



Give Oakville 2018 Frequently Asked Questions

Eligibility

How do I know if my organization is eligible to apply to “Give Oakville,” The Foundation’s new charity portal?

- Your organization must be a tax-exempt charitable organization as defined by, registered and in good-standing with the [Canada Revenue Agency Charities Directorate](#).
- Your organization must adhere to the [Ontario Human Rights Code](#).

If my organization is located outside of Oakville, am I still eligible to apply?

Yes, but you must demonstrate that funding will only be used for activities that directly support and serve Oakville residents.

Can my organization submit more than one grant application?

No, organizations are permitted to submit only 1 application.

What are the criteria for a successful application?

- Specific connection to one or more of the Vital Signs© 2015 pillars:
 - Equity Gap
 - Housing
 - Inclusion
 - Mental Health
- A succinct application that is specific in its answers to the questions asked on the form.

What are common application mistakes that lead to ineligibility?

- The application does not meet the requirement of Vital Signs alignment.
- Failure to complete all questions.
- Failure to include all supporting materials as outlined.

Projects with Indigenous Component

What if my project has an Indigenous focus or impact or contains Indigenous content?

Projects with an Indigenous focus or impact or that contain Indigenous content will only be considered if developed with an Indigenous community, led by knowledge keepers or formally approved by the Indigenous community. For more information, please see our Granting Catalogue Guidelines.

How will my project be evaluated if it has an Indigenous focus or impact or contains Indigenous content?

The Foundation will invite members of the Indigenous community to review projects to determine their acceptability, cultural relevance and use of Indigenous guidance.

Funding

What is the maximum grant request?

The Foundation will accept eligible grant requests up to a maximum of \$25,000.

What is not funded by The Foundation?

- Requests in response to annual fund drives
- To cover deficits
- To retire debt
- To endowment funds
- For sectarian, religious* or political purposes (*faith-based organizations seeking to extend the use of their premises for community-based outreach projects may apply for funds on their behalf – funds will not be granted for programs or equipment for purposes deemed to be the responsibility of the congregation)

Can my organization submit an application requesting operational funding?

Operational funding requests will be accepted – this can include employment opportunities for youth and other administration, materials or equipment that will build capacity and lead to making the project/program sustainable.

Is it guaranteed that my project will receive the full grant request?

No, it is possible that only a partial amount of the request will be granted. Projects will receive funding as the full grant request is fulfilled. Partially funded projects will receive their funding in December 2018.

Timing

When can I submit my project application?

“Give Oakville”, the once-annual granting catalogue, will be open from Monday, June 11, 2018 until Thursday, Aug. 30, 2018 at 11:59 p.m.

How will I know if my application is eligible?

Applicants will receive an “accept” or “reject” letter before their project is posted to the Grant Catalogue for viewing by The Foundation’s Fundholders.

How soon will I hear about my potential funding?

Grant Applications Open:	June 11, 2018 @ 12:01 a.m.
Deadline for Applications:	August 30, 2018 @ 11:59 p.m.
Funding Period:	October – early December
Receive Full Funding:	Dispersed as filled
Receive Partial Funding:	December 2018

Administration

How do I submit my project application?

All applications must be filled out and required attachments uploaded to our new Online Granting Portal for “Give Oakville.”
A link will be provided to you on June 11th for your one-time registration with the portal. Once you have registered your charity, it will forever remain in the system.
Applications are to be filled out and submitted within the Portal. The application will not be submitted if required fields are not filled.

How do I login in to my organization’s account?

The login will always be an email address so it is best to make it a general organization mailbox address. The password is unique to the organization as well, so The Foundation will not be privy to what you choose in the event that you have forgotten it.

I have more questions about the portal...who can I contact?

If you have a question about logging onto the portal or any other technical questions about the online process, contact Michelle Collins, Digital and Office Solutions Analyst at michelle@theo.org.

I have more questions about the granting process ... who can I contact?

If your questions have not been answered by the information contained on this FAQ sheet, our Granting Catalogue Guidelines or our website, or if you would like to discuss your proposal for funding, contact The Foundation at grants@theo.org or call (905) 844-3562 ext. 303.