



# Centre Community Funds information package 2024





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# Introduction

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**Hello!**

**If you are reading this, you are someone who has an idea for a project or initiatives to address your community priorities and you are someone who is committed to bringing change to your community.**

This package includes all the information you will need to apply for Centre Community Funds and turn your idea into action.

The Confronting Anti-Black Racism (CABR) Strategy was created following input and extensive consultations from over 700 Tenants and staff in 2020 and 2021. Toronto Community Housing's (TCHC) Board of Directors approved the CABR Strategy, the Centre for Advancing the Interests of Black People ("The Centre") and the CABR Action Plan in 2021.

As part of the CABR Strategy, The Centre is responsible for implementing an eight-point plan that places TCHC's focus on eight major outcomes for both tenants and staff:

1. Decent and fair housing
2. Meaningful economic investment
3. Healthy children, youth and families
4. Access to culturally responsive health and mental health services
5. Community-centered safety
6. Divesting from police culture
7. Uplifting social support networks
8. Addressing anti-Black racism and cultural redress

Engagement with Black tenants, tenant groups and communities is essential to the success of the eight-point plan. The Centre aims to make sure tenants can access resources to forward the objectives of the CABR Strategy. In collaboration with the Centre and the Tenant Action Fund Tables, we will distribute Centre Community Funds to tenants or tenant groups.

Members of The Centre team and representatives from Tenant Action Fund Tables will review and approve requests by tenants and tenant groups to fund projects and initiatives that will respond to the eight-point plan.



# Frequently asked questions

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## **What are Centre Community Funds?**

The Centre Community Funds are resources available to tenants and tenant groups to fund projects and initiatives that respond to the CABR Strategy's eight-point plan.

## **Who approves Centre Community Funds applications?**

Members of The Centre team and the Tenant Action Fund Tables will review and approve requests by tenants and tenant groups to fund projects and initiatives that will respond to the CABR Strategy's eight-point plan.

## **How can I learn more about the eight-point plan?**

To learn more about the CABR Strategy's eight-point plan, you can download a copy of the CABR Strategy on the TCHC website. Go to [torontohousing.ca/CABR](https://torontohousing.ca/CABR) to download or read the CABR Strategy.

## **Who can apply for tenant actions funds?**

All TCHC tenants can request resources for projects and initiatives to respond to the CABR Strategy's eight-point plan. Representatives from the Tenant Action Fund Tables cannot participate in the assessment of applications from their own building or townhouses. Any tenant found to be misappropriating funds will be ineligible to apply for future resources.

## **What is the maximum amount a project or initiative can receive through the Centre Community Funds?**

A maximum of \$5,000 can be allocated towards a project or initiative.

## **What is the submission deadline for 2024?**

Completed Centre Community Funds forms are due on **Monday, October 21, 2024.**

## **Is there a deadline to use the Centre Community Funds?**

All projects for the 2024 Community Centre Funds must be completed by March 2025.

## **Where can I get an application form?**

- Download the PDF version or access the online application form at [torontohousing.ca/CCF](https://torontohousing.ca/CCF)
- Email [TheCentre.EducationAdvocacy@torontohousing.ca](mailto:TheCentre.EducationAdvocacy@torontohousing.ca) to

# Process overview

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## Application submission

Step	Description
1	Connect with the Centre team to discuss your idea or initiative. You can email the team at <a href="mailto:TheCentre.EducationAdvocacy@torontohousing.ca">TheCentre.EducationAdvocacy@torontohousing.ca</a> .
2	Complete the application form. If you need help completing the form, contact The Centre team or call the Client Care Centre at <b>416-981-5500</b> .
3	Submit application form to The Centre team at <a href="mailto:TheCentre.EducationAdvocacy@torontohousing.ca">TheCentre.EducationAdvocacy@torontohousing.ca</a> .

## Review and decision

Step	Description
4	The Centre Community Funds group will review your application form. Staff will reach out to you to let you know when your application will be reviewed and let you know if there are any questions about the application or clarifications on the application are required.
5	You will receive a phone call or email with the status of your application within two weeks after the review meeting date. If your application is approved, The Centre will contact you to discuss next steps.



## Processing applications and report back

Step	Description
6	All decisions made by the Centre Community Funds group are final. Feedback for rejected applications will be provided upon request.
7	Upon project completion, all applicants are expected to submit a project completion form and in the circumstance a cheque was issued, an expense report form, original itemized sale receipts and any unused funds.  If you need help, completing your project completion form or reconciling allocated funds, you can contact the Centre team.

Tenants will have the opportunity to apply for expenses through the Centre Community Funds. Go to page 10 (ten) for more information about eligible and ineligible expenses.

# Eligible and ineligible expenses

Tenants will have the opportunity to apply for expenses through the Centre Community Funds. Not sure which items you can apply for? Here is a chart to help guide you.

<b>Eligible expenses</b>	<b>Ineligible expenses</b>
Items you can get with the funding	Items you are unable to get with funding
Volunteer recognition	Personal use
Food for participants and volunteers	Honorariums
Training	Alcohol
Printing	Fundraising activities/events, donations to charitable causes
Materials and supplies	Ongoing projects/programs
Sporting equipment*	Costs to maintain activities beyond the funding term
Media equipment*	Salaries and hourly wages and income-generating activities for staff, group members and/or mentors
Furniture and accessories (indoor and outdoor)*	TTC monthly passes
Recreation and amusement *	Travel outside of the City of Toronto
Art supplies*	Activities related to religious and/or political purposes

<b>Eligible expenses</b>	<b>Ineligible expenses</b>
Items you can get with the funding	Items you are unable to get with funding
Kitchen/ household items*	Items not listed in your submitted budget
Gardening supplies and accessories*	Membership fees
TTC Presto tickets, or mileage reimbursement with details for transportation of materials/equipment to an event site	Conferences
Liability insurance if not covered by corporate insurance	Consultations
Permit for initiative (if applicable)	
Motivational speakers/entertainment	

\*Purchased items will be owned by Toronto Community Housing and will be made accessible to the members of the public for other uses. A plan for storing these items and making them available to tenants is required.


All purchases and programming/activities must comply with public health guidelines and TCHC policies.

# Get in touch

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-  [torontohousing.ca/CABR](https://torontohousing.ca/CABR)
-  416-558-3490
-  @TOhousing
-  @TorontoCommunityHousing
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-  [TheCentre.EducationAdvocacy@torontohousing.ca](mailto:TheCentre.EducationAdvocacy@torontohousing.ca)

 To request this document in an accessible format or for a translated version, please contact [help@torontohousing.ca](mailto:help@torontohousing.ca) or call **416-981-5500**.