Frequently asked questions:

Status of Women Community Grant Program

Grant guidelines, applications and instructions are available online at:
alberta.ca/StatusOfWomenGrants

Below are some frequently asked questions about the grant program you may find helpful.

Who can apply?

- Registered, not-for-profit and charitable organizations working toward gender equality are eligible to apply for this program. First Nations and Metis Settlements are also eligible.
- Eligible organizations can collaborate and partner with post-secondary institutions, local government, other not-for profits or non-registered organizations on their projects.
- Projects or programs need to meet at least one of three priority areas:
    - preventing and responding to gender-based violence
    - increasing women's economic security
    - increasing women in leadership and democratic participation
- Educational institutions (schools, universities, etc.) or provincial and local government departments, agencies, boards or commissions are not eligible.

What's new about the Community Grant Program for 2018/19?

- In addition to the existing Projects and Events stream (which closed on October 30, 2018), two new funding streams were announced on November 27, 2018:

The Seed Stream
- A micro-grant aimed at new and emerging not-for-profits and charitable organizations.
- It is designed to build capacity by supporting these organizations to pilot a new and innovative initiative. The focus of this stream is concept proposals.
- Each grant can provide up to $10,000 per organization to:
    - address women's needs creatively
    - pilot new and innovative initiatives that facilitate the participation of marginalized populations or employ an intersectional perspective
    - seek objectives that broadly relate to the Status of Women's three mandate areas

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The Systemic Stream
- Designed for established organizations to create tools, resources or products that can be broadly shared to address systemic gender inequalities.
- Each grant can provide up to $100,000 per organization to:
    - Address complex systemic issues that impact women and girls in Alberta
    - Reach broader audiences and aim for longer term impacts
    - Create tools, resources or products that will be publically available to support enhance the capacity of other organizations in the sector
- Deadline for applications to the Seed and Systemic streams is **January 14, 2019, by 11:59 p.m. MST.**
- Decisions on all funding will be released by March 2019.

How much funding is available?
- A total of $2 million is available for 2018/19, which will be disbursed over two application intakes.
- The first intake closed on October 30, 2018. The second intake is open for applications until **January 14, 2019**.
- Organizations are free to apply during both intakes as long as they meet the specific criteria for the stream they are applying to.
- Organizations may apply to both funding streams providing the criteria for each stream is met; however, we strongly encourage organizations to make their strongest application a priority.

We applied for funding in October; can we still apply under the Seed and Systemic streams?
- Yes, provided your organization meets the outlined criteria for the Seed and Systemic streams.

How will recipients be selected?
- Criteria considered for the decision-making process includes a focus on the three priority areas of the ministry, the intended impact of the project, and the geographic distribution of the proposed projects throughout the province.
- For the Seed stream, the application review will also consider the creativity of the proposal.
- For the Systemic stream, the application review will also consider the extent and impact of the community knowledge sharing and systemic inequality that will be addressed through the project.

Can I get funding for a project before April 2018?
- Funding is only provided for activities that occur starting April 1, 2019 and are completed by March 31, 2020. Funds must be spent within this period or returned to Alberta Status of Women.

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Is multi-year funding available?	• No. The grants are for projects and activities completed within the 12-month period.
Our organization received funding for a project last year, can we apply again?	• Status of Women only provides one-time funding per project. • Organizations may apply in multiple years for different projects. • The new streams of the grant program have been designed to build capacity for emerging organizations under the Seed stream and established organizations under the Systemic stream.
Our application for funding was declined in the previous cycle. Can we apply again?	• If your application was not successful, we encourage you to apply again, provided your project meets the criteria for the specific funding stream for which you are applying. • Please use the forms on the website alberta.ca/StatusOfWomenGrants. Do not re-submit old applications.
Can grant funding be used to support activities outside of Alberta?	• All activities funded by the grant must be used to benefit women and girls in Alberta
Can national organizations apply, if supported by a provincial association and/or organization?	• Yes, but they need to demonstrate how and why their project will advance gender equality in Alberta. The project must also take place in Alberta.
I am not sure how to conduct a Gender Based Analysis plus (GBA+), where can I get assistance with this?	• GBA+ is an internationally used policy and research tool that helps to identify who benefits and who is excluded from an organization's decisions, programs, policies and services. • This approach was developed by the Government of Canada under the Office of Status of Women. Online training is offered on the Status of Women Canada website. Click here to find out more about GBA+ and access online training.
Can organizations partner to deliver a project?	• Collaborative partnerships are strongly encouraged to build capacity and maximize the impact of the project. • All collaborating partners must provide a letter outlining their commitment and specific contributions to the project.

What expenses are eligible?	• Eligible expenses are listed on the Community Grant Program website: alberta.ca/StatusOfWomenGrants
	• Indirect administrative and salary costs are not eligible expenses.
	• Administration costs, as a percentage of the total funding request, are not eligible (for example 10 per cent of total costs).
	• Salary expenses may be considered for activities directly related to the project; however, it is recommended applicants discuss salary expenses with program staff before submitting their application to ensure they have provided clear and sufficient rationale.
	• Expenses for honorariums may be considered; however, it is recommended to contact program staff in advance of submitting the application to clarify this in relation to the project.
	• Contact program staff at sw.grants@gov.ab.ca for any further clarification on budget expenses.

| **What is a fiscal agent?** | • A fiscal agent is a partnering registered not-for-profit or charitable organization that holds and disburses the grant funding for the applicant organization in cases where the applicant organization does not have this capability. The fiscal agent shares fiscal accountability for the grant funding with the primary applicant, and may or may not have any other role in the project. |

| **Can First Nations or Metis Settlements directly apply as the primary agent?** | • A Band Council or Metis Settlement can be a primary applicant or a fiscal agent for a community coalition within a First Nation or Metis Settlement. |

| **Will a list of all recipients be publicly available?** | • Yes, a list of all the recipients will be available on alberta.ca/StatusOfWomenGrants |

Why was the Alberta Status of Women Community Grant created?	• It's one of the ways our government is making Albertans' lives better.
	• Alberta Status of Women works hard to help government make good policy and program decisions that consider the needs of women and girls, but we also acknowledge and wish to support the great work that is happening in community to advance gender equality.
	• This funding is for projects that support better outcomes for women and girls in Alberta and put the province firmly on the road to gender equality.

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How many organizations can apply?

- The number of successful applicants will depend on how many qualified applications we have and the amount of funding each selected project requires.
- The 2018/19 Community Grant Program has $2 million is available for project funding.
- Successful applicants may receive maximums of $10,000 in the Seed stream, $50,000 in the Projects and Events stream, and $100,000 in the Systemic stream.

How do I apply?

- The application forms for each stream are available on the Status of Women Community Grant website: alberta.ca/StatusOfWomenGrants
- For optimal compatibility when saving grant applications with fillable form fields, please use Adobe Reader v.10 or higher. To save your form, select 'Save As' from the file menu and save the form to your computer.
- Electronic signatures are accepted. Instructions for this can be obtained on the website.

Who can I talk to about our idea that needs funding?

- If you have questions after reviewing the grant guidelines on our website, please email sw.grants@gov.ab.ca.

What is the difference between outputs and outcomes?

- Generally speaking, outputs are immediate, tangible results of a project; for example, number of sessions held, number of people attending a session, or the creation of a manual.
- Outcomes are the longer-term results of the project or activities that speak to the change you want to see. For example, participants reporting gains in skills or knowledge, aspiring entrepreneurs who start their own business, or people diverted from an at-risk lifestyle.

What are the reporting requirements?

- Successful applicants will be required to submit a midterm report by September 30, 2019. Essentially, this is to provide details on the status of the project. This report should include an update on the timelines and budget, as well as any outcomes identified at the mid-point. This would also be the time to identify any requirements for changes or adjustments to the project that should be reported to Status of Women.
- A final report will be required, including the successful achievements of the project and final budget, detailing the use of grant funding. Receipts for expenses incurred may be requested for submission. The final report must be submitted to Alberta Status of Women within six weeks of the project completion.