

Questions for Community Projects Letter of Intent

Please note: This is a list of the narrative questions for the Community Projects Letter of Intent. There are additional checkboxes and multiple choice questions in the online application.

Question	Word Count/Format
What are you proposing to do? <i>Assessing – innovation, feasibility of the concept</i>	100 words
Why is this project needed? <i>Assessing – evidence-based need and ultimate outcome</i>	100 words
Who informed the development of this idea? <i>Assessing – engagement/involvement of resident groups</i>	100 words
Has this been done before? If yes, by whom and when? <i>Assessing – duplication of efforts, knowledge of the issue, due diligence and research</i>	50 words
If this has been done before, how is your project different? How are you leveraging or enhancing past work? <i>Assessing – how is this leveraging what's out there? An indication that this is the next step that's needed</i>	50 words
What expertise does your organization possess to successfully implement the project? <i>Assessing – Organizational readiness; project is the right fit, at the right time, for the organization</i>	100 words
If community partners will help run this project, please tell us who they are and what role they will play.	A chart with organization/group and role/contribution is to be filled out
How many people will be impacted by your project?	Insert numerical value
How will these people be impacted?	50 words
What is the total budget to carry out the project?	Insert numerical value
How much are you requesting from the City of Toronto?	Insert numerical value
Briefly describe how you will use the requested amount	100 words max Applicants are invited to use bullet points to break down their budget line items