

# Community Innovation Grant Application Guide

This grant supports innovative, small-scale projects that aim to enhance the wellbeing of islanders and strengthen the communities of Haida Gwaii, with a focus on the following priority areas:

- **Job Creation:** Support small, innovative projects that create new employment opportunities for islanders, with a focus on sustainable, locally-driven jobs that benefit the community.
- **Health and Wellness:** Enhance the physical, mental, and emotional wellbeing of Haida Gwaii residents by funding programs that promote healthy lifestyles, access to healthcare, and community-based wellness initiatives.
- **Education and Training:** Invest in educational projects and training programs that equip islanders with skills for future employment, personal development, and community leadership.
- **Community Building:** Foster collaboration between local organizations, businesses, and residents to strengthen social bonds and address community needs.
- **Cultural and Environmental Preservation:** Support projects that protect and celebrate Haida Gwaii's unique cultural heritage and natural environment while promoting sustainable use of resources.

## Important Information

- **Applications are due by February 1<sup>st</sup> and September 1<sup>st</sup>.**
- **Maximum funding for an organization is \$10,000 per year. Organizations can apply for this grant annually.**
- **Equity requirements:**
  - Non-profit organizations - 25%
  - Local governments - 50%
- **Projects must start at least two months after the application intake deadline. Any expenses incurred before Board approval will not be eligible for reimbursement.**
- **Applicants with overdue reports are not eligible to apply.**

## Who can Apply?

- Local non-profit organizations.
- Local governments.

## Eligible Expenses

- Only expenses directly related to the project.
- Eligible uses include support for projects that focus on language, the environment, infrastructure needs, emergency preparedness, or technology.
- Temporary jobs providing internships, mentorships, student positions, and work experience for Haida Gwaii residents. Organizations can apply for this grant stream annually.
- Contingency capped at 10% of awarded amount.
- Administration expenses capped at 10% of awarded amount.

## Ineligible Expenses

- Core funding.
- Any expense incurred prior to Board approval.
- Application for temporary jobs that seek to support previously staffed or existing positions, or that relieve government or primarily government-funded organizations of their responsibilities.
- Other items as outlined in the general grant guidelines.

## What do you need to apply for a Community Innovation grant?

- [Apply online at gwaiitrust.com portal.](https://gwaiitrust.com)
- Your total project cost and the amount you would like to request.
- Any additional project funding or revenue you may have.
- A Project Plan.
- Your project start and end date, letters, etc.
- How will you acknowledge Gwaii Trust's support?

## When your project is completed

- Provide your final budget to actual spreadsheet and include all the relevant receipts
- Provide photos of the project - we'd like to share your success!
- Write a brief final project summary - tell us things like:
  1. What went well?
  2. Were there any challenges?
  3. How many people participated or attended?
  4. Any additional comments, feedback, or recommendations.

## I need help with this, who can I speak to?

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