



**TORONTO PARKS AND TREES
FOUNDATION**

Proposal Cover Sheet

NAME OF ORGANIZATION:

ADDRESS:

POSTAL CODE:

CONTACT PERSON:

TELEPHONE:

E-MAIL ADDRESS:

CHARITABLE REGISTRATION NUMBER:

PROJECT NAME:

LOCATION
(PARK NAME AND CROSS STREETS):

AMOUNT REQUESTED:

TOTAL PROJECT BUDGET*:

**If different from amount requested, please list other funding sources both committed and requested – additional funding partners are encouraged.*

HAVE YOU UNDERTAKEN A SIMILAR PROJECT IN THE PAST?

YES** NO

*** If yes, please provide support material*

**TORONTO PARKS AND TREES
FOUNDATION**

2008 Community Grants Program

For more information please call
(416) 397-5178

Proposals must be post-marked by
March 31, 2008

Proposals should be mailed to:

**Toronto Parks and Trees Foundation
157 Adelaide Street West, Suite 123
Toronto, Ontario
M5H 4E7**

Deliveries by hand, courier, e-mail or fax
will not be accepted



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**TORONTO PARKS AND TREES
FOUNDATION**

**Community
Grants Program**

**Application Guidelines
2008**

**TORONTO PARKS AND TREES
FOUNDATION**

Helping to Support a Green, Clean and Beautiful Toronto



Toronto Parks and Trees Foundation

With a population of more than 2.5 million people, Toronto's nearly 8,000 ha. of parkland provide essential public space for play, sports, culture and quiet places to experience nature in the city. The Toronto Parks and Trees Foundation is a registered charity dedicated to supporting and enhancing Toronto's public park system and urban forest. The Foundation raises funds to help improve and create parks; preserve and enhance Toronto's trees; offers horticultural, cultural, environmental education and related recreational programs; and encourages community groups to get involved in city parks.

The Community Grants Program

The Toronto Parks and Trees Foundation is pleased to offer the sixth annual Community Grants Program. This fund is designed to support volunteer and community organizations actively involved in enhancing Toronto's public parkland and urban forest. The Community Grants Program supports a diversity of projects that improve Toronto's parks and trees and increase use through physical improvements and programming. Grants are made for projects on city parkland and public open space within our five program categories: park improvements; environmental education; natural area preservation; environmental related recreation; and communications and public education. Grant awards will range from \$1,000 - \$2,500.

Applicant Criteria

There are a limited number of grants available and they will be awarded on a competitive basis. Decisions will be made based on the following criteria:

- Applicant must be registered with Revenue Canada as a charity or be sponsored by a charitable organization
- Aligned with the mandate of the Foundation to preserve and enhance Toronto's parks and urban forest
- Demonstrated commitment to community involvement in parks
- Accessibility to broad range of ages, cultures and economic levels
- Ability to carry out proposed project
- Confirmed community support for project

Projects must take place on City of Toronto parkland. Requests for support must be for park-based projects that benefit the general public without restrictions, fees, or membership requirements. Grants will be given out based on an equitable geographic distribution across the city. A post-project report will be mandatory for each project receiving funding.

Funding Priorities

The Toronto Parks and Trees Foundation will consider projects that fall within the following categories:

Park Improvements

To improve the appearance and ecological health of parks as well as increase park use through physical enhancements and upgrades.

Environmental Education

To animate parks by promoting parks-based activities that increase environmental awareness and knowledge.

Natural Environment Preservation

To restore the urban environment through the renewal of natural habitat with active stewardship and related training and education

Recreation

To increase environmentally related recreational opportunities by offering free classes or supervised recreation.

Communication and Public Education

To develop information tools to increase park use and activities and encourage active stewardship of Toronto's parks, trees and natural areas.

Project ideas may include, but are not limited to the following:

- park plantings
- flower boxes or containers
- bulb planting
- annual park clean-up
- environmental education program
- bird watching program
- river clearing
- tree planting
- restoration of plant communities
- purchase of tools, gloves, plants
- community or children's gardens

Application Guidelines

Proposal Deadline

Proposal must be post-marked by March 31, 2008.

Grants to be announced by April 22, 2008.

Project Timeline

Project must be completed by October 31, 2008.

Delivery

Proposals should be mailed to:
Toronto Parks and Trees Foundation
157 Adelaide Street West, Suite 123
Toronto, Ontario M5H 4E7

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Checklist

Application must include:

A) Proposal Cover Sheet

(tear off from this brochure)

B) A three-page proposal which includes:

- Description of your organization & demonstrated commitment to community involvement in parks;
- Description of the project for which you are requesting funds
- Need for the project
- Who it will benefit
- Measures of success/outcome expected
- Name and qualifications of project lead/s
- Time line for completion of project
- Detailed project budget (include all income sources)
- Identify two community representatives who support your work including their names and phone numbers

C) Letter of support/permission

From the relevant City of Toronto Parks, Forestry and Recreation supervisor is mandatory. If you do not know the supervisor for your park please contact the Toronto Parks and Trees Foundation at (416) 397-5178.