



City of Spruce Grove/ Community and Social Development Community Grant Program – Domestic Violence

Grant Information & Guide 2022

INTRODUCTION

Building strong families and communities is a key priority for the City of Spruce Grove. The Community Grant Program – Domestic Violence is part of the City of Spruce Grove’s commitment to supporting organizations that provide services and supports to address domestic violence and therefore support the City of Spruce Grove’s Social Sustainability Plan. Definitions for terms used within this guide can be found on page 4.

PURPOSE AND GRANT OBJECTIVES

The objectives of the Community Grant – Domestic Violence are to:

- Support organizations offering treatment services for court mandated and self-referred offenders, victims of domestic violence, and children exposed to domestic violence.
- Reduce incidents of recidivism and improve victim safety.
- Ensure treatment programs are accessible to Spruce Grove residents.

THE BUDGET

Grants are awarded every year. Applicants may apply for up to a maximum of \$30,000 annually from an available \$30,000 fund. Grant recipients may secure some or all of this funding. Additional in-kind support may be available for new programming offered within Spruce Grove.

ELIGIBILITY

Eligible Programs

Priority will be given to [Government of Alberta approved treatment programs](#) for court mandated offenders and services provided within Spruce Grove. Programs and services may be located outside of Spruce Grove, in the Tri-Municipal Region, but must demonstrate that they will also serve residents of the City of Spruce Grove.

Applicants will be evaluated on their ability to demonstrate the following:

1. Offer, expand, and sustain treatment services for court mandated offenders, victims of domestic violence, as well as children exposed to domestic violence.
2. Ensure that offender treatment programs and victim supports are accessible, relevant, appropriate, and meet standards of accepted best practice within domestic violence treatment.
3. Foster community collaboration and effectiveness of programs by working with community organizations with a mandate of working to address the issue of domestic violence.

Applicant Requirements

The organization applying for the grant must:

- be registered as a non-profit or charitable organization operating for a minimum of 1 year
- have a certificate of insurance

Ineligible Programs

1. Programs/ services that focus on anger management.
2. Programs/services that do not have a domestic violence focus.
3. Programs/services that are offered outside of the Tri-Municipal Region.
4. Programs/ services offered by any organization/ group that is not a registered non-profit.

Eligible Costs

Applicants must provide detailed budget information outlining expense types and estimated costs of the proposed program. Applicants will also be required to indicate the amount requested from the City of Spruce Grove as well as other sources of funding. Monetary value of in-kind contributions are also important to highlight, if applicable.

Expenses eligible under this grant include:

- Human resources: this includes salaries and contracts of individuals in the development and delivery of programs and services directly related to the purposes awarded.
- Administrative expenses: utilities, office space, program materials, mileage, training/ conferences, and insurance.
- Start-up costs: one-time costs for new domestic violence programs offered within Spruce Grove.

All identified administrative expenses within this grant application must have a demonstrated link with enhancing domestic violence programming for Spruce Grove residents.

OBLIGATIONS OF GRANT RECIPIENTS

1. Programs and expenditures must occur within the grant period: January 1st – December 31st, 2022.
2. Use grant funding for the purpose awarded unless approved in writing by the City of Spruce Grove.
3. Acknowledge the support of the City of Spruce Grove in all print and publicity material related to the program(s) and services within the grant agreement.
4. Submit both a six-month and final report. The six-month report will focus on programs completed to-date (June 15, 2022) and program and spending projections for the remainder of 2022. The final report will include the following:
 - A description of programs/ services completed
 - A program outputs report (number of participants and completion rates, number of Spruce Grove residents served, etc.)

- Performance measurements of outcomes
- A signed financial statement
- Copies of any print materials (ad, press releases, program brochure, etc.) which acknowledges the City of Spruce Grove grant support.

EVALUATION CRITERIA

Category	Weight
Budget	15%
Outcomes	15%
Program Information	30%
Government of Alberta Approved Treatment Program	20%
Accessible to residents of Spruce Grove	20%

APPLICATION PROCESS

This grant opportunity will be advertised on the City of Spruce Grove website in August. The application deadline is 4:30 pm on October 1, 2021. Late and/or incomplete applications will not be considered. An acknowledgement of receipt of application will be provided within 2 working days (M-F) of submission. All applications will be reviewed the week of October 18, 2021 by an administration review committee. Applicants will be notified by November 4, 2021 of award decisions. Grant recipients will be required to submit their certificate of insurance within 30 days of execution of grant agreement.

To apply, complete the Community Grant application form and submit via email to

Kusi Ampofo, Community and Social Investment Analyst, Social Planning Community Social Development
 Email: kampofo@sprucegrove.org Cell: 587-532-9971

Use the following title format to submit an application:
 Community Grant – Domestic Violence – [organization name] – [date]

Submission Checklist:

- Completed Application Form
- Completed Budget Request Sheet
- Signed audited financial statements
- Additional Information (1 page)
- Optional letters of support

KEY DATES AND TIMELINES

Call for applications – September 01, 2021
 Application deadline – October 1, 2021
 Grant Award Notifications – November 4, 2021
 Grant distribution – within 30 days of receiving signed grant agreements and proof of insurance

Mid-year report – June 15, 2022
Final report – February 24th, 2023

DEFINITIONS

Applicant – a non-profit society registered under the Societies Act that applies for this grant opportunity.

Domestic Violence - any use of physical or sexual force, actual or threatened, in an intimate relationship. It may include a single act of violence, or a number of acts forming a pattern of abuse through the use of assaultive and controlling behavior. The pattern of abuse may include physical abuse, emotional abuse, psychological abuse, sexual abuse, criminal harassment, and threats to harm children, other family members, pets, and property. Family members exposed to, but not the direct target of, abuse in the home are also impacted by domestic violence. (Alberta Justice and Solicitor General, 2014; R.C.M.P., 2019)

Outputs – direct products of the program/ service such as number of programs provided, number of participants. Outputs can support outcomes but do not directly result in outcomes.

Outcomes – measurable changes or effects on people or an issues as a result of program efforts.

Recipient – Successful grant applicant(s) who receives funding from the Municipality.

Treatment Services - rehabilitative programs which address specific needs of individuals. Domestic violence treatment programs are targeted to offenders through court mandate, agency referral or self-referral.