A GUIDE TO

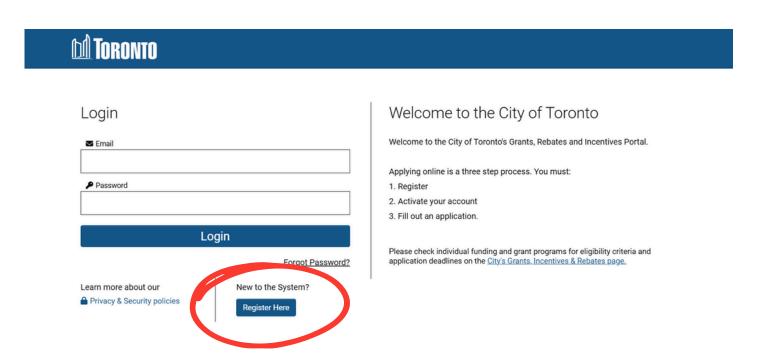# APPLYING FOR GRANTS IN THE TORONTO GRANTS, REBATES AND INCENTIVES PORTAL (TGRIP)
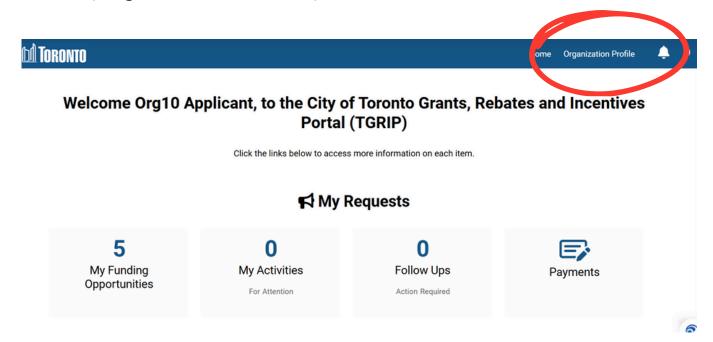
COMMUNITY FUNDING

TORONTO

In order to apply for any grants, your group must have a Toronto Grants, Rebates, Incentives Portal (TGRIP) Account. To register, click here for the website: **Toronto Grants, Rebates, Incentives Portal** (TGRIP) or visit https://cot.smartsimple.ca/s_Login.jsp

Once on the TGRIP website, click **Register Here.** Fill out the form accordingly and click submit. For grassroots, resident-led, senior-led or youth-led groups, please provide your group's name in the Organization's Legal Name section. You will receive an email to complete your registration

Completing your Organization Profile

Once you log into your TGRIP account, the next step is to complete your organization profile. Click on the **Organization Profile** tab located in the top right hand corner of your dashboard.

Please ensure you complete every tab. Remember to click **SAVE DRAFT** when moving from tab to tab. Once completed, click **SUBMIT.**

IMPORTANT: If you are a resident-led or grassroots organization, please select YES for the question: Is your group a resident-led group leading a project in your neighbourhood? under the Organization Info tab.

Once your organization profile has been submitted, you can now apply for your funding opportunity (grant).

You only need to fill out your organization file once, and it will work for all your grant applications. Be sure to update it once a year to keep your information current.