

# Caring Community Grants Program Application Guide

APPLY BETWEEN JANUARY 10 – JANUARY 31 AT 5:00 PM



## About Whistler Community Foundation

Founded in 1999, Whistler Community Foundation (WCF), grants money to local charities, engages the community through Whistler's Vital Signs and manages donations as long-term investments. The Board of Directors takes recommendations from grants committees regarding ways in which to direct available funds. WCF staff support the volunteers in the granting process.

## About the Caring Community Grants Program

The Caring Community Grants are divided into four categories:

- Whistler Community Grants
- Pemberton and Area Community Grants
- Social Care Grants
- Whistler Youth Grants

## Grant Focus Areas

In 2024, WCF is focusing on providing support to address issues related to racial equality, Vital Signs, Sustainable Development Goals, and climate change across all grant programs.

### Racial Equality

WCF is on a journey to become actively anti-racist and we hope that you will join us as we follow-through on this commitment.

In support of this commitment to anti-racism work, preference will be given to charities who are Black, Indigenous, or People of Colour (BIPOC) led (e.g., employees, volunteers or board members), and/or provide programs, advocacy and support to BIPOC communities. Please self-identify in your application.

This focus is designed to shift power and help organizations take next steps to becoming more equitable in practice, policy, leadership, and impact of their services and programs. If you are unsure of how your charity can contribute to racial equality, please connect with Claire [cmozes@whistlerfoundation.com](mailto:cmozes@whistlerfoundation.com) to discuss.

Anti-racism and equity work are directly grounded in Sustainable Development Goal (SDG) #10, **Reduced Inequalities**. As WCF works to progress and support the SDGs across our work, we must also acknowledge that dismantling racism is included in and inherent to these goals.

*Please note, no charity is excluded from applying.*

### Whistler's Vital Signs

Whistler's Vital Signs uses local knowledge to measure the vitality of our community and support action. Local data gathered through the program is used to support evidence-based, locally relevant solutions to improve the quality of life at the community level. See our latest info here: [Whistler's Vital Signs • Whistler Community Foundation \(whistlerfoundation.com\)](#)

## Sustainable Development Goals

The United Nations' Sustainable Development Goals (SDGs) are a universal framework and plan to achieve a better and more sustainable future for all. These goals address global challenges including those related to poverty, inequality, climate, environmental degradation, prosperity, and peace and justice. Global collaboration and local action aim to achieve each goal by 2030 in a pledge to ensure no one is left behind. Community Foundations across Canada are committed to champion the SDGs through action and education. The SDG framework allows Whistler to measure local data against common global indicators. The SDGs were considered in determining the areas of focus in this grant application.



[GOAL 1: No Poverty](#)

[GOAL 2: Zero Hunger](#)

[GOAL 3: Good Health and Well-being](#)

[GOAL 4: Quality Education](#)

[GOAL 5: Gender Equality](#)

[GOAL 8: Decent Work and Economic Growth](#)

[GOAL 10: Reduced Inequality](#)

[GOAL 16: Peace and Justice Strong Institutions](#)

## Climate Change

WCF wants to build awareness of the impacts posed by climate change and help grantees understand that they play a role in addressing this critical issue. At this time, we are interested in raising awareness about climate change and learning what grantees are doing to address it. Grants will not be approved or denied based on climate action criteria alone; however, an organization's practices with respect to climate change may be a factor in our grantmaking process. Please consider applying to the Environmental Legacy Fund grant program. Low-carbon and climate-resilient projects, as well as projects that promote climate change awareness, resilience and positive climate action may be prioritized.

## Whistler Community Grants

Whistler Community Grants support projects and programs taking place in the Whistler region and benefiting the local community. Grants are made possible by the Community Fund. Grants up to \$5000 will be awarded to projects that focus on making a significant difference in improving the quality of life for community members. The committee evaluates aspects of community well-being, such as arts and culture, education, environment, health and social services, and more.

## Pemberton and Area Community Grants

Pemberton and Area Community grants support projects or programs taking place in Pemberton, Mount Currie and surrounding areas. Grants are made possible by the Pemberton Community Fund and the Pemberton Community Endowment Fund. Grants up to \$3,000 will be awarded to projects or programs that focus on supporting the creation of long-term legacies for the community.

## Social Care Grants

Social Care grants support projects and programs taking place in the Sea to Sky corridor that focus on the health, economic and social well-being of community members. Social Action is defined as taking action on a people-oriented issue. The action is described as a process of: identifying, defining and prioritizing an issue(s), collecting and analyzing information and developing an action plan to address the concern, and finally, implement the action plan. Social Care grants are made possible by the Jill Ackhurst Social Action Fund. Grants up to \$3,000 will be awarded.

## Whistler Youth Grants

Whistler Youth Grants support programs that benefit local youth or are conducted by local youth. Whistler Youth Grants are made possible by the WCF Youth Fund and the Whistler Blackcomb Foundation Fund. Grants up to \$2500 will be awarded.

### Eligibility:

Applicants must have Canadian charitable status or be a **qualified donee** under the Income Tax Act. Grants are not awarded to individuals or businesses. If your organization is not a registered charity, but is a nonprofit, please refer to the instructions for Applicants who are not registered charities or qualified donees on page 4.

Projects or programs must be for the benefit of the local community.

Grants are awarded for definite purposes and outcomes covering a specific period of time.

### Key Elements for Success:

WCF seeks to fund projects that focus on the following characteristics:

#### Creating Impact

Funded projects will

- seek to achieve a clearly articulated, measurable impact in a defined area WCF is focusing on providing support to such as racial equality, Vital Signs, Sustainable Development Goals and climate change.
- work to address the root causes of difficult issues and apply strategies for long term solutions, and/or;
- respond to a demonstrated immediate need- applicants may refer to **Whistler's Vital Signs** reports for direction

## What types of projects are not funded?

While WCF works to lower barriers to funding, we will not provide funds for:

- Retroactive funding
- Debt
- Activities for direct religious purposes
- Fundraising campaigns
- Any activities that are discriminatory or service the interests of the members of an applicant organization to the exclusion of the community at large.

## The Application Process

ALL GRANT APPLICATIONS MUST BE RECEIVED BY 5:00PM JANUARY 31, 2024

The Caring Community Grants Program uses an [online application process](#).

If your organization has used the grant portal previously, log in and begin your application. If you are a first-time applicant, please create your [online profile](#) to apply. You will use the system to submit your application, your grant agreement, and your grant reports. If you would prefer to do your application orally, please email [info@whistlerfoundation.com](mailto:info@whistlerfoundation.com) by January 15, 2024, so we can accommodate your request.

All applications will be thoroughly assessed by Grants Committees. The Grants Committees will recommend project funding to WCF's Board of Directors who will have final approval. All applicants will receive written notification of WCF's decision and if successful, the terms and conditions of any grant that has been awarded by the end of March 2024.

### **Applicants who are not registered charities or qualified donees:**

Current WCF policy allows for grants to registered charities or qualified donees. If you are not a registered charity or qualified donee, you can seek a charitable partner to form a documented partnership in carrying out the application and grant.

A registered charity or qualified donee who has partnered with a non-qualified donee for the delivery of a program or project must be willing to act as the lead partner and is in effect taking on the project as part of its own operations and employing the applicant as its agent. The registered charity must be willing to assume the legal and financial responsibility for the project. Please consult the [Canada Revenue Agency website](#) for details regarding Charity/Non-Charity Partnerships.

### After a grant has been approved:

- Payments will be processed upon receipt of:
  - an online signed Grant Agreement
  - banking info for direct deposit
  - confirmation that all conditions have been met (if conditions are placed on your grant)
- WCF will disburse 100% of the grant upon receipt of the signed Grant Agreement for grant amounts less than \$20,000. For amounts over \$20,000, 80% will be disbursed upon approval and the remainder upon interim report. You may be contacted by a representative from the Grants Committee to arrange for the presentation of a cheque to your organization.

- A final report, made once the project is complete, is essential to be eligible for future funding.
- WCF requests grant recipients:
  - ask for assistance, if needed. WCF is committed to supporting our grant recipients throughout the grant cycle, so if you have any questions or concerns, please reach out.
  - keep us informed. We encourage grant recipients to communicate openly with us and keep us informed of your progress. We understand that sometimes organizations must adapt their programs in order to achieve the desired outcomes. WCF supports innovation and wants to help you maximize the impact of your programs.
  - use proper fiscal management.
  - use a thorough and well-planned project evaluation.
  - submit final reports through online system in a timely manner (including financial reconciliation and description of project outcomes).
  - make public recognition of the support received from WCF, including proper use of logo.
  - give Board, staff or grants committee volunteers the opportunity to make site visits, if circumstances permit.
  - provide stories that demonstrate the impact of your project or program. Stories may take the form of videos, narratives, collages, photo essays, poems or other creative endeavors. Tell your stories in a way that is meaningful to you and the participants in your program.

## Have Questions?

Please contact [info@whistlerfoundation.com](mailto:info@whistlerfoundation.com) discuss further.