

### Overview

The Choices that can Change Lives Fund provides small grants to help individuals and families pursue dreams and goals when all other resources are exhausted.

### Applicant Eligibility

- Must currently receive service from or attend a Community Living Toronto program
- Must be a current Member of Community Living Toronto
- Must have used up all other financial resources available, including government funding and funding from other sources such as service agencies and non-profit organizations and provide proof of this in the application
- Must show that the request matches goals or plans they have been working on. Goal and planning documents can include the following: individualized service plans, education plans, plans of care, formalized goal setting processes, or person directed plans.
- Must show that they have been working towards these goals or dreams either through:
  - Personal savings
  - Money that has been personally fundraised or from other sources
  - The use of funds from current funding supports listed in the application
  - Applications to other funding sources that may/may not have been approved yet
  - Contributions that will be covered by the applicants such as travel, meals or accommodation that are not part of the total cost of the request
  - Contributions such as donated equipment or services, luggage for a trip, class fees that may have been waived or donated uniforms for school, work or a sports team.
- Individuals employed by Community Living Toronto who meet the above criteria may apply to the Fund.

### Terms of Funding

- Individual or family requests will only be funded to maximum of \$1,000
- Families requesting funding may only submit one application
- A group of four or more individuals who attend a Community Living program or receive service and have a common goal or dream may apply as a group
- Group requests will only be funded to a maximum of \$500 per individual or \$5,000 total for larger groups
- Successful applicants must wait 2 years before re-applying to the Choices Fund
- Upon receipt of a Choices Fund grant, individuals and/or families will be required to enter into a Funding Agreement with Community Living Toronto
- The Funding Agreement will provide the terms of the grant agreement and accountability requirements
- The Funding Agreement must be signed and understood before any grant funds are disbursed

## **Examples of the types of grants funded when there is a clear connection to a dream or goal that the family or individual has been working towards**

- Classes or tutoring
- Music lessons
- Camp or recreational activities
- Concerts or sporting events
- Assistive technology - accessible hardware or software
- Extra daytime relief or evening respite support to help with community participation goals
- Travel assistance for family visits or vacations
- Gym memberships or sports team fees
- Sports equipment
- Support worker subsidy when linked to community participation goals
- Community outings or additional support worker help to support travel training goals

## **Occasionally requests for the following may be funded when there is a clear link to the applicants goals and dreams and to help with community participation goals**

- Assistive devices

## **Grant requests not funded through the Choices that can Change Lives Fund include**

- Requests for household goods and appliances
- Crisis needs
- Alternative or unproven therapies
- Veil beds
- Speech or occupational therapy

## **Important to note**

- The purpose of the Choices Fund is to provide small grants to assist individuals or families with dreams or goals they have been working on
- Applications submitted with invoices that are paid in full with travel or start dates prior to funding approvals, will be returned and not moved forward in the funding review process
- Applicants relying 100% on the Choices Fund without indication of any other contributions as listed as part of the eligibility will be returned and not moved forward in the funding review process

**Applicants and/or their staff supports are encouraged to contact us to discuss their funding requests prior to submitting their application.**

## Application Attachments and Components

**This checklist must be included as part of the application.**

**Applications without the necessary attachments and components will be marked incomplete and returned.**

- Goal planning document (Person directed plan or age appropriate plan)
- Copies of letters or applications to any other sources of funding for this specific goal or dream
- Clear outline of the steps taken or by the individual/family or group members or contributions made towards making this dream or goal happen prior to applying to the Choices Fund
- Completed budget worksheet(s)
- Copies of quotes, estimates or registration forms that pertain to the request
- A minimum of two letters of recommendation per applicant  
These letters can be from an employer, teacher, placement provider, support worker, agency staff, medical professional, social worker or other agencies and should indicate why they would recommend that the applicant be approved for funding for the specific goal or dream they are applying for
- Copy of current Membership Card(s)
- Signed Statement of Understanding

## Application Process

The Choices Fund accepts applications two times per year

Spring deadline - March 31 (applicants contacted at beginning of June)

Fall deadline – September 30 (applicants contacted by end of November)

### Submit completed applications to

Choices that can Change Lives Fund Grant Review Committee

20 Spadina Rd., Toronto, ON M5R 2S7

E-mail: [mdasilva@cltoronto.ca](mailto:mdasilva@cltoronto.ca)

### For further information contact

Sylvie Labrosse, Manager, Fundraising

E-mail: [Sylvie.labrosse@cltoronto.ca](mailto:Sylvie.labrosse@cltoronto.ca) | Phone: 647.729.1180