



Community Action Grants

Program Purpose

Arthritis Society Canada is committed to extinguishing the fire of arthritis in communities across Canada. Our Community Action Grants are aimed at providing more opportunities for people to connect, learn, and thrive with arthritis in their own communities. Living with pain can be isolating, but together we can fight the fire of arthritis.

Arthritis affects 1 in 5 people in Canada. Community Action Grants support communities exploring local solutions for people living with arthritis. Groups and individuals addressing arthritis-related needs specific to their communities, including health inequities and disparities that impact access to arthritis information and care, are welcome to apply.

Effective arthritis management can lead to reduced pain, improved mobility and an increased quality of life. While some types of arthritis require special medications, everyone with arthritis can benefit from arthritis and lifestyle education, therapeutic exercise, staying active, and eating well.

Application deadline is **October 18, 2024 at 11:59pm PST**. Applications received after this deadline will not be considered.

Successful applicants will be contacted by February 7, 2025, and will receive a schedule of milestone dates. All grant activities must be complete between **April 1, 2025 and March 31, 2026**.

Program overview

Funds available:

Arthritis Society Canada expects to fund up to 4 Community Action Grants for the 2024 - 2025 year.

Our grant funding is always contingent upon the generosity of our donors. The maximum grant per application is \$5,000 for up to one year of activities. These grants are non-renewable.

Who can apply:

Community Action Grants are available to community groups, community centres, health centres, organizations, schools, clubs, long-term care homes, seniors' residences, individuals or other groups interested in providing a program of benefit to people living with arthritis or caregivers of people living with arthritis. Organizations and representatives must be based in Canada and meet application criteria. If applying as an individual, please note specific financial requirements under the "Funding" section before applying. Applicants may only submit one application per grant competition.

We encourage applications from all eligible candidates. Please contact us to ensure any accessibility needs are accommodated throughout this process. All information received relating to accommodation will be addressed confidentially.

Community Action Grants

Activities and Audiences

Community Action Grants place a priority on geographic locations and ideas that are not already included within Arthritis Society Canada programs and resources. Programs **must** also prioritize one or more of the following communities.

- Indigenous communities
- Black and People of Colour communities
- members of 2SLGBTQIA+ communities
- people living with disabilities in addition to arthritis
- newcomers to Canada
- people living in northern, rural, or remote communities
- low-income communities
- homeless, underhoused, or street-involved individuals

While starting a new program is encouraged, consideration will also be given to organizations or groups who are seeking to enhance or increase their current program capacity, or who are applying to fund an existing program that is currently unfunded.

Proposed programs that exclude participants on the basis of citizenship, race, place of origin, ethnic origin, colour, ancestry, disability, age, creed (religion/faith), sex (including pregnancy), family status, sexual orientation, gender identity, or gender expression will not be considered, except where the proposed program aims to increase access specifically for people in typically underserved communities.

Proposal evaluation

All submissions will be reviewed and scored by a grant selection committee that includes people with lived experience with arthritis. Their recommendations will then be reviewed by Arthritis Society Canada who will select funding recipients based on grant criteria, funding availability, and potential for impact.

*If you, or someone from your community is interested in becoming a reviewer for a future Community Action Grant cycle, please contact us at communitygrants@arthritis.ca to let us know!



Community Action Grants

Grant

Up to \$5,000 each to support a community-based program to help people living with arthritis and/or their caregivers. This grant may also be used to fund a program pilot.

Examples could include (but are not limited to):

- an arthritis awareness campaign, activities for arthritis awareness month (September), or activities to create community awareness for World Arthritis Day (October 12)
- hosting a healthy cooking workshop
- a meditation series
- hosting a guest speaker or symposium
- a facilitated weekly exercise group
- a food and nutrition program
- a community garden to increase food security and social connections for people living with arthritis
- an assistive device program
- a facilitated support group
- a weekly dinner club
- programs that take place in languages other than English or French

We encourage creative ideas that will help foster social connections and provide benefit to people living with arthritis.

Proposed program activities must be offered at **no cost** to participants. Any application where grant funding would produce a commercial benefit or proof of concept for a commercial benefit for the applicant will not be considered.

Please note: Due to limited resources, applications that propose a program which duplicates any online based programs offered by Arthritis Society Canada will not be considered for funding. If you have questions about [Arthritis Talks](#), [Arthritis Connections](#), or about possible program similarities, or concerns about how your idea may be evaluated, please contact communitygrants@arthritis.ca.

Selection criteria

The following list of selection criteria will be used to evaluate applications. Please include as much detail as possible for each of the following. Once an application is submitted, edits cannot be made.

- **Potential impact:** The application should include information about how your program will address one or more of the following:
 - serve people living with arthritis
 - empower participants to better manage their arthritis
 - connect people living with arthritis to support
 - serve caregivers of people living with arthritis
 - help children or families with arthritis
- **Uniqueness:** What makes your program unique to your community, or sets it apart from other programs currently offered for people living with arthritis or their caregivers?
- **Reach:** Include information about who will be reached, how they will be reached, and how many people will benefit from your proposed program.
 - Be sure to also include how you will measure these program targets.
- **Feasibility:** Be realistic in your application and ability to implement your proposed plan (you can aim high but be mindful that your application will be evaluated based on the realistic possibility of implementing the proposed plan with all resources and skills mentioned in the application).
- **Experience:** individual or team experience and appropriateness to lead initiative
 - Please demonstrate how you and your team are qualified to lead and implement your proposed program. Include details about how you will fill gaps in knowledge or skills. If specialized knowledge or skills are required to deliver program activities, please confirm the qualifications of the team members proposed to be involved.
 - You can include plans to hire an instructor for areas your team cannot meet, but don't forget to include who you will bring in, and how they will help fill a need for your program. For example, you may hire a yoga instructor to lead yoga classes.
- **Social Connection:** How will your program promote social connections among participants? Include information about how your program will address and measure one or more of the following:
 - Social isolation
 - Opportunities to connect people living with arthritis or their caregivers
 - Create a sense of belonging among participants

Application requirements

Include the following information in your application:

- Primary audience (e.g., people living with arthritis, caregivers, children living with arthritis, children of adults living with arthritis). Tell us who your audience is, and why you are planning to reach this group of people.
- Clearly outline how you will conduct outreach to participants.
- Support group or education-based program proposals must include details about who will be facilitating the group, and their qualifications to support people in this role. For example, are they a community leader, trusted person, an instructor, a registered social worker or other professional? Please include their qualifications and any credentials if relevant to your proposal.
- Applications must include a budget using the template provided with as much detail as possible.
- Include a proposed workplan or timeline for your program or activity to take place. (Please ensure your project can be completed within the grant timelines: April 1, 2025 to March 31, 2026.)
- If you are submitting an application for ongoing programming, please include an outline sharing how you plan to continue this program after initial funding from Arthritis Society Canada.
- Program evaluation and metrics: Provide information about how you plan to measure participant engagement, empowerment, program impact, and reach.
 - What impact will the program or activity have on your community? Will participants feel more knowledgeable and empowered to manage arthritis as a result?

Additional Requirements

If your application is successful, you must agree to the following:

- All activities must adhere to public health guidelines for preventing respiratory illnesses (e.g., COVID-19, seasonal flu) for your area.
- All program advertising must include recognition of funding from Arthritis Society Canada.
- You must be able to receive funds to a non-personal bank account with two or more signatories. Single signatories will be accepted where proof of business or not-for-profit use of account can be provided. A trustee may also receive funds on your behalf. This requirement applies to all applicants – individuals and groups/organizations.
- All receipts and invoices for program expenses must be submitted to Arthritis Society Canada following the completion of grant activities. Any eligible expenses that cannot be accounted for with receipts or invoices will not be reimbursed.
- All unused funds at the end of the grant term will be returned to Arthritis Society Canada within 30 days of final Report submission.
- All selected applicants must return signed funding agreements and banking information before deadline or will forfeit eligibility to funding.
- Grant activities may not commence until funding agreements and financial arrangements have been finalized.
- Applicants are responsible for acquiring any necessary liability insurance and/or confirming coverage with program venue(s).

Budget

When creating your budget, please itemize as much as possible how you will use the funds. Below is a list of eligible and ineligible expenses.

Eligible expenses include:

- Public transit tokens/passes for participants
- Food/snacks
- Venue rentals (e.g. renting a school or community centre gym, community room, pool time, etc.)
- Honoraria for guest speakers or education facilitators
- Program materials (e.g. notebooks, art supplies, paper plates/cutlery, masks and hand sanitizer for in person groups, print materials, worksheets, photocopy costs)
- Purchase of equipment or software to be used by community for ongoing program use to benefit people living with arthritis and/or caregivers. (e.g. tablet, laptop, or other equipment as required for use by the program)
- Sign language interpretation
- Translation into other languages
- Staff time: Must demonstrate how costs are directly related to planning or running programming to be considered eligible.

Ineligible expenses include:

- Alcohol or cannabis/marijuana infused drinks or food items
- Entertainment expenses, except where directly related to program activities (please outline in your budget)
- Gift items, except where directly related to honoraria (please specify in your budget)
- Personal expenses not used for group activities or programming
- Staff time not directly related to planning or running programming.
- Any expenses not directly associated with the program
- Capital expenses associated with fixed structure, land or vehicle
- Government penalties
- Property taxes, or other structural fees

Note: This program is not intended to fund research initiatives.



Community Action Grants

Funding

Funding commitments for the full grant value will be confirmed with successful applicants with a Notice of Award in March 2025.

The payment schedule for funding will include two transactions. 80% of the grant will be deposited into your account following receipt of a signed funding agreement and financial information and prior to the commencement of your program. The remaining grant funds will be deposited upon completion of the grant reporting and submission of receipts for all eligible grant expenses, adjusted for any under-budget variance over the grant term.

- Funding can only be released to a **non-personal** bank account with two or more signatories. If you are an individual wishing to apply for funding, consider approaching a local not-for-profit organization, charity, community centre, or health centre who may be able to partner with you and receive the money in trust for your program. **If you are applying as an individual and have questions about this process, please contact us before submitting your application.**
- Please keep all receipts and invoices for your program. We will require copies of all receipts to be submitted. Any expenses incurred that do not have proof of purchase or payment will not be reimbursed.
- Any unspent funds at the close of grant activities must be returned to Arthritis Society Canada during the reporting period.

Please note any receipts dated before you received official confirmation from Arthritis Society Canada acknowledging receipt of a grant will not be accepted. Only expenses incurred during the grant term will be eligible for reimbursement.

If you have questions, please contact communitygrants@arthritis.ca before submitting your application. Changes cannot be made to an application once it has been submitted.