

GRANTS



2025 Guidelines

# Community Grant Program

Grant applications are due  
Friday, October 11, 2024 by 4:30 pm



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We acknowledge the lands which constitute the present-day City of Mississauga as being part of the Treaty and Traditional Territory of the Mississaugas of the Credit First Nation, The Haudenosaunee Confederacy, the Huron-Wendat and Wyandot Nations. We recognize these peoples and their ancestors as peoples who inhabited these lands since time immemorial. The City of Mississauga is home to many global Indigenous Peoples.

## Community Grant Program Guidelines

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### Overview

The Community Grant Program provides funding to not-for-profit, community organizations that are registered in the City of Mississauga's [Community Group Registry Program](#) and supports them to deliver programs and services that keep Mississauga residents active, healthy and engaged in their communities. The Community Grant Program aligns with the [Recreation Plan](#) and [Parks, Forestry and Environment Plan](#)'s strategic priorities. Read the [full plans here](#) for more information to help construct a grant proposal.

Annual grants are available to provide up to \$10,000 or up to 65% of an organization's total operating budget (whichever is less) to support project or program-related expenses for organizations that extend the variety and choice of programs and services for Mississauga residents and can be delivered successfully within one calendar year.

Multi-year grants contribute to the sustainability of organizations by providing support for core operating expenses. Applications are by invitation only for established organizations that have successfully managed funding from the City of Mississauga for a minimum of 5 years.

**All applications must be complete and submitted on the [City of Mississauga Grants Portal](#) by Friday October 11, 2024 by 4:30 pm. Late or incomplete applications or applications submitted by any other method will not be accepted.**

### What is the Community Group Registry Program (CGRP)?

The CGRP supports not-for-profit community groups governed by volunteers that deliver programs and services within Mississauga that are of benefit to and valued by residents. Registered groups are eligible to receive benefits, such as discounted rental rates, priority booking and permission to place mobile signs on City roadways, as well as eligibility to apply to the City of Mississauga Community Grant and Small Project Matching Grant programs.

In order to be eligible for a Community Grant, applicants must be in good standing with the Community Group Registry Program by Friday October 11, 2024, the same date that the grant application is due. If your organization needs to register in the CGRP, complete a [Statement of Interest](#) to begin the application process and staff will contact you directly regarding next steps. If you have any questions, contact [community.group@mississauga.ca](mailto:community.group@mississauga.ca). Note that new registrations can take up to 6 weeks to process. Applicants should keep this timeline in mind when considering their application and be prepared to complete required tasks accordingly.

## Equity Statement

The City of Mississauga is committed to equity and inclusion. The City welcomes and encourages applications from all qualified organizations that represent and serve Mississauga residents. Groups are encouraged to contact [grantsinfo@mississauga.ca](mailto:grantsinfo@mississauga.ca) with any questions about your eligibility and for guidance to prepare your application.

The City continuously seeks to improve access to grant programs and ensure grant applications are received from diverse and under-represented Mississauga communities. The City welcomes feedback on how this grant program can better meet the needs of Mississauga residents.

## Eligibility

To be eligible for an annual City of Mississauga Community Grant, organizations are required to:

- Be a legally incorporated not-for-profit community group in operation for a minimum of 4 years and be registered in good standing in the City of Mississauga's [Community Group Registry Program \(CGRP\)](#). If you are a new and emerging community group (i.e. operating for less than 4 years), you may qualify for the [Small Project Matching Grant](#) program for funding opportunities.
- Be based and active in Mississauga and operating year-round. Groups that qualify for "Regional Status" in the CGRP are still eligible for funding, provided that 100% of the awarded funding is allocated to programming/services that benefit Mississauga residents.
- Be in good standing with the City, which means there are no outstanding debts owed to the City, any applicable final reports from previous grants have been submitted, and group adhered to terms and conditions of previous funding agreements.
- Proof of financial sustainability with no major deficits.

**Multi-Year Community Grants** contribute to the sustainability of organizations by providing support for core operating expenses. Community groups must meet all eligibility criteria above and demonstrate the return on investment to Mississauga residents from previous grants.

## Ineligibility

The Community Grant is **not available** for:

- × Activities that charge an admission fee;
- × Activities that take place outside of the City of Mississauga or on private property;

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- × Activities which begin before January 2025 and/or end after December 2025;
- × Alcohol and related items (License fee, etc.);
- × Attendance at, or fees associated with, conventions, conferences, workshops or seminars;
- × Banquets, trophies or award presentations;
- × Bursaries or granting programs;
- × Competitions, such as tournaments;
- × Deficit reduction funding and/or accumulated deficits;
- × Donations to charitable causes;
- × Expenses accruing before the current granting cycle;
- × Expenses already covered by another funding source;
- × Fundraising projects and initiatives;
- × Individuals, Government agencies, for-profit organizations, educational institutions (including school councils) and organizations aligned with a political party or promotion of a political party;
- × Major capital expenditure;
- × Membership fees/dues;
- × Organization's activities that the City deems may promote discrimination, contempt or hatred for any individual or entity as defined by the Ontario Human Rights Code.
- × Organizations that receive funding through any other City of Mississauga grant stream;
- × Prizes;
- × Projects where participation is conditional upon partaking in the religious activities of the organization;
- × Travel and accommodation; and
- × Volunteer recognition/appreciation;

### **What to Consider Before Applying**

- Consult with your community to identify the need you wish to address, develop your project idea, and discuss with your board members/staff/volunteers to contribute to the grant proposal as needed. Assign a lead to prepare the

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application and confirm that two authorized signing officers will provide signatures prior to submission of the grant application.

- Read the [Future Directions plans](#), using the executive summary and strategic priorities section on page 7 to help provide an overview on the recommendations that follow and can be used to support in crafting your grant proposal.
- It is highly encouraged for interested applicants to attend an information session to find out more information about the grant and learn tips on completing the application. See page 13 for dates and times of the webinars or receive a copy of a recorded version.
- Contact the Community Development team to verify eligibility of your organization and/or project and ask any questions you might have ahead of applying.
- Confirm your organization is registered in the CGRP and in good standing with the City. Contact the Community Development team to discuss your grant application and/or confirm that your group is eligible to apply ([community.group@mississauga.ca](mailto:community.group@mississauga.ca) or 905-615-3200 ext. 3337).

### How to Apply

The City of Mississauga requires all grant applications to be submitted through its [Online Grants Portal](#). A completed application must be submitted through the City of Mississauga's [Online Grants Portal](#) no later than **Friday October 11, 2024 by 4:30pm**. Incomplete or late applications will not be considered. Applications and additional documentation will not be considered if submitted by e-mail, fax or paper copy.

If you have already created an account, you can use the login information you created to apply for funding in 2024.

#### For Returning Applicants

Sign in to the [Online Grants Portal](#) by entering the email address and password associated with your [Online Grants Portal](#) account. If you have lost or forgotten your password, select "Forgot your password?" located next to the "Sign In" button. This will allow you to request a new password.

#### For First Time Applicants

To set up an account follow these steps:

1. Click the "Register" button located in the top right corner of the login screen
2. Register as an organization
3. Enter your name and email address
4. Create a password

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5. Click “Create Account”
6. Verify your account by clicking on the “Send verification” link. This will send an email to the email address you provided
7. Open your email and click on the link that has been sent to you
8. You will then be able to go back to the Grants Portal and click on the “View programs” button

Once you have created your account you will be able to access the Grants Portal during each granting cycle.

**Please Note:** Only click the “Apply” button once. This button will duplicate your application every time it is clicked.

**Please Note:** The City of Mississauga’s Grants Portal is used by the Community Services department for all its grant programs. Please ensure you have selected the correct grant program.

**Tip:** Share your organization’s login information with at least two people from your organization to ensure your access to the site will not be restricted if the individual who originally registered is not available.

### Preparing Your Application

Once you have signed into your account on the Grants Portal, be sure to complete the following tasks to submit your application. Please allow sufficient time to complete the application accurately and completely and save your progress along the way. Consider having a third party proofread your application prior to submission to ensure clarity and accuracy.

#### Task Descriptions & Things to Consider

##### Part 1 - Contact Information

Provide your organization’s main contact and mailing information. The City will use this information for all correspondence and payments if approved for funding.

##### Part 2 – Grant Request

Indicate the amount of funding you are applying for. Please note that you do not need to request the full amount of eligible funding. You will also need to indicate if you have received a grant in the previous grant cycle.

##### Part 3 – Community Grant Program Application

Answer each question in the application form, do not leave any questions blank. Review the assessment criteria on page 8 and 9 of the guidelines to ensure you capture the required information. This is the information that will be assessed by the peer review

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committee and is designed to provide them with the information they will need to make a recommendation based on the following categories:

- Demonstrated Need and Rationale for Funding
- Feasibility of Grant Proposal & Organizational Effectiveness
- Resident Engagement and Inclusivity

If you would like to view and prepare the application outside of the grants portal, you may request a copy of the full PDF application by emailing [grantsinfo@mississauga.ca](mailto:grantsinfo@mississauga.ca); however, please note that applications will only be accepted on the grants portal.

### **Upload Signed Financial Statement**

2023 Signed (by two authorized board members) Financial Statements (signed Audited Financial Statement if applying for \$20,000 or more).

### **Upload Year-to-Date Financial Statement**

2024 Year-to-Date Financials (Balance Sheet and Profit & Loss Statements).

### **Upload 2025 Board Approved Budget Forecast**

2025 board-approved budget forecast (signed by two authorized board members)

### **Complete the Grant Budget Form**

Please ensure the revenue summary and summary of 2025 total expenses is completed.

### **Complete the Organizational Statistics Form**

Please detail the number of Mississauga residents you serve, the primary target audience for your organization, and complete the organizational statistics chart with all the relevant information.

### **Upload Board of Directors Contact List**

Provide the names and contact information of your current Board of Directors. Indicate each Director's position on the Board.

### **Upload Strategic Plan or Business Plan**

Upload your current business/strategic plan (if applicable, this is optional)

### **Read and Sign the Terms and Conditions**

Read the Terms and Condition (available in Appendix A of the guidelines) and have two signing officers of the organization sign the Terms and Conditions.

### **Click “Submit”**

- An email confirmation will be sent to the primary email on file. Be sure to check your junk mail folder if you do not receive an email in your inbox after



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submission. If you click “Submit” and do not receive a confirmation email within 24 hours, please email [grantsinfo@mississauga.ca](mailto:grantsinfo@mississauga.ca) to confirm your application has been received.

- The grants portal will close promptly at **4:30pm on October 11, 2024** even if you are working on an application. Keep this date and time in mind and start early. **Late applications will not be accepted.**

### Assessment Criteria and Review Process

Funding is determined based on the eligibility of the applicant and the quality of the application submitted by each applicant. Community Development Staff will review applications to confirm accuracy, completeness, and eligibility.

Finance Staff will review information from applicants to determine their financial viability and/or identify any significant variances from prior annual statements of existing grant recipients. Some areas of analysis that the Financial Analyst will review include: the organization’s liquidity and cash flows, patterns of financial results year over year, changes in net assets and reserve funds, and the sustainability of the organization’s funding base.

A Peer Assessment Review Committee (approved by Council for a 4 year term) consists of practicing professionals who are not directly involved with any organization applying for funding. The committee determines the grant recipients and funding amounts for each of the City’s grant programs. The Peer Assessment Review Committee will assess each application based on the criteria below. Applications are scored out of a total of 30 points which will determine a recommendation for funding and at what amount.

Assessment Category	Score	Assessment Criteria and Description
<b>Demonstrated Need and Rationale for Funding</b>	10	<ul style="list-style-type: none"><li>• Applicant provides description of the organization mandate, programs/services and who the organization serves.</li><li>• Applicant effectively describes how funding will support or address a demonstrated community/neighbourhood need, including evidence through research, survey results, program evaluation results, etc.</li><li>• Applicant effectively describes the anticipated impact and benefit to the</li></ul>

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		<p>Mississauga community; specifically how of the organization/project will address the <a href="#">Recreation Plan</a> and/or <a href="#">Parks, Forestry &amp; Environment Plan</a> strategic priorities.</p> <ul style="list-style-type: none"> <li>• Applicant describes how the organization plans to use the funding and provides a detailed budget breakdown, including notations on all relevant calculations aligned with eligible expenses (grant budget form)</li> </ul>
<p><b>Feasibility of Grant Proposal &amp; Organizational Effectiveness</b></p>	<p>10</p>	<ul style="list-style-type: none"> <li>• Target outcomes have been clearly identified and can be measured using the S.M.A.R.T. model: Specific, Measurable, Achievable, Relevant and Time-based.</li> <li>• Organization has the capacity and demonstrates success in identifying, designing, delivering and evaluating similar activities related to the funding requested, including operating in a cost-effective manner according to a clear business plan or budget and identifying/mitigating potential risks.</li> <li>• Returning applicants, including multi-year applicants can demonstrate return on investment on previous funding awarded by the City of Mississauga and other funders and ability to achieve objectives.</li> </ul>
<p><b>Resident Engagement &amp; Inclusivity</b></p>	<p>10</p>	<ul style="list-style-type: none"> <li>• Organization’s programs and services are accessible to all residents regardless of race, religion, ethnicity, ability, gender, sexual orientation, and other qualities and attributes of identity, and applicant has described strategies organization will take to ensure programs/services are accessible and inclusive.</li> <li>• The organization strives to engage under-served communities and those</li> </ul>

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		who may face barriers to access in Mississauga, <ul style="list-style-type: none"><li>• Effective strategies are in place to provide outreach and awareness among residents who can benefit from programs and services offered by the organization.</li></ul>
<b>TOTAL SCORE</b>	/30	Application must meet a minimum of 50% (15 out of 30) passing score to be approved for funding.

### Scoring Scale:

Low Score Range 1 - 4	Medium Score Range 5 – 7	High Score Range 8 - 10
Applicant does not meet criteria and/or provides minimal detail that does not align with community grant purpose.	Applicant meets the criteria and provides moderate/general detail that aligns with community grant purpose.	Applicant demonstrates clear alignment with strategic priorities, provides an extensive level of detail and clearly explains how funding request achieves grant purpose.

### Feedback

All applicants will receive an evaluation summary. If an applicant is not recommended for funding, you may submit a request for additional feedback to [grantsinfo@mississauga.ca](mailto:grantsinfo@mississauga.ca). Feedback provided is not a guarantee or commitment of future funding.

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### Grant Timeline

Date	Description
August 26, 2024	Grant Application Opens!  Consult with your community to identify the need you wish to address and develop your project idea. Attending an information session is highly encouraged for anyone considering in applying or discuss your project idea with Community Development staff to know if you are on the right track.
October 11, 2024, 4:30pm	Grant Due Date
October - December 2024	Grants Review
January 2025	All applicants are notified of the recommendation before they go forward to the General Committee meeting in early 2025.
February 2025	General Committee's recommendations are forwarded to Council for final approval.  Organizations are notified in writing of the final grant amount following Council approval.
March 2025	Payment
June 30 <sup>th</sup> , 2025	Mid-year financial reports due for groups receiving more than \$20,000 (only applicable to Arts & Culture and Community grant)
November 2025	Final Reports Due

### Support with Conditions

It may be recommended for a group to receive “Support with Conditions” in cases where there are concerns about a group's financial or organizational sustainability. Groups on “Support with Conditions” receive coaching and guidance from staff and may be asked to provide interim information during the grant period or have requirements attached to the release of grant funds.

**Payment**

All grant payments are issued via Electronic Funds Transfer. To receive funding, new grant recipients must complete a Vendor Request form and an Electronic Funds Transfer form. Grant recipients will receive both documents via email upon recommendation of the grant and must email the completed forms to [ap.central@mississauga.ca](mailto:ap.central@mississauga.ca). Grant recipients must have a bank account under the organization's name on the application form. The City will not distribute grants to personal bank accounts or the bank accounts of other organizations. Existing grant recipients who have not completed an Electronic Funds Transfer must also complete and submit a completed form. Existing grant recipients with any changes to their contact information must also submit an updated Vendor Request form with contact information that matches their 2025 application. Please Note: Applications may be approved for less than the maximum grant amount and less than requested.

**Please Note:** The City does not fund retroactively. If groups choose to start a project or otherwise commit funds before knowing that a grant application has been approved, the City of Mississauga is under no obligation to provide funding.

Type	Description
<b>Organizations receiving Grants of less than \$20,000</b>	The total funding amount is awarded in one payment upon Council’s approval. Although the City aims to distribute funding in a timely manner, please note that the City cannot guarantee the delivery of funds by a specific date.
<b>Organizations receiving Grants of \$20,000 or more</b>	<ul style="list-style-type: none"> <li>• <b>Seventy-five percent (75%)</b> of the total grant awarded will be mailed out approximately four weeks following Council’s final approval.</li> <li>• <b>Twenty-five percent (25%)</b> will be held back until the organization has provided the most recent year-end audited and/or updated financial statements, depending on the organization’s fiscal year-end.</li> </ul> <p><b>Note:</b> The Recipient will have until <b>June 30, 2025</b>, to submit year-end/updated financial statements and any other documentation required by the City. Final payment will be made by the end of <b>August 2025</b>, contingent on the acceptance of the year-end/updated financial statements by the Finance Division.</p>

**Please Note:** All funding is contingent on Council approval. The City reserves the right to adjust payments in the event that changes to the budget are required, subsequent to approval.

## Reporting Requirements

All Final Reports are to be completed and submitted through the Grants Portal.

**Due date:** November 29, 2025

Information requested in the Final Report may include, but is not limited to:

- ✓ Project / Measurement Outcomes – what difference did this funding make and how do you know (ex. strategic alignment, measurement results, testimonials, attendance numbers, photos, etc.):
  - How did funding strengthen the organization through capacity, engagement, etc.
  - How did funding benefit the organization (and in turn, the residents of the city).
  - How did the funding support the strategic priorities.
  - Number of Volunteers / Value of Volunteers / Forecast of Volunteers.
  - Number of Program Participants / Forecast of Program Participants
- ✓ Challenges – provide an overview of any challenges or unforeseen events.
- ✓ Completed Financial Report – outline how the City funds were spent. This is to be signed by an individual authorized to sign on behalf of the organization (i.e. Chair/President, Treasurer, Executive Director).
- ✓ Next Steps – provide an overview of the next steps for the project/applicant as appropriate.
- ✓ Photo(s) of your project in action (if available).

## Multi-Year Funded Organizations

- ✓ All reporting requirements will be outlined in the funding agreements provided to successful organizations upon approval of the Multi-Year grant.

**Please Note:** If a Final Report is not received, the organization may no longer be eligible for future funding.

## Resources and Support

All applicants are strongly encouraged to attend one of the information sessions to hear about the grant process, the requirements, tips for success and to ask questions. Please click on the links below to register. Webinar recordings of the Community Grant Information Sessions will be available upon request, contact [grantsinfo@mississauga.ca](mailto:grantsinfo@mississauga.ca) to receive a copy.

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### **Community Grant and Small Projects Matching Grant Webinar**

Wednesday September 11, 2024

12 – 1:00 p.m.

<https://mississauga.webex.com/weblink/register/r58688eba7a946b64e8cdf24e8175744d>

### **Community Grant and Small Projects Matching Grant Webinar**

Tuesday September 17, 2024

6 – 7:00 p.m.

<https://mississauga.webex.com/weblink/register/r6cfcf2296c78c98288ff77695e6034aa>

For assistance with your application form, please contact the Community Development team:

- E-MAIL: [grantsinfo@mississauga.ca](mailto:grantsinfo@mississauga.ca)
- PHONE: 905-615-3200 Ext. 3337
- WEBSITE: [www.mississauga.ca/grants](http://www.mississauga.ca/grants)

Additional resources and useful information to assist in crafting your proposal:

- City of Mississauga [Community Group Registry Program](#)
- City of Mississauga [Recreation Plan](#)
- City of Mississauga [Park, Forestry and Environment Plan](#)
- Region of Peel [Neighbourhood Information Tool](#)
- City of Mississauga [Open Data Catalogue](#)
  - City of Mississauga Data - [Environment](#)

## **Appendix A: Terms and Conditions of Grant Assistance**

Please note; if your organization (the “Recipient”) receives the financial assistance (the “Grant”) from The Corporation of the City of Mississauga (the “City”) under this Arts and Culture Grant Program (the “Program”), the following conditions will apply:

1. Pursuant to the current terms and conditions, the City may terminate the Grant and demand a partial or full repayment of the Grant, provided if:
  - a) the Recipient makes misrepresentations in its application for the Grant;
  - b) the Grant is not used for the purpose of the services/programs or project as described in the application;
  - c) the services/programs or project proposed in the application is not commenced in a timely manner as described in its application;
  - d) the services/programs or project is not completed within the fiscal year for which the Grant was intended for, except otherwise approved by the City;
  - e) the services/programs or project is completed without requiring the total amount of the Grant;
  - f) the Recipient ceases operating or dissolves;
  - g) the Recipient ceases to operate as a non-profit organization;
  - h) the Recipient merges or amalgamates with any other party;
  - i) the Recipient breaches any of the terms and conditions of the grant assistance; or,
  - j) the Recipient breaches and of the provisions of the Ontario Human rights code, as amended, or any other applicable law, regulations, the City’s corporate policies, by-laws or Program guidelines in its operations.
2. It is the responsibility of the Recipient to notify the City’s Culture Division immediately of the occurrence of any of the grounds for which the City may demand repayment of the Grant provided (listed in Term #1 above) and/or if there are any changes in the funding of the project from that considered in the application.
3. The Grant shall only be used for the purposes outlined in the application subject to City approval. Any change to the purpose of the Grant is prohibited, except otherwise approved in writing by the City.
4. The Recipient will make or continue to make attempts to secure funding from other sources as indicated in its application. If the Recipient fails to secure sufficient funding for the services/programs or project, as indicated in its application; the City, at its sole discretion, may demand a partial or full repayment of the Grant.



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5. The Recipient shall keep and make available proper books of account and records of the financial management of the funds provided by the City in accordance with generally accepted business and accounting practices, the Recipient authorizes the City or its agents to inspect any records, invoices, and documents in the custody or control of the Recipient which relate to the Grant at all reasonable times.
6. The Recipient is required to submit a final report on the operational, project and/or capital activities as required by the City. The Grant may not be made available to organizations that fail to meet reporting requirements for any approved Grant.
7. The Recipient represents and warrants that the services/programs or project shall not be represented as City services/programs or City project, and that the Recipient does not have the authority to hold itself out as an agent of the City in any way. The Recipient shall not hold out the City as a partner or otherwise responsible for any obligations relating to the services/programs or project.
8. The Recipient shall acknowledge the support of the City in all advertising, publicity, programs, signage and plaques relating to the services/programs or project for which funds are granted.
9. In the circumstance the Recipient disbands, the Recipient must notify the City immediately and dispose of their assets in a responsible manner. Any unused portion of the Grant remains the property of the City and shall be returned to the City upon request.
10. The Recipient shall not transfer or assign the Grant or any part thereof to another person.
11. The Recipient acknowledges and agrees that any action taken by or on behalf of the City shall be unconditionally subject to the *Municipal Act*, *Municipal Freedom of Information and Protection of Privacy Act*, as amended, and any other applicable law or regulations governing the City or its agents, including the City's By-laws and Policies (collectively the "Applicable Law") and the City shall not be required to take any action in respect of the Program, or otherwise, if such action would be, or would be reasonably likely to be, in violation of any such Applicable Law or ultra vires the powers of the City.
12. The Recipient acknowledges and agrees that City Staff may accept tickets to events and performances, in accordance with the City's Conflict of Interest Policy, respecting the Acceptance of Gifts, Benefits, or Favours Section of the Policy and that the City and the Recipient shall at all times adhere to rules set forth therein.
13. The Recipient, including its subcontractors, employees, workers, volunteers and agents, shall indemnify and save the City harmless, including the City's elected

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officials, officers, employees, agents and contractors (the “Indemnified Person”), from and against any loss, cost and expense incurred by the City because of any demand, action or claim brought against the City as a result of any loss of or damage to property, personal injury or death, or any other losses or damages, both direct or indirect, howsoever and whatsoever incurred, suffered or sustained by the Recipient, including its subcontractors, employees, workers, volunteers and agents, or by a person other than the Recipient arising out of or in any way related to the Grant received or any obligation of the Recipient under this Program, or by anyone for whom in law the Recipient is responsible.

14. The Recipient, including its subcontractors, employees, workers, volunteers and agents, agrees that it shall absolutely and irrevocably release the City and its Indemnified Person from any liability, loss, damages, costs, expense or claims suffered or incurred by the Recipient, including its subcontractors, employees, workers, volunteers and agents, whether arising in contract, tort, negligence, common law, equity or otherwise, in any connection with the Grant received or any obligation of the Recipient under this Program.
15. The City reserves the right to verify the membership lists provided to the City.
16. The Recipient agrees to receive information on the Program or other related information, news, events, promotions, offers and contests from the City.
17. The Recipient understands and agrees that the receipt of a Grant in one year does not guarantee funding in the following fiscal year.
18. The Recipient shall comply with all of the provisions of the Program guidelines.
19. Pursuant and in addition to the City’s application requirements, receipt of funding and compliance with this Agreement shall be conditional on the recipient, or any recipient staff member acting in their job capacity, not directly or indirectly engaging in any political activity, including not publicly endorsing, supporting, opposing, or aligning itself with any political organization, party, campaign, elected representative, or candidate. Recipients shall be required to comply at all times with *the Income Tax Act*, *the Canada Elections Act*, *the Elections Act of Ontario*, *the Lobbying Act*, and all other applicable laws respecting same. For greater clarity, no funding shall be permitted to be used, either directly or indirectly, for any political purposes, including towards any elected representatives, political candidate, campaign, party, or organization.
20. The Recipient acknowledges that general liability insurance may be required and agrees to obtain, at its sole cost and expense, and maintain insurance that is satisfactory to the City of Mississauga with a financially sound and reputable insurance company licensed to underwrite insurance in the Province of Ontario. A certificate of insurance may be required to the inclusive limit of Two Million (\$2,000,000.00) OR Five Million (\$5,000,000.00) Dollars per occurrence based

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on the City's assessment of risk based on the activities, facility rental(s), and/or provision of goods/services provided through the grant received.

The City reserves its rights to amend or impose additional terms and conditions as is deemed necessary by the City.

GRANTS



**Recreation & Culture Division**  
City of Mississauga  
300 City Centre Drive  
Mississauga, ON L5B 3C1  
[mississauga.ca/grants](http://mississauga.ca/grants)

