

TRANSFORMATION GRANT GUIDELINES

AMOUNT: \$10,000 - \$15,000

DEADLINE: APRIL 24, 2020

ABOUT THE TRANSFORMATION GRANT

West Vancouver Foundation supports charitable organizations working to create and sustain a healthy and vibrant West Vancouver, where everyone is valued, contributes and feels they belong.

The TRANSFORMATION GRANT supports community initiatives that focus on systems-level change and transformation for the benefit of the people of West Vancouver, addressing current or emerging issues for the West Vancouver community.

ABOUT SYSTEMS LEVEL CHANGE

Big, complex problems cannot be solved by any one improvement or any one organization acting alone. These problems, sometimes called "wicked problems", typically have numerous causes and lack clear solutions. They involve multiple stakeholders and ultimately require lots of people and organizations to shift their mindset and behavior. Examples include climate change, poverty, mental health and wellness and principles for action including collective solutions, developing learning cultures and alternatives to top-down leadership.

IMPACT AREAS

The Transformation Grant program supports charitable work in the following Fields of Interest:

- Arts, Culture, and Heritage
- Youth and Education
- Health, Wellness, and Safety
- Sport & Recreation
- Environment

WHO CAN APPLY

An organization is eligible to apply if it serves the West Vancouver community and is a [registered charity or qualified donee](#) with the Canada Revenue Agency (CRA).

An organization that is not a registered charity wishing to apply for funding from the Foundation may consider developing a formal and genuine partnership with a registered charity whose mandate is similar. The registered charity would apply for funds for the proposed project and receive the funds on behalf of the partner doing charitable work. The CRA requires this relationship to be set out in writing, signed by the charity and nonprofit organizations. [Click here](#) to visit CRA's website for more details.

Terms of the agreement should include:

- a full description of the project being funded;
- responsibility to the charity for ensuring the project is completed by the nonprofit as described;
- responsibility to the charity for distribution of funds to the nonprofit as work progresses on the project; and
- responsibility/accountability of the charity to the Foundation for performance of the nonprofit for the project.

ELIGIBILITY

The Transformation Grant's aim is to support the West Vancouver community and address root causes of issues. This funding could support the enhancement of existing initiatives but **will not support** existing or ongoing activities unless there is a demonstrable link to systems level change. Organizations must submit a final report for previous grants before submitting a new application.

The following initiatives are ineligible:

- Deficit reduction (e.g. debts or loans);
- Building an endowment or fundraising;
- Primarily benefitting individuals (such as scholarships);
- Expenses incurred before the date of grant approval;
- National or provincial initiatives without specific benefit to West Vancouver;
- Religious activities or services that focus on only one spiritual tradition;
- Political activity that is prohibited by the Canada Revenue Agency.

GRANT ASSESSMENT CRITERIA

Each application will be evaluated considering how the applicant demonstrates the following:

- Potential for systems-level change and/or transformation for the community of West Vancouver;
- How well evidence and research about root causes/systems level change informs the approach;
- The approach is targeted at one or more well established "root causes" of the problem;
- Partnerships and collaboration are fostered to increase everyone's capacity for doing good work.
- The program and/or organization is improving their impact through continuous learning and development;
- The approach encourages and celebrates innovation, experimentation, and curiosity;
- The budget demonstrates clarity, honesty, and a realistic approach.

WHAT ARE THE REPORTING REQUIREMENTS?

The West Vancouver Foundation values innovation, experimentation, and curiosity. We also place a high value on sharing what we learn openly and honestly, and we want our grantees to do the same. Along with asking you to complete a Final Report by the end of the granting year in which you applied, we invite all grantees to participate in an annual learning symposium.

Final reports include the following:

- What did you do? How did it compare to what you thought you were going to do?
- What did you learn?
- Share 1 – 2 stories of impact of your work.
- Budget reconciliation.

WHAT HAPPENS AFTER I SUBMIT MY APPLICATION?

- Staff may contact you to discuss your application or to set up a site visit.
- The Grants Committee will meet to recommend grants for approval by the Board of Directors.
- By end-June 2020, you will receive an email notifying you if your grant request was approved or denied.