

Healthy Living Supports Program - Questions and Answers

Overview

Q: When can I send in an application?

A: Applications will be accepted until November 29, 2017 at 4:30 pm.

Q: Can my organization submit multiple applications at one time?

A: No, only one application per organization will be considered.

Q: How are funding decisions made?

A: A Region of Peel committee will review the applications and notify successful applicants of decisions.

Q: When will I hear if my application has been successful?

A: When an application is submitted, you will receive an email confirmation that your application has been received. Applicants will be notified in early 2018 regarding whether or not they have been successful.

Q: If my application is successful, when will the funding be issued?

A: Funding will be issued in early 2018.

Q: What reporting requirements are expected of me?

A: Reporting requirements depend on the scope of the project. A representative from the Healthy Living Supports Program will contact funding recipients to provide information on the reporting requirements (e.g., progress reports, spending records).

Section 1: Applicant Profile

Q: Who is eligible to apply for the Healthy Living Supports Program?

A: Community organizations, non-profit agencies, schools (elementary, middle, secondary, post-secondary), and places of worship. Applicant organizations and project sites must be located in the Region of Peel (Brampton, Caledon, and Mississauga).

Q: Municipalities are not on the list of eligible applicants. Can they still apply?

A: Municipalities may partner with any of the above listed eligible applicants; however, eligible applicants must apply on behalf of the project. The applicant organization will be the designated recipient of the funds in the case of a successful partnership application.

Q: How do I submit my Article of Incorporation or documentation of non-profit status?

A: Your document must be scanned and attached to the application email.

Section 2: Proposed Project – Need & Description

Q: How much funding can/should I request?

A: Projects will be funded up to a maximum of \$15,000. Applicants may request any amount of funding up to \$15,000.

Q: Does my project have to target both healthy eating AND physical activity?

A: No, your project is not required to focus on both healthy eating and physical activity. The project may focus on healthy eating or physical activity alone, or it may focus on both.

Q: Will my project still be considered if it is not listed specifically under the list of eligible projects?

A: Yes, the list includes examples and is not exhaustive.

Q: We have the necessary infrastructure in place and do not need new infrastructure to engage individuals in active living and healthy eating. Increased programming is needed to engage the community. Would this be an eligible expense?

A: No, HLSP cannot be used to fund programming (e.g., workshops, seminars, etc.)

Q: Do I need to consider zoning for my infrastructure project?

A: Yes. Please contact your local municipality to determine whether there are any specific zoning or planning requirements for your project site.

Section 3: Project Impact & Comprehensiveness

Q: What qualifies as a comprehensive project?

A: A comprehensive project is one that includes a variety of components that contribute to its impact and reach. For example, a comprehensive project may include:

- Partnerships
- Education and awareness related to your project
- A plan for promoting use of the infrastructure or equipment
- A plan for evaluating the impact of the infrastructure or equipment
- Creation of organizational policies or guidelines that encourage physical activity, healthy eating, or both.

Section 4: Capacity

Q: Is the size of the organization taken into consideration when capacity to carry out the project is being determined?

A: No, we do not determine capacity based on an organization's size. Capacity refers to the resources, expertise, and experience that the organization has to successfully carry out the project. If you think your organization may not have the capacity to carry out a project independently, we encourage you to consider partnering with another community organization. Partnerships are an effective way to combine resources and benefit from collective capacity.

Section 5: Financial Summary

Q: Why do I need to provide financial statements?

A: A review of financial statements is standard practice for many funding programs. It gives us an idea of your organization's financial management practices.

Q: Will the information provided on my application be kept private?

A: Yes, financial information presented in your application will be kept private. However, a project that receives funding from the Healthy Living Supports Program will be used for evaluating the overall program and for future marketing to promote and support healthy living in the Region of Peel. Your organization may be named in future promotion of the Healthy Living Supports Program.

Section 6: Signatures

Q: Who is considered to be the signing authority for an organization?

A: The signing authority is the person who can legally sign on behalf of the organization.

For more information, please contact:

Peel Public Health, Region of Peel
Chronic Disease and Injury Prevention
7120 Hurontario St., Mississauga, ON L5W 1N4
Phone: 905 – 799 – 7700
Email: hlsp@peelregion.ca