Apply for funding for Community-based projects under the New Horizons for Seniors Program (up to $25,000)

From: **Employment and Social Development Canada**

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Application period

ℹ️ You can apply between November 23, 2021 to December 21, 2021 at 3 pm Eastern time.

Description of the funding

Eligible organizations can apply for up to $25,000 for projects that are led by seniors and volunteer based.

Learn more about other funding opportunities

Objective

Program objectives

Projects for regular grants (up to $25,000) must meet at least 1 of the following program objectives:

- promoting volunteerism among seniors and other generations
- engaging seniors in the community through the mentoring of others
- expanding awareness of elder abuse, including financial abuse
- supporting the social participation and inclusion of seniors
- providing capital assistance for new and existing community projects and programs for seniors

If your proposed project is requesting capital assistance, you must choose 2 program objectives.

National priorities

Projects for regular grants (up to $25,000) do not have to meet 1 of the following National Priorities. However, if your project do meet 1 of the National Priorities, it will receive extra points in the assessment process.

Priority 1: Supporting healthy ageing

Including:

- addressing social isolation, including through supporting seniors' digital literacy

- addressing ageism
- mental health and dementia, and
- by developing and delivering virtual programming for the above

Priority 2: Preventing senior abuse

Including:

- helping seniors navigate access to government benefits and providing support to file their taxes
- supporting financial empowerment of seniors, and
- measures to reduce crimes and harm against seniors

Priority 3: Celebrating diversity and promoting inclusion

Including:

- promoting intergenerational mentoring and engagement, and
- serving members of the following vulnerable groups:
  - Indigenous Peoples
  - persons with disabilities
  - members of racialized and newcomer groups
  - members of LGBTQ2+ communities, and
  - low-income seniors and veterans

Priority 4: Helping seniors to age in place

Including:

- providing practical supports to seniors to help remain in their homes longer

For example, providing access to services, tools and resources to help seniors remain in their homes longer.

Eligibility

To apply, you must meet all the following eligibility criteria.

Eligible applicants

Your organization must be 1 of the following types:

- non-profit organization
- municipality
- provincial or territorial government, institution or Crown Corporation
- Indigenous organization including:
    - band council
    - tribal council, and
    - self-government entity
- coalition, network or committee
- research organization or institute
- educational institution
- public health and social services institution
- for-profit organization provided that the nature and intent of the activity is non-commercial and does not generate profit

For organizations with offices in multiple locations, each individual location is eligible to apply for funding. However, they must operate independently and have a separate governing structure.

The following organizations are eligible with the agreement of their provincial or territorial government:

- post-secondary institutions
- social service and public health institutions
- provincially/territorially funded institutions

Organizations can only submit 1 application.

Eligible projects

Your project must meet all of the following criteria:

- be no longer than 52 weeks
- request no more than $25,000
- meet at least 1 program objective
- seniors will lead or play a vital role in its planning and/or delivery
- seek to benefit seniors and communities
- demonstrate cost effectiveness

Projects for regular grants (up to $25,000) do not have to meet 1 of the national priorities. However, if your project do meet one of the National Priorities, it will receive extra points in the assessment process.

▶ Note to organizations in Quebec

How we assess your application

If we deem that your application is eligible, we will assess it using the following criteria:

National priorities: 10% of overall assessment

- If applicable, demonstrate how your project meets at least 1 of the national priorities
- Demonstrate how your project activities reflect the new COVID reality

If your project meets any of the criteria in this section, it will receive extra points in the assessment process.

Senior involvement: 10% of overall assessment

- Demonstrate how seniors will be actively involved in the planning, development and/or implementation of your proposed project
- Outline the participation of seniors in the project activities

Benefit to seniors: 15% of overall assessment

- Demonstrate how seniors will benefit from the project
- Demonstrate how your project will address the identified needs of seniors

Benefits to the community and Community Support: 15% of overall assessment

- Describe how your project will benefit the community
- Provide a letter of support which demonstrates your project's benefit to the community

Cost effectiveness: 10% of overall assessment

- Provide a brief and clear justification of how you intend to use the money
- Demonstrate that the costs are reasonable and support the project activities

Project activities: 10% of overall assessment

1. Clearly describe activities, timelines and milestones that are specific, detailed and realistic
2. Indicate the expected results of your project. They must be clearly defined and realistic

Consideration for new or not recent recipients: 10% of overall assessment

If the organization has not received funding from NHSP in the last 5 financial fiscal years.

Priorities of funding allocations

Funding is distributed as equitably as possible with reach across all provinces and territories in Canada. Funding may be prioritized for projects that:

- specifically target vulnerable seniors' populations: 10% of overall assessment:
  - Indigenous Peoples
  - seniors with disabilities
  - members of racialized and newcomer groups
  - members of LGBTQ2+ communities
  - low income seniors, and
  - veterans
- specifically target (or reach out) to seniors in rural and remote areas: 10% of overall funding allocations

Steps to apply

You have until December 21, 2021 at 3:00 pm Eastern time to apply.

Gather your supporting documents and information

Apply online

Apply online using GCOS

Gather your supporting documents and information

A complete application form, which includes:

- a document that provides proof of operations of your organization. This is only required if you did not provide 1 of the following in your application:
  - a Canada Revenue Agency business number obtained from CRA in the last 2 years (copy must be provided with your application), or
  - a Registraire des Entreprises Québec (REQ) number obtained from the REQ, or
  - other Provincial, Territorial, Federal corporation number (copy of patent letter must be provided with your application)
- a quote from a contractor for each activity (applicable only if you are proposing renovations or a repair project), and
- a letter of community support

Make sure you have all the documents you need before you apply. If your application is incomplete, we will reject it.

How to apply

Online applications or Grants and Contributions Online Services (GCOS) must be used to apply for funding. Should you need assistance please refer to the Online Form Help section below or the nearest New Horizons for Seniors Program Office.

Apply online

1. Read the applicant guide to complete your application. This guide includes details for each question of the form
2. Complete your application online

▶ Online form help

Apply by Grants and Contributions Online Services (GCOS)

If you already have a GCOS account:

1. read the applicant guide to complete your application form. This guide includes details for each question of the form
2. apply online using GCOS

If you have questions, need help or require an accommodation please contact your nearest New Horizons for Seniors Program office.

▶ Please follow the steps below to submit Supporting Documents in an NHSP GCOS application:

After you have applied

We will review your application and evaluate all projects against a set assessment criteria and funding recommendations will be made for final approval.

We expect to make funding decisions in March 2022.

Confirmation of receipt

▶ Online

▶ Through GCOS

Contact us

If you have questions, need help or require an accommodation with this application process, contact your nearest New Horizons for Seniors Program office.

Information sessions

We will hold information sessions to provide an overview of this application process. You can participate online or by teleconference.

If you are interested, send an email to your nearest New Horizons for Seniors Program office. In your email, specify your preferred language (English or French).

Glossary

Seniors

People that are 55 years of age or older.

Vulnerable seniors population

Individuals or groups that face the greatest socio-economic barriers. These would include those living in poverty and diverse marginalized groups who are at risk of being socially excluded. For example:

- Indigenous Peoples
- seniors with disabilities
- members of racialized and newcomer groups
- members of LGBTQ2+ communities
- low-income seniors
- veterans

Capital assets

Non-consumable items that will continue to exist after the funding period ends, such as:

- equipment
- electronics
- furniture
- appliances, etc.

A capital asset may be a single item or a group of items forming 1 functional unit. For example:

- components of a public address system for seniors' events includes:
    - an amplifier ($600)
    - 2 speakers ($150 a piece)
    - microphone ($150)
    - stand and cables ($100)

This equals $1,150 since they are a collection of items that are designed to function together.

Capital assets have a purchase or lease value of more than $1,000 before taxes. Capital assets do not include construction or renovations (consult the capital expenditures below).

Capital assistance

Material and equipment that organizations are able to buy, build or repair that offers new activities or ensures the continuity of current activities.

Capital expenditures

Costs incurred to acquire or improve capital assets. These are costs related to building renovation or repair projects, such as:

- construction
- alterations
- renovations
- repairs, and
- leasehold improvements

They include items such as:

- shed or a greenhouse
- lumber
- building materials
- supplies
- windows
- labour

- contractors
- trades people, etc.

Confirmed funding

The amount of money or other in-kind contribution that an individual or organization guarantees for your project.

Honoraria

Small token payments made to express gratitude or to symbolize respect. Such payments are not used as:

- an alternative to a service contract or agreement
- professional fees, or
- as a replacement for salaries or wages

Impact

The improvement or change in the community that is attributable to a project's activities.

In-kind contributions

Non-monetary goods or services for which reimbursement will not be requested.

These contributions to the project can come from:

- the applicant organization
- other organizations, or
- partners

In-kind support may include donated equipment, services or labour necessary for your project that would have to purchase otherwise.

Mandatory employment related costs (MERCs)

Payments an employer is required by law to make in respect of its employees such as:

- Employment Insurance
- Canada Pension Plan/Québec Pension Plan premiums

- workers' compensation premiums
- vacation pay
- Employer Health Tax
- benefits which refer to payments an employer is required to make in respect of its employees by virtue of company policy or a collective agreement

Organization's primary activities

The main activities of your organization or business (goods and/or services), including your:

- mission
- mandate, and
- objectives

Explain how your organization serves seniors (if applicable). Ensure to include, if your organization offers accessible communication/information technology in your community.

Outputs

Direct programs or activities to generate the desired outcomes. Several activities may be undertaken to produce 1 output.

Outcomes

The changes, whether short-term, intermediate or long-term, that is expected to occur as the result of a project.

The changes may be to:

- the community in general
- to an organization, or
- to the lives of specific members of the community (individuals or groups)

There may be more than 1 outcome directly related to a project's objective. Outcomes define a project's impact and success.

Professional fees

Costs of services provided by someone who is not an employee. Professional fees often are associated with a service contract or external consultant, such as:

- external facilitators
- presenters
- trainers
- researchers

Professional fees do not include:

- staff wages
- mandatory employment-related costs
- honoraria, or
- the costs to administer the project

Project objective

The description of what the project will achieve when completed. The objective is:

- specific and measurable, and
- must meet time, budget, and quality constraints

Proof of Operations

Proof of your organization's type, legal status and governance structure: provide a document that clearly shows that your organization falls into the organization type that you have identified under question 5 of the application:

- if your organization is incorporated, attach in your application a copy of 1 of the following:
  - letters of patent
  - articles of incorporation
  - certificate of incorporation or memorandum of association
  - your rules
  - by-laws or
  - constitution

- a document from the Canada Revenue Agency (CRA) that includes your organization's business or registration number with the CRA (tax related document that includes your organization's business or registration number with the CRA)
- if your organization is not incorporated, send a copy of your rules, by-laws, council resolutions or constitution; Aboriginal organizations that are part of a band must include a copy of a Band Council Resolution (BCR) or any other permission required. Note that the BCR must reflect knowledge and approval of the activities in your proposal

Rural and remote communities
- A population of less than 1,000, and
- No, or very little access to the services of the closest municipality with a population of 1,000 or more

Related links

- New Horizons for Seniors Program

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