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**ANCHORTO BLACK-LED BUSINESS MARKET ANALYSIS & RESOURCE DEVELOPMENT PARTNERSHIP**

**DEADLINE: Sept 26, 2021, 11:59 pm (midnight)**

**QUESTIONS: Email Leslie Campbell, Policy Development Officer, Poverty Reduction Strategy office -** [leslie.campbell@toronto.ca](mailto:leslie.campbell@toronto.ca)

**EMAIL YOUR COMPLETED APPLICATION TO:** [leslie.campbell@toronto.ca](mailto:leslie.campbell@toronto.ca)

**TWO STAGE APPLICATION PROCESS :**

**STAGE ONE**

To complete stage one:

1. Review **guidelines** to ensure organization is eligible for funding.
2. Contact Leslie Campbell if you have any questions or need clarification. Interested applicants are also encouraged to view a recording of the Grant information session on our website: [Toronto Poverty Reduction Strategy – City of Toronto](https://www.toronto.ca/city-government/accountability-operations-customer-service/long-term-vision-plans-and-strategies/poverty-reduction-strategy/)

**STAGE TWO**

To complete stage two:

1. Complete application form by the deadline of **Sept 26, 2021, 11:59 pm (midnight)**
2. Email your completed application form and other requested documents to leslie.campbell@toronto.ca

* Application form
* Example of work for at least one or more of the projects listed in Question #1
* A brief description of the skills and expertise of the project team including subcontractors (if applicable)

**Please provide your organization's contact information.**

Organization name: Click here to enter text.

Mailing Address for the Organization: Click here to enter text.

Main contact person's name (first, last): Click here to enter text.

Main contact person's telephone number: Click here to enter text. Main contact person's e-mail: Click here to enter text. Main contact's position/title: Click here to enter text.

**APPLICATION QUESTIONS**

1. **Research Capacity and local expertise**

Tell us about your organizations experience with developing and delivering comprehensive business analysis, data-driven research, or resource development activities alongside Black or other diverse communities connecting to one or more of the following Community Wealth-building pillars:

1. Inclusion: Aims to create inclusive, living wage jobs that help all families enjoy economic security
2. Place: Develops under-utilized local assets for benefit of local residents
3. Ownership: Promotes local, broad-based ownership as the foundation of a thriving economy
4. Multipliers: Encourages institutional buy-local strategies to keep money circulating local
5. Collaboration: Brings many players to the table including anchors, nonprofits, cities, and philanthropy
6. Workforce: Links training to employment and focuses on jobs for those facing barriers to employment
7. System: Develops institutions and supportive ecosystems to create a new normal of economic activity

List up to five projects and provide a brief description of each (100 words for each project).

\*Provide a written report/examples of work for at least **one or more** of the projects listed.

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| --- | --- | --- | --- | --- |
| **Name of project** | **Brief description of the project** | **Describe the topics that were addressed in your project. How where they incorporated?** | **Population** | **Report or example resources attached (yes/no)** |
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1. **Capacity**

Describe your organizations capacity to manage project activities in each of the following areas. In your response, please include information on organization/professional expertise, local expertise, knowledge of best practices such as research techniques, and other related items. (250 words each)

Project management: Click here to enter text.

Market Analysis: Click here to enter text.

Culturally appropriate stakeholder and community engagement: Click here to enter text.

Subject matter expertise (refer to the Community Wealth Building Pillars listed in Question 1): Click here to enter text.

Development of culturally appropriate tools/resources: Click here to enter text.

Reporting: Click here to enter text.

1. Readiness

Describe the positions and their responsibilities that will be involved in leading this project (100 words for each position).

Include a brief description of the skills and expertise of the project team including subcontractors as an appendix if available.

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| **Position** | **Responsibilities** |
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\*add rows as needed

1. **Work plan**

Provide a high-level work plan to indicate how your organization will achieve all project deliverables outlined in Question 4 of the Grant guidelines (questions 4).

NOTE: The successful applicant will be asked to provide a more detailed work plan after funding has been issued.

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| **Deliverable** | **Activities** | **Timeline** |
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1. **Budget: How will your organization use the funds requested?**

**How much are you requesting? Answer:** Click here to enter text.

**What is the total program cost? Answer:** Click here to enter text.

NOTE: A more detailed budget may be requested from the successful applicant.

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| --- | --- | --- | --- |
| **Program Expenses (cash only)** | **Description of expense** | **Total Program Expense** | **Requested Amount** |
| Administration fee (up to 20% of total requested) |  |  |  |
| Trustee fee (if applicable; up to 20% of total requested) |  |  |  |
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\*add rows as needed

1. **Do you need to work with an administrative partner/trustee?**

**Answer:** Choose an item.

1. **If yes, is your administrative partner aware of your application for this funding (and the nature of your activities)?**

**Answer:** Choose an item.

1. **If yes, please provide the administrative partner's contact information:**

Name of organization: Click here to enter text.

Name of staff contact: Click here to enter text.

Email of staff contact: Click here to enter text.

Phone of staff contact: Click here to enter text.

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1. **Are you considered a B3 Organization (Black-led, Black serving, or Black focused?), and/or do you have significant previous experience working alongside the B3 business community? Please explain briefly.**

# 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 Leslie Campbell, Poverty Reduction Strategy Office at City Hall, 14th floor, East Tower, 100 Queen Street West, Toronto, ON M5H 2N2 or by email at [leslie.campbell@toronto.ca](mailto:leslie.campbell@toronto.ca).