***Building Equitable Economies for Immigrants and Refugees* in PeelFunding Opportunity: FAQ and Glossary**

* [Application form](https://www.surveymonkey.com/r/FPDSJHD)

**A Note on Accessibility: Please reach out if you have any accessibility concerns which might impact your ability to apply. We are open to amending this application process to best suit your abilities.**

**Part 1: FAQ (Frequently Asked Questions)**

We’ve put together a list of questions (and accompanying answers) that you might have as you move through this application process. If you have any additional questions or concerns, please contact Karenveer at [karenveer@tamarackcommunity.ca](mailto:karenveer@tamarackcommunity.ca)

1. ***Who can apply to this funding opportunity?***

* This funding opportunity is open to all Peel-Serving or Peel-Based charities, non-profits, community agencies/groups and collaboratives who are engaged in workforce development and/or immigrant and newcomer settlement.
* You may still apply if your non-profit or community agency/group/collaborative is not a [registered charity](https://www.canada.ca/en/revenue-agency/services/charities-giving/giving-charity-information-donors/about-registered-charities/what-difference-between-a-registered-charity-a-non-profit-organization.html). Applicants who are not registered charities will be required to have a fiscal sponsor.
  + A fiscal sponsor is a registered charity with the organizational and financial infrastructure to administer your group's funding.
* If you are not a registered charity and are struggling to find a fiscal sponsor, please reach out to the Tamarack team. We can support you in finding and connecting with an appropriate fiscal sponsor.

1. ***How should we incorporate an emphasis on collaboration within our proposal?***

* The purpose of this funding opportunity is to build the capacity of the workforce development and immigrant and newcomer settlement sector. Therefore, we are looking for applications that demonstrate holistic, responsive and collaborative solutions.
* We encourage applicants to deeply reflect on how they might develop the sector by engaging in deep partnerships. We’re looking for groups who are moving past siloed work and moving towards working collaboratively.
* We will look favorably upon applications that are considering involving various stakeholders within their process. For example, this may include involving various small to medium sized businesses and grassroots groups/collaboratives within the project strategy.
* ***Guiding Questions to Consider***:
  + Who can we work with so that our project reflects diverse perspectives?
  + How can we use this as an opportunity to build relationships with grassroots organizations or other industry professionals?

1. ***How much funding can I apply for?***

* The People’s Panel will have **$600 000** available to fund a mix of small-scale and large-scale projects
* There will be 2 funding streams:
  + **Stream 1 ($50 000-$75 000):** This funding stream is for single-organizations who are not working with other organizations to put forth an application. The projects funded within this stream will be smaller-scale projects.
  + **Stream 2 ($75 000** - $150 000): This funding stream is for joint applications from several organizations working together on a collaborative project. The projects funded within this stream will larger-scale projects.

1. ***How will applications be assessed?***

* Applications will be assessed on how they demonstrate **relevance and a needs-based approach**; how they engage with the **fund’s objectives**; how they incorporate an **equity-focused lens**; how they demonstrate their project’s **proposed impact**; how they foster deep **engagement** through a focus on **collaboration**; and on how they demonstrate a focus on **accountability** and transparency.

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| ***Assessment Criteria*** | ***Questions to Consider*** |
| 1. Relevance and Needs-Based | * Is this project relevant? Does it thoroughly engage the fund’s proposed intentions? * Is the project responsive? Does it respond to the recognized needs of marginalized immigrants and refugees? |
| 1. Alignment with the Fund’s Objectives | * Has the project made explicit connections to one or more of the fund’s objectives? |
| 1. Equity | * Has this project been designed with a focus on equity and intersectionality? *(Especially with how they understand the needs and lived realities of their key demographics)* |
| 1. Impact | * How will this project demonstrate impact? Can it be measured? How will it be achieved? |
| 1. Engagement and Collaboration | * How will this project engage industry? How will this project engage the broader Peel community/sector? Are they making attempts towards building meaningful partnerships? |
| 1. Accountability | * How will this project be accountable to their Peel stakeholders? Are there mechanisms that enable stakeholders (service users and the roader community) to provide input on decisions that impact them? Does this project incorporate any participatory approaches to decision-making? |

1. ***What information do I need to submit a proposal?***

* Interested applicants are encouraged to fill out this [application form](https://www.surveymonkey.com/r/FPDSJHD).
* Applicants will be required to upload their most recent financial statements (audited or not), most recent activity reports, charitable registration number, and their proposed budget for this fund. If you are not a registered charity (e.g. you don’t have a charitable number), you will need to work with a fiscal-sponsor that is a registered charity. In this case, please also include your fiscal-sponsor’s charitable number, most recent financial statements and most recent activity report.
* If you are putting forth a collaborative application, please select a main applicant who will submit the application on behalf of your group. Please also make sure to include the names, contact info and project roles of your co-applicants.
* You are not required to have a collaboration agreement prepared at this stage. If your project has been selected, we will support you in the creation of a collaboration agreement which will detail how each participating group will be involved in the project.

1. ***What are the eligible and ineligible expenditures?***

* **Eligible expenditures** include: wages and benefits (for existing or additional staff), fees for professional services, materials and supplies, printing and communication, data collection/evaluation and learning, equipment rental/lease/maintenance, administration costs associated with the project. Fiscal sponsors may charge a fee of up to 10% of the grant.
* **Ineligible expenditures** include: purchase of real property (land or buildings); use for financial stabilization or recovery of the organization's general operations; funding for any activity taking place outside of the Peel region; expenses incurred prior to May 1st 2022. Grants received through this fund cannot be used for fundraising purposes, to generate a profit or an income for the recipient organization.

1. ***Who will be making the funding decisions?***

* This funding opportunity was designed using a participatory model. Engaged members of the Peel community were asked to join our People’s Panel. Together, they reflected on their lived experiences and sector knowledge to put together this funding opportunity.
* The People’s Panel will also be making funding decisions. Together, using the criteria they designed and the considerations they raised, they will decide which projects to fund.
* On potential **Conflict of Interest**:
  + This process is grounded in trust, accountability and transparency. If a conflict of interest or perceived conflict of interest (anything that might impact a panel member’s ability to offer fair and unbiased assessment) emerges, the panel member will step down from their position.

1. ***What is the deadline for the application and what support can I receive during this grant-writing process?***

* We will be accepting applications until our deadline on March 9th, 2022 @ 5 pm
* On February 2nd we will be hosting an Info-Webinar. We will discuss how this opportunity emerged, the process of designing this grant and what we hope to achieve through this opportunity. There will also be time set aside for any questions or concerns.
* On February 15th from 1-2 pm and March 1st from 12-1pm we will be holding Drop-In Coaching calls. This will be an opportunity to ask specific questions regarding your application.
* Throughout your grant writing process, you may also reach out to Tamarack with your questions/concerns through email.
  + Please contact Karenveer at [karenveer@tamarackcommunity.ca](mailto:karenveer@tamarackcommunity.ca)

1. ***Once selected, what will the reporting process be like?***

* Once selected, grantees will sign a grant agreement with Tamarack, and can expect a mid-term project meeting with Tamarack. Upon completion of the project, grantees will also be expected to submit a final report and budget

**Part 2: Glossary**

This funding opportunity utilizes specific language when describing intentions, objectives, potential strategies and assessment criteria. Below are a list of terms and accompanying definitions. We have adapted these definitions so that they are grounded in the focus of our funding opportunity.

**Accountability:** Within the context of this fund, accountability refers to the responsibility groups have to their stakeholders (this includes their service users and the broader Peel Community). This involves implementing processes and mechanisms within programming efforts to allow stakeholders the opportunity to provide input on decisions that might impact them.

**Collaboration**: In the context of this fund, collaboration refers to the efforts made by a group to develop mutually beneficial and deep partnerships to work towards a common goal. Collaboration looks like the involvement of diverse stakeholders and incorporating their perspective into the design and implementation process.

**Equity:** In the context of this fund, equity refers to a perspective that recognizes and aptly responds to the many different and overlapping circumstances that can impact an individual/group of people. The implementation of an equity driven strategy involves allocating resources and opportunities based on the needs and circumstances of key demographics.

**Holistic Approach**: In the context of this fund, a holistic approach is an approach that considers the whole experience of immigrants and refugees. It does not compartmentalize how immigrants and refugees navigate employment and settlement. Instead, understanding is grounded in an overall awareness of the social, emotional and economic well-being of these key demographics.

**Intersectionality**: In the context of this fund, intersectionality refers to the consideration given to how various identities and lived-experiences can intersect and how this might uniquely impact the type of discrimination and disadvantages faced by an individual/group of people. Therefore, responsive solution strategies must consider the unique and overlapping identities and lived experiences of their key demographics

**Marginalized Immigrants and Refugees:** In the context of this fund, the marginalization of immigrants and refugees refers to both a process and a condition that prevents individuals or groups from full participation in social and economic life. Discrimination or exclusion from economic opportunities can impact on a wide range of groups based on immigration status, country of origin, race, language, etc. such as but not limited to racialized groups, particularly women, undocumented migrants, newcomers, including seniors, international students, precariously employed, unemployed or underemployed immigrants and refugees, low-income immigrants and refugees).

**Systems Change:** In the context of this fund, systems-change refers to the shifting of conditions (such as policies and practices, resource flows, relationships and connections) that hold problems in place. A focus on systems-change recognizes the role systemic conditions play in perpetuating inequities. A systems-change focused solution works towards addressing and engaging these systemic conditions.