Building Safer Communities Grant Program

Application Guidelines

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About the Building Safer Communities (BSC) Grant Program

To implement [Niagara's Gun and Gang Prevention Strategy](#), Niagara Region will distribute funds through the Building Safer Communities Grant Program between January 1, 2024 and December 31, 2025. Grants will be awarded to support community-based prevention programs that address gun and gang violence consistent with Niagara's Gun and Gang Prevention Strategy. The Gun and Gang Prevention Strategy, and the implementation of this strategy through the Building Safer Communities Grant Program, aligns with the community safety and well-being planning framework, embedded within Niagara's Community Safety and Well-Being Plan.

The Grant Program will provide two-year grants to eligible organizations for programs to prevent youth involvement in gun and gang activity. To be considered for funding, programs must:

- Meet all applicant eligibility criteria outlined in the application guidelines (see page 6);
- Support children, youth and/or young adults (ages 6-26) in evidence-based crime prevention programs;
- Demonstrate alignment with at least one program area of focus identified in the Gun and Gang Prevention Strategy;
- Demonstrate an impact to increasing protective factors and/or decreasing risk factors for the target population;
- Demonstrate a trauma-informed approach to the delivery of service;
- Deliver all services free of charge/at no cost to program participants; and,
- Ensure equitable and inclusive service delivery to support diverse and/or marginalized populations.

For more information about local needs associated with protective and risk factors, program areas of focus for targeted investment, and best or promising practices for crime prevention programs aimed at children, youth and young adults (ages 6-26), please refer to the Gun and Gang Prevention Strategy posted on the [Building Safer Communities webpage](#).

Important Dates

Application Intake Opening: Monday, September 25, 2023

Application Intake Deadline: Friday, October 20, 2023, by 4:30 p.m.

Information Sessions for Grant Applicants

Applicants are encouraged to attend an information session to learn more about the program and the application process.

- Session 1: Monday, October 2, 2023, 10:00 a.m. to 12:00 p.m. (Virtual)
- Session 2: Wednesday, October 4, 2023, 6:00 p.m. to 8:00p.m. (Virtual)
- Session 3: Friday, October 6, 2023, 1:00 p.m. to 3:00 p.m. (In-person – Niagara Region Public Health, 200 Division St., Welland, ON)

To attend a session, please email CSWB@niagararegion.ca.

Funding decisions will be communicated in November 2023. It is anticipated that agreements will be issued to applicants approved for funding by January 2024. Please note that dates are subject to change at the discretion of Niagara Region.

Eligible Programs

Proposed programs must provide services aimed at engaging children, youth and/or young adults (ages 6-26) in evidence-based crime prevention activities.

Alignment to Prevention Program Areas

Applicants must demonstrate alignment to Niagara's defined priorities; therefore, all proposed programs must identify their alignment to *at least* one of the following 10 program areas of focus outlined in the Gun and Gang Prevention Strategy. Please note that meeting this criterion is an eligibility requirement and does not impact scoring. Therefore, proposals with multiple areas of focus will not be scored higher than others.

- Increase emotional regulation skills or the social-emotional competency of children and their parents
- Increase positive attachment to school and improve access to post-secondary education
- Prevent youth homelessness
- Support the early identification and treatment of mental health concerns for children and youth
- Provide mentoring or connection to positive peers or caring adults
- Develop youth conflict resolution skills and/or enable alternative dispute resolution
- Connect Indigenous youth and their families with traditional healing and cultural activities
- Provide substance use / addiction treatment for youth
- Intervene or prevent youth involvement in human trafficking
- Support Black and racialized youth with a positive sense of community belonging

For more information about targeted program areas of focus, applicants are encouraged to review the Gun and Gang Prevention Strategy posted on the Building Safer Communities webpage.

Program Types

The BSC Grant Program may support new programs or existing programs with incremental changes. Funding cannot be used to support current programs and ongoing core operations as they exist currently. If applicants are seeking funding for an existing program, they must explain the existing program as well as identify how the proposal is implementing a new activity or incremental change.

Risk and Protective Factors

All proposed programs must demonstrate an impact in increasing protective factors and/or decreasing risk factors for the intended target population.

Risk factors are negative circumstances in the lives of people or communities. These may increase the likelihood that individuals engage in crime. For example:

- Lack of positive adult role models
- Low self-esteem
- Substance use
- Family violence

Protective factors are positive circumstances that may help improve the lives of people and safety of communities. These may reduce the likelihood that individuals engage in crime. For example:

- Good mental, physical, spiritual and emotional health
- Strong social supports
- Positive school attachment
- Stable housing

The Gun and Gang Prevention Strategy highlights findings from local research and data collection efforts and should be referenced when providing evidence which links such factors to the anticipated impact of proposed programs.

Target Population

Age

Programs must target children, youth and/or young adults who are 6-26 years old. Proposals must identify one or more age categories that they plan to serve within their program: 6-11 years old, 12-17 years old and/or 18-26 years old.

Level of Need

Proposed programs should target youth with multiple risk factors (which could be otherwise understood as a high need population) or youth with at least one risk factor (a medium need population). Population-based interventions which target youth broadly are discouraged due to the limited funding available within this grant program.

Priority Populations

Programs are encouraged to target priority populations, which include girls/young women, Indigenous youth, Black youth and newcomer youth, as these populations are disproportionately at risk for harm, crime or victimization.

Funding Limit

Applications to the BSC Grant Program may request between $10,000 to $300,000 per year, for up to two years.

Individual and Collaborative Applications

Eligible organizations may submit one individual grant application and/or lead one collaborative grant application. There is no limit to the number of applications an organization can be listed as a supporting partner.

Niagara Region encourages collaborative applications that demonstrate a coordinated, integrated, or collective impact approach to meet community needs. Collaborative applications refer to when two or more organizations with a well-defined relationship submit an application for funding to achieve a common goal; with one of the organizations taking the lead and being fully accountable for the delivery of the proposal. Characteristics of well-defined relationships may include mutual benefit, shared organization decision-making and accountability to partners and the communities they serve. Applicants that act as the lead on a collaborative application may also submit a separate application for their organization. Please speak with a member of the Community Safety and Well-Being team to determine if this applies to your organization's funding request.

Grassroots organizations may only act as a supporting partner in collaborative applications.

Submission Instructions and Contents

Applicants must submit their application using the Good Grants online platform available at https://niagararegion.grantplatform.com/. Applications must be received by 4:30 p.m. EST on Friday, October 20, 2023.

Some considerations as you prepare your submission:

- Applicants may be requested to modify their program proposal at the discretion of Regional staff.
- Applications can include operational/administrative costs and capital items/equipment required to implement and deliver the program or improve service delivery.[1]
- It is recommended that administrative costs not exceed 10% of the overall request.

The Application submission on Good Grants must include the following:

- Completed Building Safer Communities Grant Program Application Form. All sections must be completed. Incomplete applications may be deemed ineligible.
- Quotes (if applicable): Three quotes/prices must be provided if the submission includes capital equipment or other capital items (including computers) where the dollar value of these items total $2,000 or more.
- Letter(s) of Support (if applicable): Letters of support are required from all supporting partners (such as those who provide free space and/or are essential for the delivery of the program).

Note: If approved for a grant, applicants will be required to provide proof of insurance before funds will be issued. Applicants may also be required to provide financial statements. These materials are not required with the application submission.

Eligibility Criteria

To be considered for funding, applicants must meet all the following criteria:

- Incorporated as a non-profit organization, registered charity, or be an urban off-reserve Indigenous-led organization; and have been in existence for a minimum of one year. Grassroots groups are encouraged to apply as a supporting partner within a collaborative grant application.
- Governed by a volunteer board of directors that is democratically elected, active, with a minimum of three members not related by blood or marriage.
- Provide financial statements signed by at least one director of the organization for the most recent fiscal year end and include comparative information for the prior fiscal year, upon request[2]:

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[1] Note: The Region reserves the right to direct successful grant recipients to sell, transfer or request recipients to redirect or otherwise justify the use of capital assets following the end of the program.
[2] If these are not available, alternative financial documents may be considered at the sole discretion of Niagara Region.

- Organizations with annual revenues of over $500,000 in the most recent fiscal year may be required to submit financial statements that have been audited by a licensed public accountant.
- Organizations with annual revenues between $100,000 - $500,000 in the most recent fiscal year may be required to submit financial statements that have been subjected to a review engagement by a licensed public accountant provided that an extraordinary resolution according to the Ontario Not-for-Profit Corporations Act has been passed by its members to have a review engagement instead of an audit.
- Organizations with revenues of less than $100,000 may be required to submit internally prepared financial statements that include a statement of revenues and expenses and a balance sheet for the most recent fiscal year provided that an extraordinary resolution according to the Ontario Not-for-Profit Corporations Act has been passed by its members to not appoint an auditor and to not have an audit or review engagement.

- Shall not be or have not been indebted to the Region or be in default of the terms and conditions of any agreement with Niagara Region.
- Provide information that demonstrates it does not, in the absence of the grant, have the financial resources necessary to undertake the activity for which the grant is requested.
- Submit a completed application form and confirm that all information provided in the application form and related documents is true, correct and complete, as verified by an authorized official of the organization.
- Must be willing to enter into and comply with a funding agreement in the form provided by Niagara Region.

The program for which funds are requested must:

- Support children, youth and/or young adults (ages 6-26) in evidence-based crime prevention activities.
- Demonstrate alignment with *at least* one identified program area of focus.
- Demonstrate an impact to increasing protective factors and/or decreasing risk factors for the target population.
- Ensure equitable and inclusive service delivery to support diverse and/or marginalized populations.
- Provide services to Niagara residents within the boundaries of the Niagara region.
- Provide all services free of charge/at no cost to program participants.
- Possess minimum insurance requirements, as detailed below[3]:

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[3] Additional insurance requirements may be required at the sole discretion of the Region. A funding agreement will not be issued until all insurance requirements are met.

- Commercial General Liability (CGL) Policy with coverage of a minimum of $2 million per occurrence, including Non-Owned Automobile Liability. The CGL Policy shall not contain a sexual abuse and molestation exclusion and shall provide a limit of liability for this coverage of not less than $2 million per occurrence.
  - If applicable, Owned Automobile Liability insurance (minimum of $2 million per occurrence).
  - If applicable, Professional/Errors and Omissions Liability insurance (minimum of $2 million per claim).
  - Applicants are encouraged, and may be required, to have Employee Dishonesty Coverage or a Comprehensive/Commercial Crime Policy.
  - Organizations approved for funding must add The Regional Municipality of Niagara as an additional insured under the organization's CGL policy.
  - Certificates of Insurance must be on Niagara Region's Certificate of Insurance Forms.
- Ensure that each employee of the organization working directly with, or that may come into contact with children and youth has provided a criminal record check, including a vulnerable sector screen, conducted by a police force within six (6) months before commencing work pursuant to the proposal; and ensure that each employee or agent of the organization has provided to the organization, prior to the employee commencing work pursuant to the proposal, a signed declaration, in a form satisfactory to Niagara Region, with respect to the period since the date of the last criminal reference check. The organization shall retain all record checks and declarations and make same available to Niagara Region. This requirement shall not impose any obligation upon Niagara Region to request copies of these documents and the organization accepts full responsibility in this regard.
- Operate in accordance with the Ontario Human Rights Code.
- Be compliant with all applicable rules, regulations and laws of the Government of Canada and the Province of Ontario, including those which apply to the regulation of non-profit corporations.

The following types of requests will not be considered:

- Programs or activities that do not directly benefit residents of Niagara Region and occur within the boundaries of Niagara region.
- Purchases of property.
- Financing charges, interest payments on loans, real estate fees, legal fees and costs related to easements (e.g., land surveys).
- Requests that will be used to establish/contribute to a fund within an organization for the purpose of funding individuals and/or other organizations/programs.
- Events where competition is the focus, including awards/prizes.

- Debt retirement, depreciation or deficit funding.
- Mandated government services.
- Projects/programs which are primarily or fully funded or delivered by municipalities including parks and recreation, transportation and economic development.

Outreach and Engagement

To support the promotion of this grant application opportunity to a wide and diverse audience, information will be shared using several different tactics.

Traditional Media

In an effort to ensure traditional media outlets can re-circulate the funding announcement, a media release will be issued on behalf of Niagara Region on the intake launch date: September 25, 2023.

Social Media

To support the digital traffic of the media release, Niagara Region will use its social media accounts to prompt followers to view the information.

Email Distribution

Staff will coordinate announcements through email, leveraging existing Community Safety and Well-Being mailing lists, and email distribution lists from local planning tables and foundations across service sectors. All messaging will encourage individuals and organizations to utilize their email distribution networks to share the announcements to ensure the funding opportunity reaches a diverse audience.

Public Information Sessions

As a part of the above communications, applicants will be encouraged to attend an information session to learn more about the program and the application process.

- Session 1: Monday, October 2, 2023, 10:00 a.m. to 12:00 p.m. (Virtual)
- Session 2: Wednesday, October 4, 2023, 6:00 p.m. to 8:00p.m. (Virtual)
- Session 3: Friday, October 6, 2023, 1:00 p.m. to 3:00 p.m. (In-person – Niagara Region Public Health, 200 Division St., Welland, ON)

Application Review

Applications deemed eligible by Regional Staff based on the application guidelines will be reviewed by the Building Safer Communities Grant Selection Panel.

The Grant Selection Panel, consisting of Staff, community members and subject matter experts, will make funding recommendations. Panel members will be selected on the basis of expertise, including lived expertise, and shall reflect the diversity of Niagara region.

Grant selection panelists will use a standardized scoring matrix based on the application guidelines to review applications (see Appendix A: Scoring Matrix) and will consider the potential impact of the program, evidence of the need and other factors determined appropriate by the Region. Applicants are encouraged to review the Scoring Matrix in completing their proposal to ensure that they have fully addressed the review criteria.

Niagara Region reserves the right for Staff to consider information outside of the funding application and follow-up with applicants for additional information to inform the review process, including but not limited to eligibility requirements.

Awarding and Post-Award Feedback

Funding recommendations put forward by the Grant Selection Panel, based on highest scoring applications, will be provided to the Commissioner of Community Services for consideration and approval.

All grant applicants will be notified if their application was approved or declined for funding. The Region shall determine the amount of funding to be distributed to applicants that are approved for funding. The Region may award the entire amount of funding requested or only a portion of the amount requested. Submission of an application does not constitute a guarantee of funding.

All applicants shall be informed that they can request a follow-up meeting with program staff regarding the outcome of their grant application. Applicants will be provided with the ability to meet with program staff involved in the review process to receive feedback on their application, including the decision rationale.

After this preliminary meeting, grant applicants who wish for additional clarification on the outcome of their application will be provided the opportunity to escalate their concerns to the Commissioner of Community Services, who is not a member of the initial BSCF Grant Selection Panel, through a secondary meeting. Decisions made by the Commissioner are final and are not subject to further review.

Funding Agreement

Niagara Region will issue a funding agreement to applicants approved for funding. The agreement outlines the funding relationship, including the conditions of funding, the approved use of funds, targets/outcomes and reporting requirements. Reporting requirements include mid-year progress update and an annual evaluation report, as well

as any additional requirements determined by the Region (including to support a public report to Regional Council on the outcome of the Program) and/or funding partners. Funding will only be issued when an agreement is executed. The applicant will not be reimbursed for any expenses incurred prior to the funding period identified in the Funding Agreement. The agreement will fully define the terms and conditions of funding.

Conflict of Interest

Applicants are required to avoid placing themselves in situations where their personal interests actually or potentially conflict with the interests of the Region. In this regard, applicants are expected at minimum to:

- Not take part in, or in any way influence, any Regional decision that might result in a financial or other advantage, whether direct or indirect, related to this application process and any subsequent agreement;
- Not attempt to gain an improper advantage or preferential treatment from the Grant Selection Panel or Regional employees; and,
- Provide any personal benefit, gifts, or hospitality to employees of the Region or the Grant Selection Panel.

Applicants are required to disclose to the Region any situation that could result in an actual or perceived conflict of interest. Any questions or disclosures related to conflicts of interest should be directed to CSWB@niagararegion.ca.

Notice of Collection

Information collected on grant applications will be used determine eligibility for the BSC Grant Program and to administer and report publicly (including to Regional Council) on the outcome of the Program as stated in these Guidelines. Information collected may also be used for statistical and data analytical purposes and may also be disclosed if requested in accordance with the Municipal Freedom of Information and Protection of Privacy Act. For questions about the collection, use and disclosure of information, contact CSWB@niagararegion.ca.

Accessibility Assistance

If you require this information in an alternate format or through a communication support, or if you require assistance to complete the application, please contact CSWB@niagararegion.ca.

Regional Discretion

Niagara Region reserves the right to modify requirements/criteria within these Guidelines at its sole discretion.

Questions and Contact Information

Questions can be submitted to the Community Safety and Well-Being team in the Community Services Department at CSWB@niagararegion.ca.

All frequently asked questions and answers will be posted by October 11 on the Building Safer Communities webpage.

Appendix A: Scoring Matrix

Review Criteria	High (4-5)	Medium (2-3)	Low (0-1)
Alignment with Gun and Gang Prevention Strategy Objective(s) *Section 3, Q2*	• Clear justification is provided as to why the program has been proposed, based on local needs or findings identified in the Gun and Gang Prevention Strategy • Clear description is provided as to what are the program goals, activities, targets, evaluation methods. The description addresses who is delivering the program, how, where, and when. • The proposed program is strongly aligned with one or more priority program areas.	• Limited justification is provided to support why the program has been proposed, based on local needs or findings identified in the Gun and Gang Prevention Strategy • Description is somewhat provided as to what are the program goals, activities, targets, evaluation methods, however, may be missing who is delivering the program, how, where and/or when. • The proposed program is somewhat aligned with one or more priority program types.	• Lacks justification to support why the program has been proposed, based on local needs or findings identified in the Gun and Gang Prevention Strategy • Limited description as to what are the program goals, activities, targets, evaluation methods and missing who is delivering the program, how, where and/or when. • The proposed program lacks alignment with one or more priority program types.

Review Criteria	High (4-5)	Medium (2-3)	Low (0-1)
Target Population *Section 3, Q3*	• Target population is clearly identified using sociodemographic descriptors (i.e., age, gender, race and/or other factors are provided) and target age group falls into one or more of the three prescribed categories (i.e., 6-11 years, 12-17 years, 18-26 years). • Target population is a high need population i.e., the program supports youth with multiple risk factors and/or a priority population (i.e., girls/women, Indigenous youth, Black youth or newcomer youth).	• Target population is somewhat identified (may be missing some sociodemographic descriptors), however target age group is identified and falls into one or more of the three prescribed categories (i.e., 6-11 years, 12-17 years, 18-26 years). • Target population is a medium need population i.e., the program supports youth with at least one risk factor.	• Target population is not clear (there are multiple sociodemographic descriptors missing), and does not include the target age or group does not fall into one or more of the three prescribed categories (i.e., 6-11 years, 12-17 years, 18-26 years). • Target population is not a medium or high need population group and/or the program does not focus on youth at-risk. Population may be all youth falling into the above age categories (population-based intervention).

Review Criteria	High (4-5)	Medium (2-3)	Low (0-1)
Enabling Youth Participation *Section 3, Q4*	• Potential barriers are identified (e.g., transportation, regular business hours of operation, stigma around service access, food security, etc.). • Potential barriers are addressed (e.g., bus passes, weekend and/or evening hours of service, education / information, meals or refreshments)	• Potential barriers are somewhat identified (e.g., transportation, regular business hours of operation, stigma around service access, food security, etc.). • Potential barriers are somewhat addressed (e.g., bus passes, weekend and/or evening hours of service, education / information, meals or refreshments).	• Potential barriers are not identified (e.g., transportation, regular business hours of operation, stigma around service access, food security, etc.). • Potential barriers are not addressed (e.g., bus passes, weekend and/or evening hours of service, education / information, meals or refreshments).

Review Criteria	High (4-5)	Medium (2-3)	Low (0-1)
Equitable, Inclusive & Culturally Safe Service Delivery *Section 3, Q5*	• Clearly identifies how the program will be designed to support diverse and/or marginalized youth (e.g., hiring practices will include recruitment of staff from diverse / marginalized communities who may offer service in different languages). • Clearly identifies how the program will be delivered to support diverse and/or marginalized youth (e.g., programming delivered by and for priority populations). • Clearly identifies how the program will be evaluated to support diverse and/or marginalized youth (e.g., lived experience input, client surveys).	• Somewhat identifies how the program will be designed to support diverse and/or marginalized youth (e.g., third-party interpretation services and/or translated materials are available). • Somewhat identifies how the program will be delivered to support diverse and/or marginalized youth (e.g., joint workshops, integrated services or referrals to culturally specific services). • Somewhat identifies how the program will be evaluated to support diverse and/or marginalized youth (e.g., client surveys).	• Little to no information on how the program will be designed to support diverse and/or marginalized youth (e.g., no provisions for interpretation or translation). • Little to no information on how the program will be delivered to support diverse and/or marginalized youth. • Little to no information on how the program will be evaluated to support diverse and/or marginalized youth.

Review Criteria	High (4-5)	Medium (2-3)	Low (0-1)
Trauma Informed Service Delivery *Section 3, Q6*	• Clearly identifies how adverse childhood experiences may influence participant behaviour (e.g., lack of trust, inconsistent attendance, unhealthy boundaries, or relationships). • Clearly identifies steps to implement trauma-informed practices (e.g., staff training and/or certification in trauma-informed care, program expectations require staff continuously attempt to engage and stay in touch with participants, staff model healthy relationships, programs are facilitated in comfortable and accommodating environments) to ensure participants feel safe to access the proposed program.	• Somewhat identifies how adverse childhood experiences may influence participant behaviour (e.g., lack of trust, inconsistent attendance, unhealthy boundaries, or relationships). • Somewhat identifies steps to implement trauma-informed practices (e.g., staff training and/or certification in trauma-informed care, program expectations require staff continuously attempt to engage and stay in touch with participants, staff model healthy relationships, programs are facilitated in comfortable and accommodating environments) to ensure participants feel safe to access the proposed program.	• Little to no identification of how adverse childhood experiences may influence participant behaviour (e.g., lack of trust, inconsistent attendance, unhealthy boundaries, or relationships). • Little to no identification of steps to implement trauma-informed practices (e.g., staff training and/or certification in trauma-informed care, program expectations require staff continuously attempt to engage and stay in touch with participants, staff model healthy relationships, programs are facilitated in comfortable and accommodating environments) to ensure participants feel safe to access the proposed program.

Review Criteria	High (4-5)	Medium (2-3)	Low (0-1)
Program Impact and Benefits *Section 3, Q7*	• Anticipated impact is outlined based on evidence-based or best practices for effective youth crime prevention programs (some examples of best practices described in Gun and Gang Prevention Strategy). • Clearly describes how the program will enhance protective factors and/or reduce risk factors identified in the Gun and Gang Prevention Strategy (e.g., strengthen attachment to school, increase positive sense of belonging to community, reduce substance misuse, etc.) as linked to youth criminal involvement.	• Anticipated impact is outlined based on promising practices for effective youth crime prevention programs (see promising practices described in Gun and Gang Prevention Strategy). • Somewhat describes how the program will enhance protective factors and/or reduce risk factors identified in the Gun and Gang Prevention Strategy (e.g., strengthen attachment to school, increase positive sense of belonging to community, reduce substance misuse, etc.) as linked to youth criminal involvement.	• Anticipated impact does not draw on any available evidence or research for effective youth crime prevention programs. • Little to no description of how the program will enhance protective factors and/or reduce risk factors identified in the Gun and Gang Prevention Strategy (e.g., strengthen attachment to school, increase positive sense of belonging to community, reduce substance misuse, etc.) as linked to youth criminal involvement.

Review Criteria	High (4-5)	Medium (2-3)	Low (0-1)
Evidence of Need *Section 3, Q8*	• Clearly demonstrates a need for the proposal through strong use of evidence using qualitative and/or quantitative data collected by own organization (e.g., program evaluation), community data (e.g., Gun and Gang Prevention Strategy) and/or broader literature. • The evidence provided aligns with the need that will be addressed by the program (i.e., identified need and project outcomes are highly aligned based on best practices).	• Mostly demonstrates a need for the proposal through somewhat satisfactory use of evidence using qualitative and/or quantitative data collected by own organization (e.g., program evaluation), community data (e.g., Gun and Gang Prevention Strategy) and/or broader literature. • The evidence provided is mostly/somewhat aligned with the need that will be addressed by the program (i.e., identified need and project outcomes are mostly/somewhat aligned based on promising practices).	• Does not demonstrate a need for the proposal through use of evidence, or evidence provided is weak. • The evidence provided lacks alignment with the need that will be addressed by the program (i.e., identified need and program outcomes are poorly aligned)

Review Criteria	High (4-5)	Medium (2-3)	Low (0-1)
Organizational Fit *Section 3, Q10*	• Clearly demonstrates why the applicant is best positioned to deliver the proposed program (e.g., track record of success, capacity, or unique position to serve intended target population, long-standing partnerships which provide additional benefits to service delivery) • Describes a long-standing (10+ year) history delivering similar initiatives to at risk youth with positive results from third-party outcome evaluations. • Clearly demonstrates how the program will address a gap in services (e.g., address waitlists, provide a new service option) or will complement existing services (e.g., support transitions in care, not duplicate existing services).	• Somewhat demonstrates why the applicant is best positioned to deliver the proposed program, may be missing certain elements (e.g., track record of success, capacity, or unique position to serve intended target population, long-standing partnerships which provide additional benefits to service delivery) • Describes an adequate history (5-10 years) delivering similar initiatives to at risk youth with positive results from own outcome evaluations. • Somewhat demonstrates how the program will address a gap in services (e.g., address waitlists, provide a new service option) or will complement existing services (e.g., support transitions in care, not duplicate existing services).	• Does not demonstrate why the applicant is best positioned to deliver the proposed program, missing many or all elements (e.g., track record of success, capacity, or unique position to serve intended target population, long-standing partnerships which provide additional benefits to service delivery) • Describes a limited or minimal history (1-4 years) delivering similar initiatives to at risk youth with limited or no outcome evaluations completed. • Does not demonstrate how the program will address a gap in services or will complement existing services; the proposal may duplicate current services.

Review Criteria	High (4-5)	Medium (2-3)	Low (0-1)
Program Sustainability *Section 3, Q11*	• Sustainability plan clearly identifies how alternate forms of funding will be pursued based on successful program outcomes (i.e., develop business cases or submit applications to other levels of government, community foundations, etc.). • Program has collaborating partners that contribute resources or in-kind contributions.	• Sustainability plan somewhat identifies how alternate forms of funding will be pursued based on successful outcomes (e.g., speaks generally to applying for additional funding but doesn't outline which sources or potential opportunities). • Program has collaborating partners who contribute minimal in-kind contributions.	• Sustainability plan has little to no information on how alternate forms of funding will be pursued based on successful outcomes. • Program does not have collaborating partners who contribute in-kind resources.

Review Criteria	High (4-5)	Medium (2-3)	Low (0-1)
Integrated or Collaborative Service Delivery *Section 4*	• Partnerships include those with integrated planning or service delivery across the project lifecycle (e.g., program co-design, joint implementation – recruiting participants, co-delivering services/joint case management, etc., and co-evaluation) • All partnerships identified are established.	• Partnerships may involve some degree of collaborative service delivery at one or more stages of the project lifecycle (e.g., staff from collaborating org may deliver workshops or training to staff or participants of lead org. programming, referral pathways have been identified for participants to facilitate warm transfers between service providers, etc.) • Partnerships identified are a relative mix of established vs. under development.	• No partnerships identified or partnerships identified are mostly superficial / do not involve collaborative service delivery (e.g., collaborating partner provides in-kind support for program space) • All partnerships identified are under development.

Review Criteria	High (4-5)	Medium (2-3)	Low (0-1)
Use of Funds/ Resources *Section 3, Q9 and Section 5*	• Proposed use of resources is efficient (e.g., Less than 10% of the budget is administrative costs). • Budget is specific and realistic (e.g., mileage is appropriate considering program model, staffing and geographic area covered; salaries/wages are justified based on qualifications, hours, etc.). • Budget is clearly aligned with program activities/outcomes (i.e., budget line items reflect all activities required to deliver program as proposed, such as recruitment, training, staffing and program delivery costs – space, materials, and equipment, honourariums, transportation or food costs to support participation).	• Proposed use of resources is mostly/somewhat efficient (e.g., 10% of budget is administrative costs). • Budget is mostly specific and realistic, but requires further clarity in some areas (e.g., mileage may be appropriate but lacks fulsome rationale based on program model, staffing and geographic area covered; salaries/wages are somewhat justified based on either qualifications or hours, etc.). • Budget is somewhat/mostly aligned with program activities/outcomes (i.e., budget line items reflect most activities required to deliver program as proposed, such as recruitment, training, staffing and program delivery costs – space, honourariums, transportation or food costs to support participation).	• Proposed use of resources lacks efficiency (e.g., more than 10% of budget is administrative costs). • Budget is incomplete, lacks clarity or is unrealistic (e.g., mileage is missing however program is based on an outreach model; salaries/wages are not justified based on qualifications or hours, etc.). • Budget lacks alignment with program activities/outcomes (i.e., budget line items do not reflect activities required to deliver program as proposed, such as recruitment, training, staffing and program delivery costs – space, honourariums, transportation or food costs to support participation).

Work Plan: Goals Activities Targets/Objectives Evaluation Methods *Section 6*	• Goals are clearly linked to improving youth well-being and resiliency (e.g., positive changes in awareness, skills, and motivations among at-risk youth) • Activities are clearly linked to program goals (e.g., recruit participants, conduct assessments, deliver intervention, measure results) • Targets/objectives are clearly linked to the delivery of a program for at-risk youth (e.g., # of participants, % change in youth's knowledge, attitudes, risk/protective factors, and behaviours, etc.) • Targets/objectives are achievable/realistic and are likely to result in a high level of impact. • Targets/objectives are specific/measurable. • Evaluation methods are evidence-based and include both quantitative and qualitative methods. • Clear and realistic evaluation plan; evaluation methods are aligned with	• Goals are somewhat linked to improving youth well-being and resiliency (e.g., positive changes in awareness, skills, and motivations among at-risk youth) • Activities are somewhat linked to program goals but may be missing key elements required to deliver the program (e.g., recruit participants, conduct assessments, deliver intervention, measure results). • Targets/objectives are somewhat linked to the delivery of a program for at-risk youth but may be missing some connection back to identified goals (e.g., # of participants, % change in youth's knowledge, attitudes, risk/protective factors, and behaviours, etc.). • Targets/objectives are mostly/somewhat achievable/realistic and likely to result in a moderate level of impact. • Some targets/objectives are specific/measurable Evaluation methods	• Goals demonstrate a limited link or an absence of improving youth well-being and resiliency (e.g., positive changes in awareness, skills, and motivations among at-risk youth) • Activities are limited or do not demonstrate a link to program goals (e.g., recruit participants, conduct assessments, deliver intervention, measure results). • Targets/objectives are limited or do not demonstrate a link to the delivery of a program for at-risk youth (e.g., # of participants, % change in youth's knowledge, attitudes, risk/protective factors, and behaviours, etc.). • Targets/objectives are not achievable/realistic and unlikely to result in meaningful impact. • Targets lack specificity/measurability. • Evaluation methods are limited or absent from the workplan.

Review Criteria	High (4-5)	Medium (2-3)	Low (0-1)
	the targets/objectives they are intended to measure. • Clear work plan with alignment between goals, targets, activities, and evaluation methods. • There is a clear link between the work plan and other components of the application. • Overall, the work plan demonstrates a clear approach to implementation.	include quantitative or qualitative methods. • Mostly/somewhat clear and realistic evaluation plan; evaluation methods are mostly/somewhat aligned with the targets/objectives they are intended to measure. • Mostly clear work plan with moderate alignment between goals, targets, activities and evaluation methods. • There is link between most elements of the work plan and other components of the application. • Overall, the work plan demonstrates a mostly/somewhat clear approach to implementation.	• Evaluation plan is not clear or realistic; evaluation methods lack alignment with targets/objectives they are intended to measure. • Work plan lacks clarity, weak alignment between goals, targets, activities, and evaluation methods. • There are missing links between the work plan and other components of the application. • Overall, the work plan does not demonstrate a clear approach to implementation.

Review Criteria	High (4-5)	Medium (2-3)	Low (0-1)
Overall Business Case	• If funded, the proposal is likely to result in a high level of impact for the target population, based on evidence provided. • The proposal is addressing a high level of need in Niagara, based on the Gun and Gang Prevention Strategy. • It is very likely that impact will be sustained beyond the funding period. • The proposal demonstrates a highly collaborative approach with accompanying letter(s) of support from partners involved in integrated service delivery. • The proposal demonstrates that it reaches and supports diverse and/or marginalized populations in Niagara. • The proposal is based on evidence-based best practices. • Overall, the program is very likely to be successfully implemented based on the proposed workplan and budget.	• If funded, the proposal is likely to result in a moderate level of impact for the target population, based on evidence provided. • The proposal is addressing a moderate level of need in Niagara, based on the Gun and Gang Prevention Strategy. • It is somewhat likely that impact will be sustained beyond the funding period. • The proposal demonstrates a somewhat collaborative approach, with accompanying letter(s) of support from partners involved in providing in-kind resources. • The proposal somewhat reaches and supports diverse and/or marginalized populations in Niagara. • The proposal based on promising practices. • Overall, the program is somewhat likely to be successfully implemented based on the proposed workplan and budget.	• If funded, the proposal is unlikely to result in significant impact for the target population, based on evidence provided. • The proposal is not addressing a priority need in Niagara, based on the Gun and Gang Prevention Strategy. • It is unlikely that any impact will be sustained beyond the funding period. • A collaborative approach is not demonstrated. • The proposal does not reach and support diverse and/or marginalized populations in Niagara. • The proposal is not based on either evidence-based best or promising practices. • Overall, the program is unlikely to be successfully implemented based on the proposed workplan and budget.