



Feeding hope. Changing lives.

# Transforming Communities Grant

## Application for 2022/23 Cycle

*Creating common good by empowering churches to care for their communities*

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### About UGM's Transforming Communities Grant

In 2020, Union Gospel Mission had the unique opportunity to partner with City in Focus to provide 18 grants to churches across Metro Vancouver and the Fraser Valley, who were offering vital support to neighbours in need. Through meal programs, advocacy, and community outreach, these communities of care were able to stabilize, increase, or create new programs to support people in the midst of this global pandemic. Through this program, we saw God's abundance come alongside so many.

Today we are excited to announce that UGM has decided to continue this good work by creating the *UGM Transforming Communities Grant*, distributing \$100,000 to 22 different communities supporting their neighbours. We see the role of the church as paramount in the health of every community—which is why we want to support stabilizing, growing, and creating new programs that support neighbours in need.

Please read more below on the breakdown of the grants and opportunities that there are for your church to engage.

### Granting Strategy

For the 2022/23 grant cycle, UGM anticipates assisting 22 Communities of Care across the Lower Mainland through **Transforming Communities Grants**. Our priorities include underserved neighbourhoods, and we desire to support a diversity of denominations representing a variety of ethnicities.

Recognizing the success of the Vancouver Foundation's [Neighbourhood Small Grants](#), as well as the fact that congregations are at different stages of missional preparedness and capacity, we are asking applicants to choose one (1) of the following grant categories:

#### Micro Grants:

- 10 small grants of up to \$500 each
- 5 small grants of up to \$1,000 each

*Micro Grants will typically be for one-time expenditures such as activities for the regional Homeless Action Week, guest speakers, professional development courses, equipment purchases, etc.*

#### Capacity Grants:

- 5 grants of up to \$10,000 each
- 2 grants of up to \$20,000 each

*Capacity Grants are intended to significantly stabilize and augment existing initiatives or launch new ones.*

Proponents seeking more than \$10,000 should first contact UGM's Church Relations team for a discussion before submitting an application.

*Grants over \$1,000 are not intended to be the sole funding mechanism for the programs receiving support; applicants will need to show how their church and/or other funders are contributing. All successful applicants will be required to submit a written report on outputs and outcomes (defined in the Application) as well as lessons learned.*

Beyond financial support, UGM is keen to help grant recipients with program development and organizational development issues such as policies and processes, COVID protocols, meal planning/prep, volunteer management and communication, fundraising stewardship planning, networking and coordinating with nearby service providers, and integrating the Communities of Care programming with the local congregational ministry visions.

Moreover, UGM strongly encourages (but won't require) grant recipients to form enduring collegial connections with UGM and one other, for mutual support and client care. To this end, UGM is hosting a series of workshops, roundtable discussions, and a wrap-up celebration.

## Eligibility Criteria

For the 2022 granting round, eligible programs must:

- Be run by a Christian church that is a registered Canadian charity, or by a closely affiliated daughter charity of a local church
- Be operating in Metro Vancouver or the Fraser Valley
- Be serving one or more vulnerable populations who do not have enough access to needed services such as, *but not limited to:*
  - meals (takeout or sit down)
  - food hampers
  - shelter and housing
  - outreach and advocacy
  - support services (laundry, clothing, hygiene, etc.) and life skills
  - other supportive practices that address social isolation or capacity building
- Be willing to work with UGM's Church Relations team to produce a Case for Support and a basic stewardship plan for sustaining the program's ongoing needs

Churches and organizations who received a grant through UGM in 2021 are not eligible for the 2022 cycle.

Eligible expenditures include, but are not limited to:

- Food, materials, and supplies
- Equipment purchase/rental/lease/maintenance
- Costs of *program* space: lease/rent, utilities, janitorial and sanitation
- Renovations to create or improve program space
- Wages and benefits

- Training and professional development
- Guest speakers
- Printing and communication
- Administration costs
- Professional fees
- Disability support for staff

## Timeline

The timeline for the 2022 grant cycle is as follows:

March 11, 2022	Call for Proposals announced
May 13, 2022	All application materials are due by 5pm
May 27, 2022	Successful applicants are notified
June 10, 2022	Cheques for initial grant installment (90%) are sent. 100% for micro & mini grants
July - December 2022	Consult with UGM re: program/organizational development, if desired
October 2022	Individualized fundraising and sustainability planning session with UGM
January 15, 2023	One-page interim report due
April 2023	Celebration and storytelling event for 2022 recipients and 2023 applicants
May 15, 2023	Final report due by 5pm
May 29, 2023	Cheques for last grant instalment (10%) are sent

Applications will be reviewed and grants awarded by a Review Committee, consisting of UGM's Church Relations team members, and representatives from external Christian non-profit organizations.

Have questions? UGM's Church Relations team is available to advise and assist you in preparing your application. Connect with us at [churchrelations@ugm.ca](mailto:churchrelations@ugm.ca).

## Deadline

All application materials must be received by 5pm on May 13, 2022 by either email or mail.

Email	<a href="mailto:churchrelations@ugm.ca">churchrelations@ugm.ca</a>
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Mail	Transforming Communities Grant 2022 c/o Church Relations Union Gospel Mission 601 East Hastings Street Vancouver, BC V6A 1J7
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**Section 1: Congregational Information**

Congregation Name	
Mailing Address	Street:  City: <span style="float: right;">Postal Code:</span>
Congregational Address (if different than Mailing)	Street:  City: <span style="float: right;">Postal Code:</span>
Website	
Registered Charity #	
Applying in collaboration with other organizations to deliver the program?	<input type="checkbox"/> No Yes, names of partners and roles are (200 words max):

**Section 2: Lead Applicant Information**

Your Name	
Role in Your Congregation	
Email	
Phone Number	

### Section 3: Program Information

Program Name	
Program Summary (one sentence)	

Which statement best describes the impact this grant would have on your program?

This grant primarily would help to *stabilize* an existing project.

This grant primarily would help to *expand the reach* of an existing project.

This grant primarily would help to *launch a new* project.

### Program Description

Describe the population(s) you aim to assist.

What opportunity or problem are you addressing?

What are the program outputs (e.g., # of meals, client visits, etc., in a week or month)?

What outcomes are you aiming for—what will qualitatively change in your neighbourhood, your church, and the people who access your services? (These are never numbers.)

What will indicate you are achieving your desired outcomes—how will you gauge success?

**Program Operations (if known at this stage)**

Days:	
Times:	
Other important information:	

Have you engaged with other groups/organizations in designing or delivering your program?

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Do people accessing your program have a formal role in helping you deliver your program and making decisions about it/them?

As a congregational Community of Care, how does your program fit into the practices and rhythms of your whole church? How does it bring guests/clients into mutuality with parishioners?

Are there organizational capacity or technical issues you would like the UGM team to assist with?

No, thank you

- Neighbourhood analysis and assessment
- Community and/or service provider networking
- Recommended resources for staff and volunteers
- Program development or re-design
- Program evaluation
- Volunteer recruitment and retention
- Policy development
- Fundraising basics
- Other: \_\_\_\_\_

**If there is any supplementary material you would like reviewers to see, please attach it when emailing this application form.**



### Section 4: Grant Request & Project Budget

Amount requested	<input type="checkbox"/> Micro grant up to \$500 <input type="checkbox"/> Micro grant up to \$1000	<input type="checkbox"/> Capacity grant up to \$10,000 <input type="checkbox"/> Capacity grant up to \$20,000
Will your program proceed if you are awarded a smaller grant?	<input type="checkbox"/> Yes <input type="checkbox"/> No	

#### Project Budget

See Excel template

- Please ensure that your budget accounts for the full amount of the grant that you have requested.
- All budget items must be program related and must be incurred within 12 months of being awarded the grant.
- Eligible expenditures include, but aren't necessarily limited to:
  - Food, materials, and supplies
  - Equipment purchase/rental/lease/maintenance
  - Renovations to create or improve program space
  - Costs of program space: lease/rent, utilities, janitorial and sanitation
  - Wages and benefits
  - Program-specific training and professional development
  - Printing and communication
  - Administration costs
  - Professional fees
  - Disability support for staff
- Ineligible expenditures include:
  - Expenses of your congregation beyond the program
  - Purchase of real property (land or buildings)
  - Activities that take place outside of the Metro Vancouver or the Fraser Valley
- Note that funds received through this program cannot be used to generate a profit or an income in excess of program expenses for your congregation.

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## Section 5: Authorization & Declarations

By completing this section, the applicant confirms that the Recipient Congregation is a registered Canadian charity and is supportive of this grant application.

- In checking this box, you declare your interest in submitting this application for consideration under the Transforming Communities Grants. You confirm that the information provided in this application is accurate, and that it may be shared with Union Gospel Mission and external members of the Review Committee.
  
- In checking this box, you confirm that this program and budget as submitted have been approved (at least provisionally upon getting this grant) by your congregation's Council or by whichever means is required by your bylaws.
  
- In checking this box, you confirm that you have appropriate signing authority to submit this proposal on behalf of your congregation.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name