



Alexandra Park 2024 Revitalization Grant

This package includes all the necessary information required on how to apply for the Alexandra Park Revitalization Grant Program.



Table of Contents

Alexandra Park Revitalization Grant Program Guidelines

Contents

Objectives	3
Eligibility Criteria	3
Application Process	4
Submission Deadlines	5
Eligible Expenses.....	5
Ineligible Expenses	6
Grant Program Application.....	7

Objectives

Toronto Community Housing and Tridel are committed to supporting initiatives that advance community building and connections amongst residents. The Alexandra Park Revitalization Grant Program provides financial and/or in-kind resources to resident groups and/or local non-profit organizations to implement initiatives that align with Alexandra Park Social Development Plan. The priorities of the Social Development Plan are safety, social cohesion, community heritage, accessible programs and services, resident engagement, and Community Economic Development (CED).

The Revitalization Grant is part of TCHC and Tridel's Phase 2 CED program's suite of programming and funding support for Alexandra Park residents.

Eligibility Criteria

All residents residing in Atkinson Cooperative Housing, 20 Vanauley and 91 Augusta can apply by completing the included application. Applicants can request up to \$2,000 for projects and initiatives that will respond to one or more of the six priorities of the Alexandra Park Social Development Plan.

The Alexandra Park Revitalization Grant Program will distribute a maximum of \$15,000 over two intake periods in 2024: summer (\$7,500) and fall (\$7,500).

Application Process

Step one: Email Jade Shulist at jade.shulist@torontohousing.ca for an application and virtual meeting link for the Revitalization Grant info session held on Tuesday June 4, 2024, from 6:30 to 7:30 p.m. You may also pick up a physical copy of the application at the Alexandra Park Community Centre.

Step two: Complete the application form and email Jade Shulist or request pick-up at the Alexandra Park Community Centre. If you need assistance with the application, please contact Jade Shulist at jade.shulist@torontohousing.ca or **437-922-3303**.

Applications must be received by the deadlines listed for each intake period.

Step three: Toronto Community Housing (TCHC) staff will review your application form. Staff will reach out to you if there are any questions about the application. Applications that charge Alexandra Park residents a fee for participation will be rejected. TCHC and/or the Alexandra Park Community Centre reserve the right to reject applications that are not consistent with the Ontario Human Rights Code and/or compromise the safety of residents and community members and/or in cases where the initiative cannot be insured by the Alexandra Park Community Centre.

Step four: It is highly recommended that all applicants present their application to the Alexandra Park Working Group for review and approval. TCHC staff will contact you with a time and date to present your application; note that Working Group meetings are held the first Thursday of the month, beginning at 6:30 p.m. Applicants will be given up to five minutes to present to the Alexandra Park Working Group. Applicants will receive an update on the status of the application within one week of the meeting.

Processing applications and report back

Step six: The Alexandra Park Working Group makes all approval, rejection and/or modification decisions. For unsuccessful applications, TCHC staff will make suggestions on how to strengthen their application for future rounds. All applications that were not approved can be resubmitted in future funding rounds.

Step seven: All approved applicants will be required to attend an orientation meeting where they will sign a grant agreement.

Step eight: At the end of your project, you will be required to submit a project evaluation form and reconcile all funds used and/or return remaining funds to the Alexandra Park Community Centre. Please note: all remaining equipment and supplies purchased through the grant program will be returned to the Alexandra Park Community Centre upon completion of the project.

Submission Deadlines

Applications for the Alexandra Park Revitalization Grant Program are reviewed by the Alexandra Park Working Group two times a year. Applications must be submitted by 5 p.m. the day of the listed deadline. Applications can be emailed to Jade.Shulist@torontohousing.ca or delivered to the Alexandra Park Community Centre at 105 Grange Court to the attention of Jade Shulist.

- For July review, applications must be submitted by June 28, 2024.
- For October review, applications must be submitted by September 27, 2024.

Intake	Period in which project/initiative must start	Amount available for all approved initiatives
Summer (applications reviewed in July)	Monday, July 15 to Friday, September 27	\$7,500.00
Fall (applications reviewed in October)	Monday, October 14 to Tuesday, December 31	\$7,500.00

Eligible Expenses

Residents of Alexandra Park may apply for up to \$2,000 through the Alexandra Park Revitalization Grant Program. It is strongly encouraged that applicants apply only for the resources needed to complete their initiative.

Eligible expenses – what you can use the funding for:

- Permit for your event/activity.
- Liability insurance for your event /activity.
- Advertising and promotion (e.g. flyers, printing).
- Honoraria for volunteers (e.g. entertainment, child-minding).
- Dedicated space rental or permit fees for event/activity space.
- Reasonable local travel expenses: Toronto Transit Commission (TTC) tokens, or taxi chits/receipts, or mileage reimbursement.
- Project materials and supplies (e.g. activity/event supplies, etc.).
- Food for participants at event/activity.
- Volunteer expenses (e.g. food).

- Purchase of media equipment (computers, laptops, or software), art supplies and sports equipment for the event/activity. Please note that the purchased items will belong to the Alexandra Park Community Centre so that they can be accessible to members of the public for other uses. If you need to keep the purchased items, please provide an explanation in your application.
- Other expenses on a case-by-case basis.

Ineligible Expenses

Ineligible expenses – what you can't use the funding for:

- Alcohol and/or marijuana.
- Fundraising activities/events, donations to charitable causes.
- Salaries and hourly wages and income-generating activities for staff, group members and/or mentors.
- TTC monthly passes.
- Travel outside of the City of Toronto on a case-by-case basis.
- Activities related to religious and/or political purposes.
- Businesses.
- Anything not listed in your submitted budget.

TCHC reserves the right to reject any expenses that do not align with the Alexandra Park Revitalization Grant Program and/or the Ontario Human Rights Code, and/or compromise the safety of residents and community members, and/or in cases where the initiative cannot be insured by the Alexandra Park Community Centre.

Grant Program Application

Alexandra Park Revitalization Grant Program Application

Please note: You must complete all sections of the application to be considered for funding through the Alexandra Park Revitalization Grant Program.

Funding Application Form:

1. Applicant Information

<input type="checkbox"/> Resident	<input type="checkbox"/> Resident Group
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Applicant Name	
Date	
Address	
Email	
Phone	
If applicable, name(s) of group members	

2. Community Support

Please include five residents that you have engaged with about this project and who are supportive of this application.

Name	Address

3. Project Details

Project name:	
<p>Overview of project (attach another sheet if more space is needed): <i>Describe the project and what you are trying to achieve.</i> <i>Provide a few sentences that detail what this initiative will entail.</i></p>	

Date of Initiative	
Start time	
End time	
Will this initiative be recurring?	<input type="checkbox"/> Yes <input type="checkbox"/> No
<u>If recurring</u> , how often will it take place?	<input type="checkbox"/> Weekly <input type="checkbox"/> Bi-Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Other: _____
<u>If recurring</u> , when will the project end?	

Please select your target population.

<input type="checkbox"/> Children	<input type="checkbox"/> Seniors
<input type="checkbox"/> Youth	<input type="checkbox"/> Adults
<input type="checkbox"/> Families	<input type="checkbox"/> Community

How many residents do you expect to participate?

<input type="checkbox"/> Less than 5	<input type="checkbox"/> 10 to 30
<input type="checkbox"/> 5 to 10	<input type="checkbox"/> More than 30

Where will the initiative take place?
What do you hope this initiative will accomplish?
What are the expected results and/or community benefits? Who will benefit from this initiative?

4. Are there any partners involved? Please indicate their role(s) below.

Yes No

Partner	Role (e.g. in-kind donations, books, school supplies, monetary donation, staffing resources)

5. How does this initiative connect to the priorities of the Social Development Plan in Alexandra Park? (Check all that apply)

<input type="checkbox"/> Community Economic Development: Funded initiatives will enhance opportunities for residents through employment, training, scholarships, or business development.
<input type="checkbox"/> Safety: Funded initiatives will support and promote community safety and respond to emerging safety concerns.
<input type="checkbox"/> Community heritage: Funded initiatives will provide opportunities to celebrate the history and culture of Alexandra Park.
<input type="checkbox"/> Accessible programs and services: Funded initiatives will provide accessible programs and services, create opportunities to develop new skills, and respond to community needs.
<input type="checkbox"/> Social cohesion and neighbourhood integration: Funded initiatives will create opportunities for residents to build relationships with one another, and foster an environment where residents are connected in equitable ways.
<input type="checkbox"/> Resident engagement: Funded initiatives will encourage resident engagement and leadership.

6. Project cost: Please note you must submit all project-related receipts.

Total anticipated cost of entire project/initiative:	\$ _____
Financial:	\$ _____
In-kind:	\$ _____
Date resources are needed:	

Please provide an estimated cost breakdown:

Total requested financial support from the Alexandria Park Revitalization Grant Program:	\$ _____
Food (<i>cost per person</i>) x (<i>number of people</i>):	\$ _____ x _____ = _____
Marketing:	\$ _____
Entertainment:	\$ _____
Supplies:	\$ _____
Space:	\$ _____
Equipment:	\$ _____
Decorations:	\$ _____
Facilitator Fees:	\$ _____
Honorariums:	\$ _____
Other (<i>please explain</i>):	\$ _____

7. How would you evaluate the success of the project? How would you know that the project was successful?

<input type="checkbox"/> Feedback surveys	<input type="checkbox"/> Focus groups
<input type="checkbox"/> Resident interviews/testimonials	<input type="checkbox"/> Sign-in sheets/record of attendance

8. Can TCHC and/or TRIDEL have a presence at the activity?

<input type="checkbox"/> Yes	<input type="checkbox"/> No
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9. If yes, how do you want TCHC and/or TRIDEL to participate?

<input type="checkbox"/> Logo or flyer	<input type="checkbox"/> Speaking opportunity	<input type="checkbox"/> Revitalization presentation
<input type="checkbox"/> Attending event	<input type="checkbox"/> Table at event	<input type="checkbox"/> Other:

10. Declaration: Please check off each box to acknowledge that consideration has been given.

<input type="checkbox"/>	Resources requested will only be used for eligible expenses listed and solely for the purpose of the project. Resources will not be utilized for personal use.
<input type="checkbox"/>	All funds will be reconciled by submitting original itemized sales receipts along with a complete expense report, and any unused funds within 14 days of project completion.
<input type="checkbox"/>	All successful applicants will submit a project evaluation once the project is completed. The evaluation includes highlights and challenges of the project, and how the project has helped to address one or more of the six priorities identified in the Alexandra Park Social Development Plan. A project evaluation form will be provided.
<input type="checkbox"/>	All funded applicants must reconcile funds before seeking further resources.
<input type="checkbox"/>	Funded applicants will not receive further resources if funds are misused or unreconciled.
<input type="checkbox"/>	All sections of the application form are completed.

Applicant signature (if it is a resident group, use primary contact’s signature):

Applicant name (if it is a resident group, use primary contact’s name):

Date: _____

The personal information requested in this form is collected under the authority of s. 28(2) of the *Municipal Freedom of Information and Protection of Privacy Act*. The information will be used for the Alexandra Park Revitalization Grant program process and general administrative purposes. If you have any questions about the collection of this information, please contact the Information Specialist, 931 Yonge Street, Toronto ON, M4W 2H2, **416-981-5500**.