



Applications DEADLINE
11:59 PM October 29th
2018

Black Leadership Governance Training Project Grant

2018 Grant Project Guidelines

City of Toronto – Community Funding
Social Development, Finance & Administration Division

Two-Stage Application Process

Stage One:

To complete Stage One:

1. **Review** these guidelines to ensure your group and proposal are eligible for funding.
2. **Contact** the Manager of the Community Funding Unit or the Confronting Anti-Black Racism Office if you have any questions or need clarification.
3. **Submit** the completed application by the deadline of **11:59 PM on Monday, October 29, 2018**

[Click here to submit the online application.](#)

All eligible organizations will be assessed based on their applications and a shortlist of applicants will be created.

Stage Two:

Shortlisted applicants will be notified by **the week of November 19th, 2018** and will be asked to deliver a presentation as part of the final stage of the application process. Presentations by shortlisted applicants will be scheduled for **the week of Nov 26th** providing short listed applicants a week to prepare. Please keep a copy of the application on hand to answer questions from staff or provide additional information as needed.

Question & Answer Session

Please join us in **Committee Room 1 at North York Civic Centre on September 24 (Monday) from 2 p.m. – 4 p.m.** or **Committee Room 4 at City Hall, 100 Queen St W, on October 1st (Monday) from 3 p.m. – 5 p.m.** if you have questions about this grant call.

How to get in touch with us

If you have questions or need more information, please email or call the Manager of Community Funding Unit or Confront Anti-Black Racism Office (CABRO) listed below. Please ensure you have read these Grant Guidelines before calling:

Barbara Powell, Manager, Community Funding Unit 416-397-7302 barbara.powell@toronto.ca

Confront Anti-Black Racism Office, (416) 392-6487, CABR@toronto.ca

Black Leadership Governance Training Project

Grant Information

Background

On December 5, 2017, City Council approved The Toronto Action Plan to Confront Anti-Black Racism, which recommends improving health and community services for Black Torontonians and strengthening the accountability of health and community services for Black Torontonians (<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2017.EX29.11>). The Toronto Action Plan to Confront Anti-Black Racism identifies the following specific action: "Develop and implement an outreach initiative to recruit and train diverse Black Torontonians for leadership and governance roles in health and community organizations."

The Black Leadership Governance Training Project will increase the representation of Black Torontonians on the Boards of Directors for public benefit organizations. Black Torontonians who have skills and experience relevant to the governance of for public benefit organizations. The grantee will then deliver governance-training activities, help trainees' access board opportunities and provide mentoring support when they sit on Boards.

The City of Toronto's principles in supporting this funding include recognising that:

- Anti-Black racism in Toronto stands as an obstacle to a truly fair and just city. The City of Toronto, as a government, has a duty to make decisions and take actions that help Toronto become an inclusive and prosperous place for everyone
- Whenever governments and service providers work to target the removal of systemic barriers experienced by the most racialized communities, all residents benefit.
- Initiatives are needed at the for public benefit sector level that support the development of leaders, including training Black leaders on governance to increase their representation on Boards of Directors.
- Among established for public benefit organizations, having a diverse, strong board of directors is critical for organizations to successfully deliver on their mission

The Purpose of the Grant

To increase the representation of Black Torontonians on the Boards of Directors for public benefit organizations.

What are the funding deliverables?

It is expected that the successful candidate will build on existing resources and knowledge within the sector.

The successful applicant/group selected for funding will be required to:

- Implement an assessment process to identify high priority training topics related to the Board Governance

- Develop a series of Board governance training workshops to prepare Black leaders to sit on Boards of social service and health agencies. The grantee is encouraged to utilize existing training resources when appropriate. The training sessions will:
 - Be interactive and practical
 - Incorporate the principles of adult learning
 - Include opportunities for peer learning (where appropriate)
- Develop and implement a community outreach plan to ensure Black Torontonians who have skills and experience relevant to the governance of for public benefit organizations are aware of the training opportunities.
- Develop and implement a strategy for identifying social service and health agencies looking for Board members
- Develop and implement a model to match participants with those social service and health agencies
- Deliver training sessions in accessible locations throughout the City of Toronto.
- Deliver training sessions through webinars which are recorded and posted on the internet for public use.
- Develop and implement a process for mentoring new board members that can provide support to the participants to sit on the board of the social service and health agencies
- Develop a wise practice model that can be adapted and utilized by various stakeholders in Toronto
- Conduct an evaluation of the project's implementation and outcomes
- Provide a final report on the project, which includes:
 - I. Description of the project's activities and outputs
 - II. Evaluation findings
 - III. Recommendations for future leadership training for the Black Community

What is the grant size?

- Applicants may apply for up to \$150,000.00
- Funding is currently available on a one time only basis

What is the time-frame?

- Activities funded through this grant must be implemented between January and December 2019

Who is eligible for funding?

Given the complexity of Board Governance issues and the matching and mentoring components of the project, **eligible applicants are encouraged to form a partnership** with other community agencies, academic institutions or experienced consultants to apply. Applicants are required to specify the expertise, roles and responsibilities of each partner in the proposal. The lead agency must be an incorporated Black- led or Black- focused for public benefit organization with audited financial statements for the last fiscal year. Black- led organizations have a mandate to serve the Black Community, Identity is at the centre of the services and all the programs and services are

delivered through an Anti- Black Racism lens and there is Black leadership at all levels (i.e. staff, executive, governance etc). Black- focused organization is one that delivers culturally responsive programming and services. The organization's leadership table includes leaders who identify as Black and the organization regularly collaborates with black-led organizations (<http://www.children.gov.on.ca/htdocs/English/youthopportunities/eoyap/obyap.aspx>)

To be eligible to receive funding for the grant, applicants must:

1. Be a Black-led or Black-focused organization.
2. Have extensive experience in working with diverse Black leaders
3. Be an incorporated for public benefit organization (a for public benefit organization operate without financial gain for its members or directors);
4. Be based in the city of Toronto (this means the organization's head office must be located in Toronto, and grant supported activities must take place in Toronto);
5. Be accountable to the community through an elected Board of Directors or executive and must represent the community it serves;
6. 50% or more of Board members reside in the City of Toronto,
7. Have audited financial statements for the most recent fiscal year.
8. Be in good standing with the City of Toronto;
9. Have demonstrated ability to manage the project (administrative oversight, processes and procedures);
10. Comply with the City of Toronto Grants Policy (please refer to the document: "City of Toronto Grants Policy – Anti-Racism, Access and Equity Policy Guidelines"
11. Have at least five (5) years' experience providing training on the governance of or public benefit organizations
12. Have experience in matching social service/health agencies with prospective board members
13. Have experience in providing mentoring support to board members
14. Have experience implementing webinars and on-line training
15. Have in-depth knowledge and understanding of the barriers Black Torontonians face with regards to serving on boards of for public benefit organizations.
16. Have the experience in working with diverse groups that include persons from the LGBTQ2, persons with disabilities, young women, faith groups, immigrants and refugees
17. If applying as a partnership, partners have a clear role in this project and a clear structure for the decision making process

Applications submitted by a partnership need to ensure that at least one partner is able to fulfill each of the eligibility criteria. The lead organization will need to meet the first 11 eligibility criteria.

This **Black Leadership Governance Training** project does NOT fund any of the following kinds of organizations or groups:

- Organizations with mandates covered under provincial or federal legislation, such as day-cares, group homes, hospitals, schools and universities;

- Grant-making or third-party fundraising organizations;
- Individuals or for-profit businesses or ventures;
- Political or lobby groups;
- Landlord/tenant and condominium corporations.

Religious organizations that cannot show a clear separation between religious and community service functions

How can grant funds be used?

Costs that are eligible for funding include: planning, organizing, research, implementation, administration and evaluation costs.

Costs related to the effective development of the funding project model(s), such as:

- Staff salaries and benefits
- Consultant fees
- Space rental
- Liability insurance
- Transportation
- Planning and development
- Developing and supporting partnerships
- Delivery, materials and participant related costs
- Evaluation
- Interpretation and translation for events and communications; and
- Childminding, if applicable.

Ineligible Use of Funds

Requests for the following purposes are **NOT** eligible for consideration:

- Fundraising events
- Donations to charitable causes
- Reserve funds
- Capital costs (i.e. building repairs or renovations)
- Debt repayment or deficit funding
- Political or religious activities

Key Dates

- MONDAY SEPTEMBER 17** Grant call launches
- MONDAY SEPTEMBER 24** Q &A session - Join us in Committee Room 1 at North York Civic Centre from 2:00 – 4:00 p.m. or
- MONDAY OCTOBER 1** Q &A session - Committee Room 4 at City Hall, 100 Queen St W, on Tuesday, October 17th from 3:00 – 5:00 p.m. if you have questions about this grant call
- MONDAY OCTOBER 29** **Deadline to submit your application online application through the [on-line system](#)**
- Week of NOVEMBER 19** Your group will be notified if you have been shortlisted. If shortlisted, you will be provided details on the next steps of the application process, including preparing a presentation “pitch”
- Week of NOVEMBER 26** Presentations made by shortlisted applicants to the Black Leaders Governance training Project to Confront Anti-Black Racism Assessment Panel
- DECEMBER 4** Grant decision announced. A Letter of Understanding will be mailed to the group that is approved for funding.

Contact us:

By E-mail: cgis@toronto.ca

Barbara Powell, Manager, Community Funding Unit 416-397-7302 barbara.powell@toronto.ca
Confront Anti-Black Racism Office, (416) 392-6487, CABR@toronto.ca

Special Needs

Accommodation of special needs (e.g. documents in alternate formats, sign-language interpreters, off-hour meetings) is available as required to ensure that groups can fully participate in the funding process. For accommodation of special needs please contact the Supervisor, Community Funding at 416-392-8334 or by email at cqis@toronto.ca.

Disclosure of Information

As mandated by the Municipal Freedom of Information and Protection of Privacy Act (1990) s. 27 and By-Law 974-1998 all information collected on this form, including personal information may be subject to full public disclosure which may include posting to a web site. Questions about this collection can be directed to the Supervisor of Community Funding at City Hall, 15th floor, East Tower, 100 Queen Street West, Toronto, ON M5H 2N2 or by telephone at 416-392-8334.

Glossary

Anti-Black racism

Anti-Black racism is prejudice, attitudes, beliefs, stereotyping and discrimination that is directed at people of African origin and descent and is rooted in their unique history and experience of enslavement. Anti-Black racism is deeply entrenched in Canadian institutions, policies and practices, such that anti-Black racism is either functionally normalized or rendered invisible to the larger white society. Anti-Black racism is manifested in the legacy of the current social, economic, and political marginalization of African Canadians in society such as the lack of opportunities, lower socio-economic status, higher unemployment, significant poverty rates and overrepresentation in the criminal justice system. (African Canadian Legal Clinic).

Black Community

Refers to people of African origin and descent who identify as being Black.

Black led organization

Black- led organizations have a mandate to serve the Black Community, Identity is at the centre of the services and all the programs and services are delivered through an Anti- Black Racism lens. There is Black leadership at all levels (i.e. staff, executive, governance etc). (Ontario Black Youth Action Plan <http://www.children.gov.on.ca/htdocs/English/youthopportunities/eoyap/obyap.aspx>)

Black-focused organization

Black- focused organization is one that delivers culturally responsive programming and services. The organization's leadership table includes leaders who identify as Black and the organization regularly collaborates with black-led organizations (Ontario Black Youth Action Plan <http://www.children.gov.on.ca/htdocs/English/youthopportunities/eoyap/obyap.aspx>)

Black leaders

Members of the Black community between the ages of 18 and above