required part of your application.
    - The funding can only be spent on eligible expenses.
    - This grant provides project-based funding.
    - Retrospective expenses from November 2022 are eligible.

- Organizational overhead (including rent, utilities, salaries and capital expenditures such as furniture or computers) etc.) are considered ineligible expenses.
- ✓ **Supporting document** for the charity or non-profit incorporation

GRANT ENQUIRIES

Need translation in French or **have questions** about the Community Sport for All Initiative Grant? Email us at grants@kcacanada.org.

Please visit our website at **https://www.kcacanada.org/index.php/grant**