

Request for Funding Application

INTRODUCTION

The Children's Foundation is committed to improving the lives of abused, neglected and at-risk children through education, enrichment and prevention. The Program and Services Committee will review applications from community-based organizations to deliver innovative programs that:

- contribute to the prevention of child abuse and neglect among high risk groups;
- mitigate the effects of child abuse and neglect that has already occurred;
- support the mandated activities of The Children's Foundation; and
- do not receive regular government funding.

FUNDING PRIORITIES

The Foundation is interested in funding child abuse prevention projects and programs that address the needs of children and youth who are living with or exposed to abuse/neglect or the potential of abuse/neglect. Although established and validated programs are eligible for funding, the Foundation is particularly interested in funding creative and innovative approaches and activities that generate new and effective strategies to prevent child abuse and neglect. In order to be considered for funding, your request must address one or more of the following funding priorities:

- Addressing the impact of violence on children and youth

Although a broad range of activities will be considered for funding under this priority, there is strong interest in projects and programs that will interrupt the intergenerational cycle of abuse and neglect.

- Enhancing child development

Although a broad range of activities will be considered for funding under this priority, there is strong interest in projects and programs that focus on meeting the developmental needs of high risk children and youth - for example, co-ed adolescent relationship violence prevention programs, learning enrichment and tutoring programs, and social skill development programs for at-risk children.

- Enhancing parenting capacity

Although a broad range of activities will be considered for funding under this priority, there is strong interest in projects and programs that focus on teen parents and enhance parent-child attachment.

ELIGIBLE ORGANIZATIONS

The Highland Shores Children's Aid and community based charitable organizations located in the County of Hastings, Northumberland, and Prince Edward County.

WHAT WE WILL FUND

Funding is available to support a wide range of activities, including direct service and public education.

WHAT WE WON'T FUND

The Foundation will not consider grants to private individuals, for-profit organizations, or government organizations. In addition, funding is not available for mandated child welfare services, activities that fall outside of TCF's mandate or could reasonably be included in an organization's core funding, conferences, endowment funds, raffles, deficit financing, automobiles building funds, activities that have already occurred, or activities that could be deemed discriminatory.

HOW DECISIONS ARE MADE

The following criteria is used to guide the decision-making process:

1. Strong fit with The Children's Foundation Mission Statement and Vision and our Funding Priorities.

The Foundation is interested in funding child abuse prevention projects and programs that address the needs of children and youth who are living with or exposed to abuse/neglect or the potential of abuse/neglect. Creative and innovative approaches and activities that generate new and effective strategies to prevent child abuse and neglect are given a higher priority for funding.

2. Capacity of the applicant

We look for the history and ability to develop and implement the project or program, to manage any grant funds, and to provide resources (financial and/or in-kind resources) to the activity. We also consider your history of partnering and collaboration with the Highland Shores Children's Aid and other organizations.

3. Target Population

We are interested in activities that support and strengthen Children's Aid Society families, marginalized families and at-risk populations. We are particularly interested in supporting activities that promote client ownership and/or leadership.

4. The Activity

We consider the need for your proposed activity, the potential impact of a grant on the issue and in our community, the potential for success and benefit to the community and the level of support for the activity from your references and other people knowledgeable about the issues you are addressing.

5. Evaluation and Dissemination

We look for clearly stated goals (what you hope to accomplish) and determine if they are specific, measurable, attainable, realistic and time limited. We require a realistic and "do-able" evaluation plan, commensurate with the size and scope of the proposed activity that will shed light on what works and what doesn't work. We look for a commitment to share any learning with an appropriate audience.

6. Funding

We consider your need for Foundation funding, your ability to leverage other funds (for example opportunities to co-fund, significant in-kind resources), and how you plan to sustain the activity beyond any Foundation funding. Organizations with their own fundraising foundation or fundraising department are given a low priority for funding.

7. Organization Size

In addition to the Highland Scores Children's Aid, we are primarily interested in funding smaller community based organizations.

REVIEW PROCESS

In order to be considered for funding, please complete application includes the cover sheet, the proposal, the budget and all required attachments (see below).

All proposals are screened, and those that meet the basic eligibility criteria are reviewed in depth by the Programs and Services Committee. A member of the Programs and Services Committee may call your designated contact person to clarify information presented in your proposal and may ask for further information. In addition, Foundation staff and volunteers may call your agency contact person (if you have one), your references and other people that we consider experts on the issues you want to address. The Committee will then meet to discuss all eligible proposals and agree to a slate of grant recommendations. The grant recommendations are presented to the Board of the Quinte Children's Foundation for consideration.

IMPORTANT DATES

October 30th Proposal Deadline

PROPOSALS SHOULD BE SENT TO

The Children's Foundation
363 Dundas Street West
Belleville Ontario K8P 1B3
Or e-mail to:
tcf@highlandshorescas.com

ATTACHMENTS REQUIRED FOR NEW PROPOSALS AND RENEWALS

Please include all requested attachments with your proposal:

- Budget
- Annual report (if available)
- Financial statements (audited if available)
- List of the Board of Directors
- 2 letters of reference

PROPOSAL FORMAT FOR NEW REQUESTS

Please follow the format outlined below and ensure that your proposal does not exceed 6 pages.

Request for funding amount \$ _____

1. Who are you?

Tell us about your organization, including your purpose or mission, your goals, your staffing, your clients, the current programs and services you provide and your past successes. Describe your working relationships with other organizations. Tell us why you are best suited to do the proposed initiative.

2. What is the need for your proposed activity?

Describe the existing condition(s) that your project will change. What needs assessment information supports your statement of need? Provide background information and analysis of the issue(s), including facts, statistics and examples/vignettes that reflect the problem. How does this need fall within the stated mandate of The Children's Foundation?

3. What is your proposed solution to address the need?

Describe the project's core idea and explain how it fits the funding priorities of the Child Abuse Prevention grant program. What is the evidence that this solution will work? How do you know that your project will improve the situation? What, if any, are the established best practices in addressing the need?

4. What results (or outcomes) are you hoping to achieve?

What will be different as a result of your project? List your outcomes (point form is OK) and be as specific, measurable and realistic as possible. How will your project help prevent child abuse and neglect?

5. What are the main activities of the initiative?

Describe your work plan, the tasks and the time lines for this initiative. Be very specific and state why each activity was selected. Describe what the staff and volunteers will be doing. Describe the clients and the geographic area to be served. Is there anyone else doing similar work?

6. Who else will be contributing to this initiative?

Tell us about how others will be involved in the project (for example, other funders, other parts of your organization, individuals, groups, volunteers and other organizations). Include financial and in-kind contributions.

7. How will you know if your initiative has been successful?

List the indicators of success that you will be measuring. How and when will you evaluate your activities? Please be realistic and very specific. What information will you gather, who will be involved, what tools will be used, how will the feedback be used?

8. How will you share your learning with others?

Describe your target audience (it may include program participants, partner organizations, funders, community leaders, policy makers, etc) and explain which formats you will use (for example: websites, media articles, child welfare journals, etc) to disseminate information.

9. How will your initiative be sustained beyond any Foundation funding?

If your project or program will continue after any Foundation funding, tell us what resources will be required and how you plan to obtain them. If your project or program will finish at the end of the grant, tell us how the impact will continue into the future.

10. How will you evaluate your results?

Describe what steps you will take to evaluate the success of your initiative. What methods and/or tools will you use? Your evaluation process should measure the success of your goals and specific outcomes described in item 4 (above).

PROPOSAL FORMAT FOR RENEWAL REQUESTS

Please follow the format outlined below and ensure that your proposal does not exceed 5 pages.

Requesting for Funding Amount \$_____

1. **Who are you?**
Tell us (briefly) about your organization, including your purpose or mission, your goals, your staffing, your clients, the current programs and services you provide and your past successes. Describe your working relationships with other organizations.
2. **Project Program/Fund Update**
Describe your activities during this report period. Be as detailed as possible, include statistics and examples, and explain whether the activities are on schedule. Describe any changes you have made to your original plan and explain why the changes were made.
3. **Project Outcomes**
List your outcomes (point form is OK) and be as specific, measurable and realistic as possible. How is your project helping to prevent child abuse and neglect? Tell us the extent to which you have achieved your expected outcomes. What concrete results have been achieved through your project to date? What results have you seen that you did not expect?
4. **Who else is contributing to this initiative?**
Tell us how others have been involved with your project (for example, other funders, other parts of your organization, individuals, groups, volunteers and other organizations.) Include financial and in-kind contributions.
5. **How do you know if your initiative has been successful?**
List the indicators of success that you are measuring. How and when have you been evaluating your activities? What information have you gathered, who has been involved, what tools have been used, how is the feedback being used? What have you learned?
6. **Next Steps**
Describe your work plan, the tasks and the time lines for the next year. Be very specific and state why each activity was selected. Describe what the staff and volunteers will be doing. Describe the clients and the geographic area to be served. Is there anyone else doing similar work?
7. **How will you share your learning with others?**
Describe your target audience (it may include program participants, partner organizations, funders, community leaders, policy makers, etc) and explain which formats you will use (for example: websites, media articles, child welfare journals, etc) to disseminate information.
8. **How will your initiative be sustained beyond Foundation funding?**
If your project or program will continue after Foundation funding, tell us what resources will be required and how you plan to obtain them. If your project or program will finish at the end of the grant, tell us how the impact will continue into the future.
9. **How will you evaluate your results?**
Describe what steps you will take to evaluate the success of your initiative. What methods and/or tools will you use? Your evaluation process should measure the success of your goals and specific outcomes described in item 3 (above).