



**METCALF**  
**FOUNDATION**  
**ENVIRONMENT PROGRAM**

## **Enabling Solutions**

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2017 Application Guidelines

## METCALF FOUNDATION

The George Cedric Metcalf Charitable Foundation's mission is to enhance the effectiveness of people and organizations working together to help Canadians imagine and build a just, healthy, and creative society.

### We focus our efforts on three areas:

- improving economic livelihoods for low-income people in Toronto;
- building a low-carbon, resource efficient, and resilient Canada; and
- leveraging opportunities for new approaches and shared learning in the performing arts.

Our work is grounded in the belief that change happens when we share hopeful visions of the future, work and learn collectively, think broadly in pursuit of comprehensive solutions, and take a meaningful role in the decisions that affect our lives.

We believe that non-profit organizations play a critical role as catalysts who animate and facilitate lasting change. They create space for people to connect, communicate, and participate. We are interested in organizations that are deliberately engaging communities in their work and developing new strategies and collaborations.

### We encourage success by:

- supporting dynamic leadership — celebrating, developing, and strengthening leaders who are contributing to positive change;
- nurturing new ideas and practices — exploring and developing innovative approaches to tackling tough problems and seizing opportunities; and
- fostering integrated thinking — creating opportunities for ongoing dialogue, collaborative learning, and reflection to build new knowledge and inform action.

In our work, we aim to be clear, open, reflective, and responsive. We actively seek to learn from our experiences with funded projects and from our ongoing exploration of issues and ideas. We expect our grant-making practices to evolve as we strive to realize the full potential of our commitment and resources.

## ENVIRONMENT PROGRAM

Our Environment Program aims to help build a low-carbon, resource efficient, and resilient Canada. We believe our ability to mitigate the impact and severity of climate change and transition to a low-carbon society is one of the major challenges of our time. While the issues associated with this challenge are great we see an opportunity for substantial action, at both a policy and community level, in two important areas. These areas comprise the focus of our funding and align with our long-standing commitment to advance pragmatic approaches in support of bold visions. They are:

[Cycle City](#)

[Enabling Solutions](#) (information and application follow)

## ENABLING SOLUTIONS

The goal of Enabling Solutions is to help advance the regulatory, policy, and economic actions required for building a low-carbon, resource efficient, and resilient Canada.

Funding will support public education, research and policy analysis, and other complementary efforts to support sustained climate leadership at the provincial and national levels. Underlying much of the work funded in this program is a common desire to create public dialogue, understanding, and space for climate solutions to grow and flourish in Canada.

Bold ideas grounded in evidence-based research, and advanced with creative strategies that blend communications, outreach, and community engagement are encouraged. As are applications from collaboratives that are cross-sector in nature and include non-traditional partners.

### Eligibility

Organizations may apply individually or in collaboration with others. Lead applicants must:

- be committed to advancing low-carbon solutions at the provincial and national levels;
- be active within Ontario; and
- have a current, valid charitable registration from the Canada Revenue Agency.

### Deadlines

For 2017, the deadlines for applications to Enabling Solutions are:

**April 5 at 5:00pm**

**October 11 at 5:00pm**

### Funding Decisions

Applications will be reviewed by the Foundation's Board and staff, assisted by an advisory panel with knowledge of the sector. For the April deadline, funding decisions will be made in June 2017. For the October deadline, funding decisions will be made in December 2017.

### \* Please Note \*

In advance of applying, prospective applicants are encouraged to contact Metcalf's Environment Program Director, Andre Vallillee, to discuss proposal ideas: [avallillee@metcalffoundation.com](mailto:avallillee@metcalffoundation.com) or 416.926.0366 x 230

## Application

### General Information

Lead Organization:

Project Partners (if applicable):

Primary Contact Name and Position:

Mailing Address:

Telephone:

Email:

Website:

Charitable Registration Number:

### Project Summary

Project Title:

Total Amount Requested (per year if multi-year request):

Project Duration:

Please provide a summary of the proposed work (max 250 words):

### Project Details

Please address the following eight points in your application, using no smaller than 11 point type and 1.5 line spacing. Proposals longer than 8 pages will not be reviewed.

1. **Context is key.** Please describe why this work is important to enabling low-carbon solutions in Canada. Context to consider: timeliness of proposed work; potential for significant impact; response to community need; opportunity for collaboration.
2. **What success looks like.** In specific terms, please identify the goal(s) you aim to achieve through your proposed project.
3. **Your strategy for achieving your goals.** Please describe the plan for achieving your goal(s). What evidence, experience, or underlying rationale led you to this approach?
4. **How you will know if you are succeeding or missing the mark.** Please explain how you will be evaluating progress for the duration of the proposed project. What indicators of success will you be keeping an eye on? How will you collect and process feedback, information, and experiences to determine whether midcourse corrections are necessary?

5. **Tell us about yourself.** Given the nature and focus of the proposed project, why are the project leads (organization and staff) well-positioned to achieve success? Include reference to individual skills, experience, and qualifications related to similar projects and areas of work.
6. **How you will leverage other resources for greater impact.** How are you leveraging other sources of funding, building on work-to-date, and/or collaborating with other partners with shared goals?
7. **Work plan and budget.** In a table format, please include a work plan and budget for each year of requested funding. The table should include the following columns: Activity; Deliverable; Lead(s); Timing; Budget (please note other funding that is confirmed or pending).
8. **Additional information.** In addition to your 8-page proposal, please submit:
  - Short bios for key project leads.
  - The lead organization's most recent financial statements.

Please mail or courier **two** paper copies of all materials, printed double-sided, to:

Metcalf Foundation  
Attention: Andre Vallillee  
Environment Program Director  
38 Madison Avenue  
Toronto, Ontario M5R 2S1

**and** submit an electronic version by email to:  
[hdunford@metcalffoundation.com](mailto:hdunford@metcalffoundation.com)

Application deadlines: **April 5, 2017 at 5:00 pm** and **October 11, 2017 at 5:00pm**

Please note that we are unable to consider late or incomplete applications for funding. Both paper and electronic copies **must be received at the Foundation** by the date and time listed above.