

City of Brantford Community Grants Program

“City Grants”

Application Questions

Updated November 2025

Eligibility Check

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Applicants do not need to be a Registered Charity or an Incorporated Not-For-Profit to be eligible for the City Grants program, as long as they are able to submit a complete application and provide the mandatory supporting documents.

Please confirm that you have available, and will include the following mandatory supporting documents. Applications will not be considered if these documents are not included with the application. For descriptions and examples of acceptable documents, please see the City of Brantford Community Grant Guidelines at: <https://bit.ly/4qZZVxd>

- List of Board Members
- Organization’s Most Recent Financial Statements
- Budget for Funding Request (specific to project/program/event being applied for)
- Organization’s Annual Budget for the current year
- Organization’s By-Laws or Terms of Reference (if Brant Community Foundation does not already have on file or if by-laws have changed).
 - We have the required documents and will provide them with the application.
 - We are unable to provide the required documents.

Organization's Service Area*

If an applicant’s organizational mandate extends beyond the municipal boundaries of the City of Brantford, they must demonstrate that at least 75% of the individuals and/or groups served by the requested funds are Brantford residents. Please confirm if at least 75% of those served by this funding request are residents of Brantford.

- At least 75% of those served by this request are residents of Brantford.
- This funding request does not meet the described service area requirement.

Religious and Political Requests*

The City of Brantford cannot make grants for projects, activities, and/or programming that are religious or political in nature.

Note: programs offered by a religious organization or in a religious building **are eligible** if the programming is not religious in nature.

- For example, a meal program offered in a religious building is eligible for funding.
- However, repairs to religious buildings, even if non-religious programs are offered in these buildings, are not eligible.
 - I confirm this application is not religious or political in nature.
 - This application is religious or political in nature.

Have you explored or pursued other sources of funding outside of this grant?*

Applicants must demonstrate that the City of Brantford Community Grants are not the only primary source of funding. Have you explored / pursued other sources of funding? This can include fundraising, preparing or submitting other grant applications, etc. Please note other funding sources do not need to be secured.

- Yes, other sources of funding have been explored and/or pursued.
- No, other sources of funding have not been explored and/or pursued.

Required Documents

Attach your organization's most recent annual financial statements.*

Upload audited statements if available. Please note an annual budget does not qualify as a financial statement. Accepted forms of financial statements are outlined in the full guidelines available at:

<https://bit.ly/4qZZVxd>. [10 MiB allowed]

Upload the organization's itemized Annual Operating Budget for the current year.*

Include itemized sources of revenue AND expected expenses over a 12 month period. This period must at least partially cover the year in which you are applying. [5 MiB allowed]

Upload the budget specific to the requested funds.*

The total of itemized expenses must equal the amount being requested. If you are applying to more than one stream, a budget for each stream can be included in the same document.

Include Estimated Revenue: Provide itemized sources and amounts of estimated revenue such as fees, donations, earned revenue, fundraising (specific), grants requested, funding confirmed and how much is being requested from the City of Brantford.

Include Estimated Expenses: List items for which funding is requested and amounts, such as salaries, fees, honoraria, printing, materials and supplies, advertising and promoting, office expenses, location or service fees.

Examples of eligible and ineligible funding request items are listed in the full guidelines, available here: <https://bit.ly/4qZZVxd>. [5 MiB allowed]

List of Board Members*

Upload a list of Board or Committee Members, including names and position titles. [1 MiB allowed]

By-Laws or Terms of Reference*

Are you submitting your by-laws or terms of reference with this application, or does the Brant Community Foundation have them on file? If you are unsure if the Foundation has your by-laws on file, please contact grants@brantcf.ca

- By-Laws are being submitted with this application
- The BCF has our by-laws on file

Upload By-Laws or Terms of Reference if we do not have them on file.

Upload a file. [10 MiB allowed]

Applicant Details

If you are applying to more than one stream, please enter the total grant amount requested.

Amount of Grant Request*

Maximum Request Amounts

Operational - \$10,000

Capital / Seed - \$15,000

Event - \$5,000

Name and Title of Chief Executive authorizing this request*:

Typed name constitutes a digital signature.

I, the undersigned, declare that:

- I am the Principal Officer of this organization or the individual making the request.
- I have been authorized to make this application on behalf of the organization or another individual.
- I agree that the information provided is true and accurate to the best of my ability.

Date Signed:

About Your Funding Request

Application Title*

What is your project / program / event called?

Purpose of Funding Request*

What are you requesting funds for? What will the funding specifically accomplish, and how does this relate to your overall aims? What are the main goals and purposes for which funding is requested?
4,500 characters

What is the projected start-up date?*

When are the grant funds expected to be spent?*

Who will benefit from this grant?*

How will the funds be used to benefit the community? What specific population(s) will benefit? 3,000 characters

How does this funding request align with the Safety and Wellbeing Plan?*

Preference will be given to projects that align with at least one of the priorities of the City of Brantford's Community Safety and Wellbeing Plan. Please identify the priority need(s) with which your project aligns. Check all that apply.

Information on the City of Brantford Community Safety and Wellbeing Plan Available is available here: <https://www.brantford.ca/en/your-government/community-safety-and-well-being-plan.aspx>

Priority Descriptions:

- **Access to Healthcare:** Projects that support access to equitable, timely, and coordinated healthcare.
- **Food Security:** Projects that strengthen local systems to increase access to affordable, nutritious food.
- **Substance Use and Mental Health:** Projects that contribute to education, prevention, treatment, and/or advocacy surrounding substance use and mental health, especially those that focus on individuals and groups most affected.
- **Intimate Partner and Gender-Based Violence:** Projects that contribute to education, prevention, and/or advocacy surrounding intimate partner and/or gender-based violence, especially those that focus on individuals or groups most affected (ex. 2SLGBTQ+ individuals and communities).

- **Climate Change:** Projects that promote sustainable practices and collective action to build environmental resilience.
- **Truth and Reconciliation:** Projects that foster respect, understanding, and equity in relationships with Indigenous communities.
- **Housing Solutions:** Projects that contribute to the local availability of and access to affordable and/or supportive housing.
- **Inclusive, Safe, and Vibrant Neighbourhoods:**
 - Projects that contribute to community safety, inclusivity, connectivity, vibrancy, and/or creativity (ex. events, arts and culture, heritage, recreation, social activity groups, etc.).
 - Projects that contribute to cultural learning, anti-discrimination, anti-racism, and/or accessibility (ex. trainings, education materials, community arts projects, community engagement activities, etc.).
- **Economic and Community Investment:** Projects that drive local economic growth and opportunities for a thriving community.
- **Children and Youth:** Projects that contribute to health, wellness, safety, and/or social inclusion of children and youth.
- **Older Adults:** Projects that contribute to the health, wellness, safety, and/or social inclusion of older adults and seniors.
 - Access to Healthcare
 - Food Security
 - Substance Use & Mental Health
 - Intimate Partner & Gender-Based Violence
 - Climate Change
 - Truth & Reconciliation
 - Housing Solutions
 - Inclusive, Safe & Vibrant Neighbourhoods
 - Economic & Community Investment
 - Children & Youth
 - Older Adults
 - Other

If Other, Please Specify:

Describe how your project aligns with the priority need(s) you selected.* 1,000 characters

Other Funding Sources*

What other funding sources have committed or will be approached? What are your plans to seek other sources of funding? Details about other funding sources should appear in full on budget documents. Funding does not need to be secured, but applicants must explain what other funding sources have been explored or pursued. 3,000 characters

Will it be possible to use partial funding?*

- Yes
- No

If you receive partial funding, how will you use the funds you receive?* 2,500 characters

Additional Information

Please provide any additional information the Brant Community Foundation should know about your funding request. 3,500 characters

About Your Organization

Organization Information*

Comment on the following information concerning your organization:

- Programs Offered
- Founding Date
- Who it Serves
- Geographic area it Serves
- Staff/Volunteer Base
- Achievements
- Other relevant information
- If applicable, describe your sponsoring organization, as well as information about your own history and project.

3,000 characters

How often does your Board/ Committee meet during the year?*

Are Board / Committee Meeting Minutes Kept?*

- Yes
- No

Total Annual Operating Revenue*

What is your organization's total annual operating revenue for the year in which you are applying?

Total Annual Operating Expenses*

What is the total of your organization's annual operating expenses for the year in which you are applying?

Does your organization have a reserve fund?*

- Yes
- No

If Yes, please state the amount and purpose of the fund. 1,500 characters

Grant Stream

Select Grant Stream*

Select the grant stream you would like to apply to. Please note applicants cannot apply to a grant stream twice per granting year. A granting year runs from Fall 2025 – Spring 2026. For example: if an applicant applies to the Operational Stream in Fall 2025, they cannot apply to Operational Stream again in Spring 2026.

Please note funding requests for events must go through the Event Stream, and not Operational. This includes applications for Brantford International Villages events. Please note groups that host International Villages can apply for Operational Funding for costs not related to International Villages events.

- Operational
- Start-Up / Capital
- Event

Operational Stream

Amount of Operational Funding Request* Character Limit: 20

Operational Funding Request Description*

Please describe the operational expenses for which you are requesting funds. Character Limit: 4000

Is this the first application from your organization?*

- Yes
- No

Do any other organizations in the City provide similar services?*

- Yes
- No

If Yes, how will you collaborate with other organizations providing similar services? 2,500 characters

Sustainability*

How will the funding support your organization in the long-term? 2,000 characters

Start-Up / Capital Stream

Amount of Start-Up / Capital Request* Character Limit: 20

Project Description*

Please describe how the funding will be used as either start-up funding for a new project/program or for the expansion of an existing project/program. 3,000 characters

Project Sustainability*

If the application is for start-up funding, how will the project be financed in the future? 2,500 characters

Do any other organizations in the City provide similar services?*

- Yes
- No

If Yes, how will you collaborate with other organizations providing similar services? 2,500 characters

Describe the capital expenses for which funds are being requested.* 3,000 characters

Evaluating Success* What does success mean to you in terms of the project / program? How will you measure success? 4,000 characters

Event Stream

Amount of Event Request* Character Limit: 20

Name of Event*

Date of Event*

Location of Event*

Is the event open to the entire City of Brantford?*

- Yes
- No

Describe the Event* 4,000 characters

Is this a one-time event, or a recurring event?*

- One-time
- Recurring

If the event is recurring, how will the event be financed in the future? 2,000 characters

Evaluating Success* What does success mean to you in terms of the event? How will you measure success of the event? 2,500 characters