



# Investment Readiness Program

## Frequently Asked Questions

### Practical Questions

#### 1. My organization does not have a charitable number. Can I still apply?

Only if another group with a charitable number is working in partnership and can take on the responsibility of the grant, they make the application using their number working in partnership with you, but they are responsible for the funds and the outcomes.

In other words, if your organization is a **non-profit organization without charitable status**, we can consider your application if you partner with a registered charitable organization or qualified donee with a mandate relevant to the project. The charitable organization that you partner with should be listed as the lead applicant, in other words, the fiscal and legal applicant in receipt of funding for the project; and your organization should be listed as the project partner.

A [qualified donee](#) is either a:

- A registered charitable organization/group of organizations that can issue official donation receipts
- Municipality or Hamlet
- First Nation Band Council

In addition, there are four other Investment Readiness Support Partners, such as [Community Foundations of Canada](#), [National Association of Friendship Centres](#), [National Aboriginal Capital Corporation Association](#) and/or [Chantier de l'économie sociale](#); that have different eligibility criteria for their funding and you are encouraged to apply through other partners if you don't meet the Canadian Women's Foundation granting criteria.

#### 2. We have applied for a grant in the past and not been successful. Can we still apply?

Yes, try to gain insight as to why you were not successful by speaking to staff from the Foundation or to someone with experience, and adjust your approach accordingly.

#### 3. Our financial statement / annual report is not yet ready. What should I do?

Send in the most recent report or statement and follow up with updated versions as soon as they are available.

**4. Can I send the support letters after the application deadline?**

No. Please make sure that all required documents are submitted on time.

**5. We do not have any letters of support from women's organizations. Will that affect how my proposal is assessed?**

It is preferable to have letters of support from groups with experience working mainly with women in a context of empowerment. Not having this could adversely affect your application.

**6. Do you fund operations or provide core funding?**

No. We fund the access of services and supports that will advance Social Purpose/ Social Innovation/ Business Initiatives only.

**7. Can I apply for funds for a men's initiative or initiatives involving men?**

No. Canadian Women's Foundation's Investment Readiness Program supports social innovation and social finance work done by social purpose organisations that support women.

**8. Do you fund furniture and office equipment?**

No.

**9. Can I submit two applications for the same granting cycle?**

No. We only accept one proposal per organization per granting cycle.

**10. When will the grants be made?**

Decisions are made by the board in late June and the funds will be released starting in July.

April 3, 2020	Applications due
April 6 - May 24, 2020	Review of applications & shortlisting proposals (by Staff and Advisory Committee)
May 25, 2020	Advisory Selection Committee meeting to review shortlist and make final recommendations to the board for approval
June 25, 2020	Board Approval of final grants selected

July 2020	Successful grantees notified
July 2020	Outstanding applicants notified

### 11. How will I be informed of the different stages in the process?

Successful and unsuccessful applications will be informed by email in July 2020.

### 12. Can I call for updates about my grant?

Yes, but please remember that due to the high volume of inquiries, staff may at times be unavailable to respond to your inquiry in a timely manner.

### 13. We currently receive/have received a grant from the Canadian Women's Foundation for this initiative or another program. Are we still eligible to apply?

If Canadian Women's Foundation has funded a project previously, you may reapply, and receive funding for services related to the same project by demonstrating how this funding will advance your investment readiness.

## Application Content and Budget Questions

### 14. Does the application for funding have to support us accessing services/support from one of the ESDC funded Expert Service Providers or can we use these funds to access services/support from other service providers?

You are welcome to apply for funding to access services/support from any service provider - we want applicants to work with whichever provider will best serve their needs.

For reference:

- ESDC-funded Expert Service Providers as a reference for applicants who are looking for ideas of service providers to connect with are listed in this link:  
<https://www.canada.ca/en/employment-social-development/programs/social-innovation-social-finance/investment-readiness.html>
- A more detailed list of specialized expert service providers is available here:  
<https://innoweave.ca/coaching-streams/support-services/>

To reiterate, applicants are welcome to work with whichever provider that best serve their needs, you are not required to select a provider from this list.

### 15. Can I apply for funding above the \$50k limit?

No, the board-approved granting limit for the Canadian Women's Foundation for this Investment Readiness Program are \$50k. This will ensure we are able to fund more organizations and broaden our support to social purpose/social innovation/business initiatives.

### 16. Are you prioritizing funding organizations that are closer to investment readiness?

The Foundation aims to support organizations along the Investment Readiness Continuum equally. Priority will be given to organizations who have a clear need to access a service/support to advance their initiative along the Investment Readiness Continuum, but no bias will be placed around where organizations are at currently.

### 17. Can an organization apply for funding from various Readiness Support Partners?

Organizations can only receive funding from one Readiness Support Partner for one specific service or initiative. Complementary funding for different initiatives or different supports/services to advance an initiative may be requested from different Readiness Support Partners listed below:

- [Community Foundations of Canada](#)
- [National Aboriginal Capital Corporations Association](#)
- [National Association of Friendship Centres](#)
- [Chantier de l'économie sociale](#)

### 18. What are the ineligible budget expenses?

The Canadian Women's Foundation does not fund:

- Individuals
- Federal, provincial or municipal government agencies and school boards (they can be involved but the grant will be made directly to the community organization)
- Profit-based organizations (they can be involved as a partner, but they cannot be the lead applicant and fiscal/legal agent in receipt of funding)
- Fundraising events
- Conferences
- Projects outside of Canada
- Projects not solely or primarily focused on women, girls, trans, two-spirit, and nonbinary peoples
- Deficit or emergency funding
- Films or videos (unless this is part of a larger project)

- Capital expenditures and the normal cost of business (incl. rent, leases, major capital equipment purchases, depreciation of capital assets, ongoing administration costs, procuring real estate, etc.)
- Self-defense training (if it is the only component of the project)
- Costs that exceed the rates set out in the Directive on the Management of Expenditures on Travel, Hospitality and Conferences. Appendix A, section 2.3 of Canada's Treasury Board: <https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=27228>
- Costs of any goods and services purchased for which you may claim a tax credit
- Fines and penalties, and insurance coverage
- Cost of alcoholic beverages

### 19. What are potential eligible project expenses?

Applicants ensure that project budget expenses are eligible, reasonable and are directly related to the project. The list of eligible expenses is not exhaustive and can include other expenses not listed.

- Business planning
- Feasibility/viability study
- Accounting services, financial recording
- Marketing and branding
- Financial modelling
- Impact and reporting measurement
- Investment structuring
- Tendering and bid writing
- Legal services
- Product development
- Market analysis and understanding
- Software and/or web design
- Management coaching
- Incremental administration costs for implementing the project
- Personnel expenses: New, existing, and/or back-filled staff hires/positions are eligible expenses if the person is fully dedicated to working on the proposed Investment Readiness project. Part-time and full-time staff expenses are eligible; however, you must indicate the full-time equivalent (FTE) number e.g. full-time = 1.0 FTE, part-time = 0.5 FTE, 20% of the time for a existing staff person = 0.2 FTE

### 20. Are administration costs eligible for registered charities?

Yes. Administration costs are eligible; however they must be reasonable and incremental expenses that are dedicated 100% to the delivery of the project. There is no maximum amount that can be allocated to administrative costs, however applicants are encouraged to explain in the application if a sizable portion of the proposed budget is allocated to administration.

**21. If my non-profit organization partners with a registered charity or qualified donees (e.g. Municipality, Hamlet, First Nation Band Council) to become the fiscal agent responsible for the grant, can a portion of the funding be used for administration costs incurred by the charity/qualified donee?**

Yes. Administration costs are eligible; however they must be reasonable and incremental expenses that are dedicated 100% to the delivery of the project. There is no maximum amount that can be allocated to administrative costs, however applicants are encouraged to explain in the application if a sizable portion of the proposed budget is allocated to administration.

**I have read these FAQs and I would still like to contact staff from the Foundation.**

We are always happy to hear from prospective grantees!

<p>Telephone : (416) 365-1444 Toll-free : 1-866-293-4483</p>	<p>Fax : (416) 365-1745 TTY : (416) 365-1732</p>
--	--

For questions related to eligibility requirements, technical issues, troubleshooting, and/or the online application process in the portal, please contact:

Phaedra Maicantis (Grants Administrator) ext. 263  
[socialinnovation@canadianwomen.org](mailto:socialinnovation@canadianwomen.org)

Rifka Khalilieh (Grants Administrator) ext. 223  
[rkhalilieh@canadianwomen.org](mailto:rkhalilieh@canadianwomen.org)

For substantive questions related to the proposed project, please contact:

Sagal Dualeh (Director, Investment Readiness) ext. 221  
[sdualeh@canadianwomen.org](mailto:sdualeh@canadianwomen.org)