



For more information about the Grant Application process, please see [2022 Community Impact Grants Application Guide](#)

**1. We do not have charitable status, but are an incorporated not-for-profit – are we eligible for funding?**

An incorporated not-for-profit organization that does not have charitable status and is not a qualified donee as defined by Canada Revenue Agency is not eligible to apply for funding. Check the Canada Revenue Agency list of qualified donees by [clicking here](#).

**However, your organization can apply by being hosted by a charitable organization or qualified donee who would be your Sponsoring Organization.** For more information on Sponsoring Organizations, please see the [2022 Community Grants Application Guide](#). If the application is funded, the Applicant and the Sponsoring Organization would both enter into a funding agreement with UWOCK. Both the Applicant and Sponsoring Organization assume financial and legal responsibility for the funded program including reporting requirements and agency expectations.

**2. Are there any types of organizations, projects, or expenses that are not eligible for funding?**

Yes – there are number of ineligible organizations, projects, and expenses. Please see [Community Impact Grants – Grant Guidelines – Ineligible Expenses](#) for details.

**3. Can we request funding for a program that falls outside your Focus Areas?**

United Way recognizes there are many needs within the Chatham-Kent region. Unfortunately, we cannot support all programs. Our funding priorities have been developed to equitably support those areas and populations falling within our Focus Areas for this granting cycle. You can find them [here](#). Please note that all applications are subject to an independent review by our Community Impact Grant Review Committee.

**4. Can we apply for funding for a program we deliver outside of Chatham-Kent?**

No. Programs and initiatives must provide service within Chatham-Kent.

**5. The head office of our agency is located outside of Chatham-Kent. Can we apply for funding from UWOCK?**

Yes, however, organizations must be operating programs within Chatham-Kent to be eligible for funding and must demonstrate the impact of the funded activity within Chatham-Kent.

**6. Can a collaborative or a group of agencies apply for funding?**

Yes. In this case, the group must identify a lead agency that will be the Applicant organization. The Applicant organization must be a registered charity or qualified donee. The Applicant that is the lead agency will assume legal responsibility and reporting responsibility for all funds received, if the application is funded.

**7. How much funding can we apply for?**

- For the 2022/2023 funding stream, we prefer that funding requests be for not more than \$25,000.
- For the 2023/2024 funding stream, we prefer that funding requests be for not more than \$50,000.

## **8. What can funding be used for?**

UWOCK funding may be used for a broad range of expenses that may include:

- Wages and employment-related costs for program staff
- Fees for professional service
- Accommodation and supports for program staff, volunteers, and program participants
- Program materials and supplies
- Printing and communication
- Local travel costs for staff and volunteers
- Utilities, insurance, and rental of premises where program occurs
- Lease, purchase, and maintenance of program equipment
- Administrative costs including evaluation, data collection, and other administrative costs directly associated with the program
- Small capital expenditures (\$3,000 or less) for essential program equipment

## **9. Does United Way require support letters from other funders/agencies?**

No, this is not required.

## **10. How many funding requests can be made by one organization?**

If an organization wishes to apply for funding for more than one project or program please submit separate applications.

Organizations may apply to both Funding Streams, however must submit separate applications.

## **11. Who makes the funding decisions?**

Funding decisions are made by UWOCK's Community Impact (CI) Committee.

## **12. How are funding decisions made?**

The United Way of Chatham-Kent uses a 2-step application process that involves a Letter of Intent as step 1 and a full Proposal submitted as step 2. All grant submissions at both steps are reviewed by the CI Committee. For more information on the grant submission and review process, please refer to the [Proposal Submission and Review Process section of the Community Impact Funding Guide](#).

## **13. When will we know if our application was successful?**

Applicants who have submitted a Step 1 Letter of Intent will be notified in early November. Applicants who are asked to submit a Step 2 full Proposal will be notified of the outcome of the review by the end of December 2022. Final funding decisions will be made public once all applicants are notified.

## **14. What are the reporting requirements?**

Each agency that receives funding will be required to submit program and financial reports. Additional details about reporting will be shared with successful applicants. An important part of this process will be reporting on data and stories about the impact of your work.

## **15. How will United Way of Chatham-Kent ensure that this funding gets where it is most needed?**

UWOCK is committed to ensuring an open and fair application and review process. We will be working to promote this funding opportunity throughout our community.

The CI Committee will consider a number of criteria in its funding allocation decisions. These may include populations served, geography, UWOCK Focus Areas, rural and remote access, and other systemic challenges. Additionally, agencies that receive funding will be required to submit data that will allow us to measure whether the funds are reaching the areas where they are most needed.

## **16. If my agency or a program of my agency was funded in the past, are we guaranteed to be funded again?**

No – each application submission will be evaluated on its own merits.

**17. How do I fill out the grant forms?**

Our grant forms are set up as fillable PDFs and can be downloaded and filled out at your workstation or laptop. If you don't have Adobe Acrobat Reader installed on your system, you can download and install the program here. <https://get.adobe.com/reader/otherversions>

**18. Can I get assistance with the [application](#) process?**

Yes. Please visit our website at [uwock.ca](http://uwock.ca) for more information about the application process. If needed, please contact [grants@uwock.ca](mailto:grants@uwock.ca) or call 519.354.0430 ext. 295.