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unitedwayofquinte.ca

Collaboration Grant

Application & Guidelines

A guide to assist with the completion of a Collaboration Grant application.

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Collaboration Grants

Organizations can achieve more working together than they can alone.

What is Collaboration?

Collaboration is commonly interchanged with terms such as “networking,” and “cooperation” so there is sometimes confusion around the true meaning of collaboration.

Networking is exchanging information for mutual benefit.*

Cooperation is a shorter term, informal relationship for sharing information only. Goals, resources and structures are individualized *

Collaboration is a mutually beneficial and well-defined relationship entered into by two or more organizations to achieve results they are more likely to achieve together than alone. **

It is focused on creating interdependence among organizations changing the way organizations work together.

Collaboration results in systems change. It implies a more durable and pervasive relationship. There is a common mission to achieve something greater than a single project or task. Collaboration is a mutually beneficial and well defined relationship of two or more organizations which enables the development or enhancement of a service or product that cannot be created alone. Collaboration brings together knowledge and experience to improve the process and outcomes of complex system.

The Collaboration Grants are designed to support teams of two or more community-based organizations working together to create or build upon unique and innovative partnerships to:

- 1 achieve measurable outcomes for the people they serve,
- 2 work on community-wide initiatives and/or
- 3 create efficiencies for both (or all) of the involved organizations.



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The grants will focus on the following areas:

- Shared services/program collaboration
- Mergers, and/or
- Shared operation supports.

Grants will be a maximum of \$7,500

Funding Guidelines

In order to be considered for a Collaboration Grant:

- Organizations must apply jointly for this grant and must demonstrate an existing or developing partnership on a program or operations matter that could be made more efficient.
- Organizations must demonstrate how they will use the grant to develop and implement effective collaboration strategies and plans to achieve shared positive outcomes benefitting two or more agencies.
- Project plans must increase the quantity, quality, or efficiency of the services, operations or capacity of the partner organizations. Project plans must also demonstrate the ability to provide sustained impact after the grant period.
- Most grants are one time grants, however select applicants that demonstrate a viable, innovative, and sustainable plan may be eligible for a second year of funding after review.

United Way of Quinte does not fund:

- Services that are primarily cultural, religious or political in nature
- Organizations whose primary function is fundraising
- Medical research
- The arts
- Individuals

Application Deadline

Applications for Collaboration Grants must be received by United Way of Quinte by June 5th, September 5th, November 5th, 2014 and January 5th, 2015. *Agencies are eligible to apply only once a year within each of the three granting streams.*



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Review Process

As with all United Way allocations, volunteer committees evaluate the applications for funding, determine the need and make funding decisions. Staff will support and inform the process, but do not make funding recommendations. A panel of trained volunteers will review applications and will determine whether United Way of Quinte is able to fund the project or not. It is important to note that even though your project may meet all of the guidelines for eligibility, we are often over prescribed and are unable to meet all requests. Funding decisions will be relayed 4 weeks from the deadline date.

Number of Copies & Attachments

Please submit 5 hole punched copies of your application and 5 copies of audited financial statements bundled in a way that each member of the review team will get one complete package.

Mailing Address

United Way of Quinte
2-48 Dundas St. West
Belleville, ON
K8P 1A3

Contact Information

Amy Watkins
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613-962-9531 ext. 30

* Huxham, Chris Creating Collaborative Advantage 1996

** The Collaboration handbook. Winer, Ray 1995 Fieldston Alliance Publications, St Paul, MN



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Collaboration Grant Application Form

Please complete the information below. The Primary Agency will act as the lead on the collaboration for administration purposes. Please complete the contact information for the partner agencies as well. If there are more than 3 agencies collaborating on this project, please attach a sheet with the information for the remaining partners.

Primary Agency Information

Organization Name: United Way of Quinte		Charitable Registration Number:
Contact Name	Contact Position	Organization Website
Mailing Address	City	Postal Code
Phone	Email	

Primary Agency Mission Statement

Brief explanation of your organization's typical activities/programs/services (75 words or less)

Partner Agency #2 Information

Organization Name: Hastings and Prince Edward Children and Youth Services Network (to be confirmed – attach membership list)		Charitable Registration Number: N/A
Contact Name Wendy Anderson	Contact Position Coordinator	Organization Website www.hpechildrenandyouth.ca
Mailing Address 156 Ann Street	City Belleville	Postal Code K9N 3L3
Phone 613-966-1170 x2269	Email wanderson@hpedsb.on.ca	

Partner Agency #2 Mission Statement

To create an effective, integrated and seamless community service system for children, youth and families that maximizes resources through collaborative and informed planning.

Brief explanation of Partner Agency #2's typical activities/programs/services (75 words or less)

Typical activities include shared planning of services for children and youth, clear messaging/communication throughout the Network, member organizations and community, accessible service pathways through No Wrong Door and Warm Hand-offs, sharing of resources and monitoring of community indicators. Our two red flag issues are food insecurity and Kindergarten students who are developmentally at risk.

Partner Agency #3 Information

Organization Name: Food Security Network of Hastings & Prince Edward Counties		Charitable Registration Number: N/A
Contact Name Steve van de Hoef	Contact Position Co-chair	Organization Website N/A
Mailing Address Hastings and Prince Edward Counties Health Unit ATTN: Elizabeth Finlan 179 North Park St.	City Belleville	Postal Code K8P 4P1
Phone 613-961-7578	Email Steve.vandehoef@gmail.com Foodsecurity@hpechu.on.ca	

Partner Agency #3 Mission Statement

Our vision is that residents of Hastings and Prince Edward Counties will be food secure.

Brief explanation of your organization's typical activities/programs/services (75 words or less)

The Food Security Network is a meeting place for individuals and organizations that are working toward food security in Hastings and Prince Edward counties. It provides a space where members, member organizations, and others can share, learn and connect. The Food Security Network "sets the table" for collaborative activities between its members and other community organizations and initiatives, and works in partnership with community initiatives for food security.

Project Information

Project Name: Second Helpings	Start Date: March 1, 2015	End Date: October 30, 2015
Project Description (50 words or less) Second Helpings is a planned community awareness campaign that will encourage community residents, groups and organizations in Hastings and Prince Edward Counties to grow fresh produce and donate to a food program of their choice. The campaign will include print and radio promotion. The messages and materials for this campaign will apply to all communities across Hastings-Prince Edward.		
Total Project Cost: \$13,500	Amount Requested from United Way of Quinte \$7,500	

Project Budget

Revenue

Source (Where you are getting money from?)	Revenue (How much you are getting?)
Meeting space, coordination and time from partnering organizations	\$4,500
Print campaign from Loyalist College	\$500
Children and Youth Services Network	\$250
Food Security Network of Hastings and Prince Edward Counties	\$250
Avaya Community Volunteers	\$500
United Way of Quinte Collaboration Grant	\$7,500
Totals	\$13,500

Expenses

Item (What are you spending money on?)	Revenue (How much will it cost you?)
Promotion services (partly in kind)	\$1,750
Radio ads, newspaper ads, radio spots	\$6,750
Printing (flyers, posters, etc.)	\$500
Administration and Coordination (in kind)	\$4,500
Totals	\$13,500

Please tell us about the Partner Agencies and why they have decided to work together

In January 2013, the Children and Youth Services Network (CYSN), then comprised of 42 member organizations serving children, youth and families, identified food security as a red flag action issue in Hastings-Prince Edward (HPE), based on results from the Canadian Community Health Survey 2012 that revealed 11.2% of households in HPE experienced food insecurity in 2012, the second highest in Ontario. This data was summarized in the Community Report Card 2013 which was launched in May and distributed by CYSN member organizations throughout HPE.

The Food Security Network, comprised of community members and organizations from various sectors, works in partnership to develop and promote food security through activities such as awareness raising, education, and advocacy. Food security means that all people have access to an adequate supply of safe, affordable and nutritious food without social or economic barriers. The Network provides a forum for information sharing and collaboration on actions that will contribute to food security and a sustainable local food system.

The Second Helpings Working Group is comprised of representatives from the CYSN and the Food Security Network who decided to join forces in April 2013 to identify and implement one or more actionable projects that will improve access to healthy food by children, youth and families in HPE. The Second Helpings Working Group held their first meeting in May 2013. This Working Group launched a food reclamation pilot in April 2014 that helped deliver surplus produce from Loyalist College's food service provider to food programs operated by Bridge Street United Church in Belleville. This program aimed to deliver surplus prepared foods from food producers and providers to food programs who could use or distribute the food as part of their programming. However, recognizing that the momentum did not build as expected for reclamation of prepared foods, we have decided to focus on a public campaign to promote growing of fresh produce to be shared with food programs serving community members who are experiencing hunger and food insecurity. This will be a geographically inclusive and sustainable project that will raise awareness about issues of food insecurity and build community capacity in responding to the food security needs in HPE, and is within our Working Group's capacity to implement.

Building on the brief project description, please explain the objectives, intended results and the scope of this project in more detail.

Our key objective is to help reduce the level of food insecurity in Hastings-Prince Edward. The Second Helpings project is intended to increase the amount of food being donated to food programs, and therefore the amount of food being distributed to residents who are experiencing food insecurity and make use of these programs. Donations of fresh produce also assist food programs in providing nutritious meals to their guests and to spend less money on groceries, thus operating more effectively within their limited budgets. This will be accomplished through collaboration between this joint working group, accountable to their respective networks, and existing food programs and services throughout HPE, with the participation of private sector partners. Any member(s) of the community may participate.

Explain in detail how this project will increase the quality, quantity or efficiency of the services, operations or capacity of the partners and explain why this is important.

The vision of the Children and Youth Services Network is that “children, youth and families living in HPE easily access a responsive service system that meets their needs.” The vision of the Food Security Network is that “residents of HPE will be food secure.” Members of both Networks are united in recognizing that food security is essential for the healthy development of children and youth. Working as partners in the delivery of an action-oriented community awareness campaign will offer a unique learning opportunity and demonstrate the value and importance of collaboration. It is our hope that a successful outcome will encourage future joint projects between community groups. An increase in donations of fresh produce to food programs will increase the quality and quantity of food available to their clients. We know of one gardener from the Community Development Council’s Community Garden program who donated his harvest to a local food program this past growing season. His first donation, allowed the food program to feed fresh salad to 100 guests for three days! Another intended outcome is greater awareness of food security issues in HPE, and greater community action to address these.

Why do you need United Way of Quinte funding for this project?

The collaborating members and organizations are contributing time for planning and implementing the project, and are leveraging in-kind services from several community partners. United Way of Quinte funding will help cover the costs of developing and implementing the campaign, which member organization do not have in their budgets. Without additional funding, this campaign will not be able to be implemented.