

Recovery and Resiliency Fund Program Guidelines

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Summary of Guidelines Updates

This document will continue to be updated to clarify any information that we are receiving questions about. We will provide a summary of changes in this section every time updates are made to this document for easy reference.

July 27, 2022

- Updated to clarify that while applicants must have been operating in BC since January 1, 2020 (before the beginning of the COVID-19 pandemic), they have until September 30, 2022, to receive their charitable registration or society incorporation.
- Updated to clarify that the eligibility criteria of having “an annual operating budget of less than \$1 million” is intended to mean:
 - Actual annual expenses in 2020 and 2021 of \$1 million or less as per the applicant’s Statement of Financial Operations (i.e. Income Statement)
 - Budgeted annual expenses in 2022 of \$1 million or less
- Updated to include the following documents may be required to confirm eligibility for organizations that are selected for a grant:
 - Statement of Financial Operations (i.e. Income Statement), budgets, T3010 filings, notification of registration or certificate of incorporation
- Updated to emphasize that organizations that had to close temporarily or cyclically during the pandemic are *also* eligible to apply.

About the Recovery and Resiliency Fund

An Overview

The Recovery and Resiliency Fund is a ground-breaking new fund made possible through a partnership between Government of BC, Vancouver Foundation, United Way BC, and New Relationship Trust that will distribute \$34 million to charitable and non-profit organizations, of which Vancouver Foundation has contributed \$4 million.

\$5 million of the total Fund has been allocated to New Relationship Trust, an Indigenous-led funder, to grant directly to Indigenous-led organizations with revenues of more than \$1 million.

The Fund will provide multi-year, flexible grants to both charities and non-profit organizations that have been disproportionately impacted by the pandemic to support their recovery and long-term resiliency.

Supporting Recovery and Resiliency

Although organizations of all sizes in the charitable and non-profit sectors have been negatively affected during the COVID-19 pandemic, some organizations have been disproportionately impacted because they have limited human or financial resources to draw on to seek out new funding or to compensate for decreases in their existing funding.

Surveys conducted by VantagePoint, Imagine Canada, and StatsCan have revealed that one of the primary challenges faced by organizations during the pandemic has been how to sustain their

operations. These organizations have faced an increased demand for their programs, activities, and services, and have experienced a decreased operational ability to meet the demand due to:

1) Funding challenges:

- a decrease in unrestricted funding and earned revenue, especially in rural areas
- a lack of capacity to respond to shifts in funding
- a continued presence of systemic barriers to access funding for Indigenous-led organizations, and organizations led by and representing equity-denied communities
- ineligibility for the Canada Emergency Business Account, Canada Emergency Commercial Rent Assistance, and BC government emergency funds

2) Staffing challenges:

- an increased challenge recruiting and retaining essential staff
- a decrease in volunteerism
- a need to spend more time on workplace safety, flexible work policies, staff wellness, new technologies and sick leave/health policies

This Fund supports organizations that have been disproportionately impacted by the COVID-19 pandemic. It seeks to distribute the funding amongst those in need in our community as follows:

- funding Indigenous-led organizations with annual expenses of any size
- funding non-Indigenous organizations with annual expenses of less than \$1 million
- funding proportionately more organizations located in and/or operating in rural areas
- allocating a minimum of \$5 million (15%) of the total funding available to Indigenous-led organizations
- allocating approximately \$29 million (65%) of the total funding available to organizations that are in full partnership with, or led by, equity-denied communities that centers the communities they represent

New Relationship Trust Stream: Funding for Indigenous-led Organizations

Indigenous-led organizations with annual revenues of *more than* \$1 million can apply for an Indigenous Resiliency and Recovery Grant (IRG) through New Relationship Trust (NRT). NRT will process applications and grant directly to those organizations that are eligible. More information can be found here: <https://www.newrelationshiptrust.ca/initiatives/indigenous-resilience-and-recovery-grant-initiative-guidelines-and-application/>

Indigenous-led organizations with annual expenses of *less than* \$1 million can apply for funding through Vancouver Foundation and United Way BC (read on for more information).



Vancouver Foundation and United Way BC Stream: Funding for Charities and Non-Profits

Available Grants

A total of 144 grants are available across BC's [eight economic development regions](#) through Vancouver Foundation and United Way BC. Those eight regions are Cariboo, Kootenay, Lower Mainland/Southwest, Nechako, North Coast, Northeast, Thompson-Okanagan, and Vancouver Island/Coast.

Within each of these regions:

- Five grants of \$50,000 per year for three years will be distributed to organizations that meet the criteria for Base Amount Eligibility.
- Thirteen grants of \$72,000 per year for three years will be distributed to organizations that meet the criteria for both the Base Amount Eligibility *and* the Top-Up Amount Eligibility.

Base Amount Eligibility Criteria

To be considered for a \$50,000 grant for three years, an organization must meet all the following criteria:

- Have been operating in BC since January 1, 2020 (before the beginning of the COVID-19 pandemic) and have (or will have) society incorporation or charitable registration by September 30, 2022.
 - Organizations that had to close temporarily or cyclically during the pandemic are also eligible to apply.
 - Non-profits that incorporated as 'Member-funded' Societies are not eligible to receive funding. This designation is recorded in the incorporation record that you can look up here: <https://www.bcregistry.ca/societies/>
 - For more information on not-for-profit organizations, please see: <https://www2.gov.bc.ca/gov/content/employment-business/business/not-for-profit-organizations>
 - Extra-provincial non-share corporations¹ must be in good standing with B.C. Registries and Online Services.
- Provides charitable benefit in one or more of BC's eight economic development regions
 - Regardless of whether the organization is a charity or a non-profit society, its purpose must benefit the community-at-large
 - To see a list of charitable purposes and their descriptions, please see <https://www.canada.ca/en/revenue-agency/services/charities-giving/charities/registering-charitable-qualified-donee-status/applying-charitable-registration/charitable-purposes.html>

¹ An extra-provincial non-share corporation is a not-for-profit organization that has been incorporated or otherwise formed federally under an enactment of Canada; in a province or territory other than B.C.; or, in another country.

- Has an identifiable need to recover from the pandemic, a vision of its longer-term resiliency, and needs additional financial resources to realize its vision.
- Had actual annual expenses in 2020 and 2021 of less than \$1 million as per the organizations Statement of Financial Operations (i.e. Income Statement)

Top-Up Amount Eligibility Criteria

To be considered for \$72,000 per year for three years, an organization must meet all the following criteria:

- All criteria under the Base Amount Eligibility; *and*
- Be either ‘Equity Partnership’ or ‘Equity Led’ in at least 3 of the 4 attributes sections in the Equity Matrix: Leadership, Values & Practices, Program & Team, Accountability to Community (see Appendix 1).

What the Grants Can and Can’t Be Used For

The funding is meant to support an organization's overall operational recovery and resiliency and to reduce its overall operational vulnerability to social, economic, and environmental uncertainty, efforts so that its charitable purposes can continue to benefit the community-at-large. Since these grants are flexible, it’s up to the discretion of the grantee to use the funding in whatever way needed to support those efforts which can include (but not limited to):

- Operating costs
- Capacity building
- Staffing costs
- Employee assistance programs
- Service delivery costs
- Technology investments

This funding is not meant to support the operational viability of specific departments, programs, or initiatives within an organization. We’re also not accepting applications through 3rd parties. Vancouver Foundation does not provide funding for debt retirement, reserves, mortgage pay-downs or large public infrastructure projects. Activities and programs that take place primarily outside of BC are also not eligible for funding.

How to Apply

- Step 1: Confirm that your organization is either [a registered charity](#) or is a [registered non-profit society](#) in BC. The date of incorporation or charitable registration must be on or before September 30, 2022.
- Step 2: Review the Equity Matrix (Appendix 1) so that you can answer the questions about your organization’s leadership, values and practices, program and team, and accountability.
- Step 3: Review the application questions (Appendix 2) before starting your application online. This will help you further assess eligibility and help prepare you before you get started.

- Step 4: Go to the Vancouver Foundation [Online Grant Management System](#).
- If you've never applied for a grant through this system before, scroll to the bottom and click "Register Here" to set up your account.
 - If you've applied for a grant through this system before, you can log in with your username and password.
 - If you can't remember if you have a registered user profile in the system, then you can use the forgot password feature to check.
- Step 5: Go to the Apply section (upper right hand of the screen) and then select the Recovery and Resiliency funding call. Follow the prompts to answer the application questions that identify the organization that is applying.
- You will need to identify whether your organization is a qualified donee (an organization with charitable status) or a non-qualified donee (an organization without charitable status).
- Step 6: Submit your application once it's completed. You will receive an email to confirm that we've received your application.
- Step 7: Applications close on September 30, 2022. Soon after, we will begin to randomly select from the different pools of all eligible applications. If your organization is selected, you will be contacted by Vancouver Foundation or United Way BC staff to validate your eligibility and need. We will also support you to upload any documentation we need as part of this process.
- Step 8: Selections and decisions will be communicated to all applicants by November and December 2022.

If your application is selected and validated, congratulations! You can expect to receive your first grant payment by December 2022 at the latest.

Process for Selecting Applications

If the demand for funding exceeds the amount allocated to any of the eight geographic regions, then awards in those pools will be distributed using a randomized selection process.

1. All eligible applications will be pooled together based on BC's eight economic development regions. Each of these eight pools will be further divided into Base Amount and Top-Up Amount pools.
2. Applications will be randomly selected until funding in each of the pools is committed.
3. Selected applicants will be contacted to confirm their eligibility and need, including support with uploading documentation (e.g., Statement of financial operations (i.e. income statement), budgets, T3010 filings, notification of registration or certification of incorporation etc.) to be reviewed by Vancouver Foundation or United Way BC. Applications from Indigenous-led organizations will be assessed, validated, and supported by Vancouver Foundation's Indigenous Priorities team (which is Indigenous-led).

4. If the eligibility criteria are not met or cannot be validated, then a new organization will be selected using the same process.

Why is Vancouver Foundation using a randomized selection process? This process removes bias that places organizations in a competitive process based on merit. It focuses on quantitative indicators that measure eligibility instead of qualitative or subjective indicators that measure merit. We then use a relational and reciprocal process to confirm eligibility. In doing this, our hope is that we are minimizing barriers to make this funding more accessible.

Key Dates

1. July 13: Applications Open
2. September 30: Applications Close
3. October to November: Randomized selection process and validation begins until entire funding pool is committed
4. November to December: Selections and decisions will be communicated
5. November to December: Grants will be awarded

Reporting Requirements

The partnering funders will take on the responsibility to learn about each grantee's recovery and resiliency progress and then to report these findings out publicly. Progress and final reports will not be required and instead, grantees will be invited to discuss how the grant was used to support your organization's recovery and resiliency, and any outcomes, challenges, or learnings you experienced. These conversations will help inform long-term granting strategies and determine how Vancouver Foundation, United Way BC, and New Relationship Trust can best continue to support the sector.

Questions?

For any questions about the Recovery and Resiliency Fund, including eligibility criteria and how to apply, please contact grants.admin@vancouverfoundation.ca

For any questions about the Indigenous Recovery and Resiliency Grant Initiative, please contact IRR@nrtf.ca

Appendix 1: Equity Matrix

This Equity Matrix was adapted from [I4DM Definitional Matrix](#), developed by The Circle on Philanthropy and Aboriginal Peoples in Canada. We are deeply grateful for this important work and want to honor and acknowledge the many contributors who created this document, for funders and grantees wrestling with power in the philanthropic space. We are especially grateful for the leadership of Indigenous communities across Turtle Island, who continue to be generous with their knowledge and teachings.

Our goal in developing an Equity Matrix is to help make sense of the distinctions between organizations who serve equity-denied groups (most charities and non-profit organizations), and those who are led by or partner with equity-denied groups. This work is guided by a belief that solutions which are self-led by communities with the most proximity to the issue, are also the most effective.

We also recognize that the social impact sector has a long history of funding organizations that reinforce a charity or ‘saviour’ lens of doing for instead of with. We are inspired by the Aboriginal Rights group working in Queensland in the 1970s that shared this wisdom:

If you have come here to help me, you are wasting your time. But if you have come because your liberation is bound up with mine, then let us work together.

Using the Equity Matrix, we want to prioritize organizations who are actively bringing an equity lens to all aspects of their work. We believe this should not be limited to organizations working explicitly in the ‘equity’ space but is essential for any organization who is working towards positive, systemic change.

The Equity Matrix encompasses 4 broad categories: Equity Benefiting, Equity informed, Equity Partnerships and Equity-led. It is meant to be a guidepost for conversation, for consideration and for sense-making both by funders and grantees in the philanthropic space. We envision this as a living document that will continue to shift and adapt based on input from community.

We invite people to use the Equity Matrix as a starting place for orienting where they currently exist in relation to others – and where they may like to go.

Who Are Equity-Denied Groups?

Equity-denied groups include communities that face significant collective challenges in participating in society. This marginalization could be created by attitudinal, historic, social and environmental barriers based on age, ethnicity, disability, economic status, sex, nationality, race, sexual orientation and gender identity, etc. Equity-denied groups are those that identify barriers to equal access, opportunities, and resources due to disadvantage and discrimination and actively seek social justice and reparation.

Here is a broad sample of equity-denied groups. We recognize that it is difficult to provide a comprehensive list given the unique nuance of our identities. We also recognize that many people have intersecting identities and belong to multiple groups. Please consider this a starting point, and not exhaustive.

AGE

- Youth ageing out of care
- Underserved Seniors and Elders (in and not in care)

INDIGENEITY, ETHNICITY, RACE

- Indigenous people (First Nations, Métis, Inuit)
- Racialized people
- Faith-based communities facing persecution (Islamophobia, anti-Semitism, etc.)

DIS/ABILITY

- People with physical disabilities
- People living with mental illness
- People who are neurodivergent

ECONOMIC STATUS

- People experiencing homelessness
- People with low-income or living in poverty
- Workers who are vulnerable (essential, temporary foreign, informal labour market)
- Caregivers

SEX, GENDER IDENTITY, SEXUAL ORIENTATION

- Women and girls
- Trans and non-binary people
- Members of LGBTQ2s+ communities
- People experiencing domestic or gender-based violence

NATIONALITY

- Newcomers (Permanent and temporary residents including immigrants and refugees)
- Immigration status

OTHER GROUPS EXPERIENCING MARGINALITY

- Prison populations (detained and incarcerated)
- People struggling with addiction

Equity Matrix

To be able to identify as either 'Equity Partnership' or 'Equity Led', applicants must be in at least 3 of the 4 attributes sections: Leadership, Values & Practices, Program & Team, and Accountability to Community.

	Equity Benefitting	Equity Informed	Equity Partnerships	Equity Led
Leadership	No leadership at board or staff levels from equity-denied groups impacted by the mission	Equity-denied leadership at some levels and a commitment to diverse recruitment	Partnerships where equity-denied people are decision makers or partners and leaders on the work that impacts them	Organizations are self-led. Leadership of equity-denied groups impacted by the mission exist at all levels of decision making within the organization
Values & Practices	Interest or mandate to serve equity-denied communities but no ongoing connection with equity-denied groups and/or communities in the mission	Community informed programming with demonstrated ongoing connection to equity-denied communities and/or organizations	Values and organizational practices are driven by diverse people and communities who use an equity lens to inform the work	Culture and knowledge of equity-denied communities impacted by the mission guide the organization and its deliverables
Program & Team	Support causes associated with equity-denied groups within the organization's existing mandate or vision	Staff have anti-oppression awareness when delivering programming and maintain relationships to equity-denied people/communities	Diverse worldviews and experiences are prioritized that expand upon dominant culture and norms and are reflected in the programming	Equity-denied people own, lead and deliver programs in relationship and response to the communities that they serve (the team reflects the community)
Accountability to Community	Some awareness of equity needs, but little to no collaboration	Often collaborates with equity-denied communities or organizations	Full partnership between equity-denied communities and partners in learning, sharing and reporting	Sustains a reciprocal relationship with the communities they represent and serve

Appendix 2: Application Questions

Here are the steps to complete to begin, save, and submit an application.

Step 1: confirm your eligibility

As the Author of this funding request, I confirm that:

1. I have read the Recovery and Resiliency Fund Program Guidelines and believe that both the applicant organization and this funding request are eligible for Vancouver Foundation funding.
2. I am authorized by the governing body of the applicant organization to submit this funding request on its behalf.
3. The applicant organization can demonstrate how it's been negatively impacted by the COVID-19 pandemic.
4. The applicant organization needs funding to build its recovery and resiliency.
5. The applicant organization has been operating in BC since January 1, 2020 and have (or will have) society incorporation or charitable registration by September 30, 2022.
6. The applicant organization's primary purpose aligns with Vancouver Foundation's charitable objects, and the application organization operates for community benefit.

Step 2: identify the applicant organization

The application form will ask you to apply as a registered charity or as or as one of three non-profit society types, and you will be given the opportunity to look up the organization to see if it's already in the system or to create a new organization record if it's not.

If your organization is a registered charity, then please use that category.

If your organization is a non-profit society, then you will be asked an additional question:

Is the selected Non-Profit Society also registered as a Member-Funded Society?

Answer Yes/No/Maybe

Member-funded societies exist primarily for the benefit of their members and have the following statement in their constitution: "This society is a member-funded society. It is funded primarily by its members to carry on activities for the benefit of its members. On its liquidation or dissolution, this society may distribute its money and other property to its members."

For more information about the types of non-profit organizations in BC:

<https://www2.gov.bc.ca/gov/content/employment-business/business/not-for-profit-organizations>

Step 3: complete the application form

3a) Applicant Organization:

- **Organization Information.** Select Yes/No to confirm the accuracy of the address and social media URLs that we have on file for your organization. If you select No, then a text box will appear for you to enter the correct information.
- **Primary Contact.** A drop-down list will show the people associated with the organization. Select a person from the list or use the Add New Contact button to create a new entry.

- **Executive Director/President/CEO.** The system will populate this section with the name and contact information of the person that is currently listed in the organization record as being in one of these roles. Select Yes/No to confirm the accuracy of this information. If you select No, then a text box will appear for you to enter the correct information.
- **Signatory.** You will be asked to confirm whether the person listed as the Executive Director/President/CEO will also be the person who signs the grant agreement if an award is made. If you select No, then a text box will appear for you to enter the correct information.

3b) Base Amount Request:

- **Economic Development Regions.** Indicate which region(s) your organization operates within. Check all that apply.
- **Budgets.**
 - Were your actual annual expenses in 2020 less than \$1 million as recorded on your organization’s Statement of Operations (i.e., Income Statement)? Answer Yes or No.
 - Were your actual annual expenses in 2021 less than \$1 million as recorded on your organization’s Statement of Operations (i.e., Income Statement)? Answer Yes or No.
 - Are your budgeted annual expenses in 2022 less than \$1 million? Answer Yes or No.

3c) Top-Up Amount Request:

- **Equity Matrix.**
 - For each of the attributes listed (Leadership, Values & Practices, Program and Team, Accountability to Community), select the statement that best describes your organization’s current alignment.
 - After you make your selections, you will be assigned a category (Benefitting, Informed, Partnerships, Led) to your application that will determine which funding pool your application will be included in. *(Refer to Appendix 1 for more information about the attributes and categories in the Equity Matrix.)*

3d) Recovery and Resiliency Plan:

- **Recovery and Resiliency Plan.** Select the statement that best describes your current plans to build your organization’s recovery from the COVID pandemic and its ongoing resiliency to contribute to BC’s economy:
 - a) We have a fully formed recovery and resiliency plan
 - b) We have begun to develop a recovery and resiliency plan
 - c) We have a vision of how to build our recovery and resiliency
 - d) We need funding before we can think about our recovery and resiliency

Final Step: review the Terms and Conditions and then submit the application

I agree to the following terms and conditions:

- I acknowledge that this funding will be prioritised to organizations that have been disproportionately impacted by the COVID-19 pandemic
- I consent to be contacted for the purposes of validating the information provided
- I agree to upload any required documents if the organization is selected for an award
- I consent to be contacted to provide my feedback about this funding