

## Environmental Operating Grant - Guidelines & FAQs

Applications due: October 9<sup>th</sup> 2024

### FAQs

#### **What are Environmental Operating Grants?**

Environmental Operating Grants provide three years of operating funding for Albertan environmental charities to help offset expenses.

#### **Who is eligible?**

To be eligible for an Environmental Operating Grant your organization must:

- Have registered charitable status with Canada Revenue Agency or be a qualified donee.
- Operate **exclusively** within Edmonton and/or Northern Alberta. Our definition of “Northern Alberta” is somewhat flexible, but we generally consider the City of Wetaskiwin to be the southern boundary of Northern Alberta.
- Have a primary charitable purpose that is environmental in nature, including renewable energy, energy conservation, and climate change; environmental education; land, habitat, and wildlife conservation; waste management; and air and water quality.

#### **How much funding is available?**

The total funding pot available is \$300,000/year for three years, for a total of \$900,000. These funds will be distributed among all successful applicants. With that in mind, please ask for what your organization needs.

#### **Can I apply for three years of funding?**

Yes. The grant stream is intended to provide three years of support to successful applicants.

#### **What expenses are eligible?**

All operating expenses are eligible. This includes things like rent, utilities, equipment, professional development, and staff salaries or wages.

#### **Grants are NOT available for the following:**

- Deficit funding
- Endowments
- Conferences, annual events, or organization celebration
- Capital campaigns and purchase of land and/or buildings

- Faith-based organizations and activities that require religious participation by those receiving services or that are providing religious education
- Private schools, charter schools, or post-secondary institutions, including their foundations
- Grants primary benefitting individuals (i.e. scholarships, bursaries, gift cards, vouchers, etc.)
- Other funders and organizations whose primary purpose is to raise money for a third party
- Any expenses incurred prior to the Foundations' decision date

### **Where can I submit an application?**

Applications can be submitted here: <https://ecfoundation.smartsimple.ca/>  
Visit the ECF [website](#) to learn about our online grant portal.

### **What is the application deadline?**

October 9<sup>th</sup>, 2024. All applications will be reviewed after the deadline.

### **How will funding decisions be made?**

Funding decisions will be made using a holistic review process completed by a volunteer committee with expertise in the environmental sector. The review includes an assessment of written short answer questions and submitted financial information. Applicants are assessed individually and in relation to the pool of applicants.

If more applicants make it through the review process than the grant program can support the committee will take into consideration the amount of funding an organization has received from ECF in the past few years.

### **When will funds be distributed?**

Funds will be disbursed annually until the grant term ends. The first year of funding will be disbursed in December 2024.

### **Is there an appeals process?**

No, there is no appeals process. If your application is declined, you can set up a conversation with ECF staff to receive feedback.

### **What grant reporting is required?**

Annual reporting may include a combination of virtual or in-person meetings with ECF staff and group meetings with all successful applicants to discuss the grant's impact on the organization and broader community. There is no need to provide written materials for these meetings.

## Environment Operating Grant - Application Questions

- A. Contact Information tab (Name, Position, Phone, Email, Organization, Address)
- B. Please provide a summary of your organization.  
*Who are you? What do you do? How do you do it?* [300 words max]
- C. Please indicate which of the following Environmental Focus Areas align closest to your organization's mandate:
- Renewable energy, energy conservation, and climate change;
  - Environmental education;
  - Land, habitat, and wildlife conservation;
  - Waste management;
  - Air and water quality.
- D. How much funding are you applying for? [Year 1, Year 2, and Year 3 amounts to fill out]
- E. Describe how you would like to spend the operating funds. [200 words max]
- F. How will spending the funds this way help your organization?  
*You may wish to consider any currently unmet needs in your organization that this funding would help address, organizational stability, or opportunities for growth in your answer.* [300 words max]
- G. How will spending the funds this way support or enable resilient, nature-based ecosystems in Northern Alberta? [300 words max]
- H. Does this project connect with Indigenous peoples? Are Indigenous traditional values and knowledge incorporated into this project? If so, how? [200 words max]
- I. Additional information.  
*This question is an opportunity to add additional context to your application.* [200 words max]
- J. Attachments.
- 3 Year Budget [pdf] - *Provide a budget indicating how you would like to spend the Environmental Operating Grant. Additional information in the budget may provide further clarity to your application, for example, include hourly rate and number of hours worked for position requests. Please note, if you are successful in receiving the grant you will be able to reallocate the funds, should a situation arise, following consultation with ECF staff.*
  - Most recent financial statement (audited preferred) [pdf]
  - Board List - *Provide name, position, City/Town, and a brief sentence describing their relevant background and/or skills* [pdf]