



Community Wellness Grant Program Information and Application

August 2024

Community Wellness Grant Information

(Application begins on Page 7)

What is the purpose of the Community Wellness Grant Program?

The purpose of the Eastern Regional Wellness Coalition (ERWC) Community Wellness Grant program is to support community involvement and action to promote wellness. This program provides opportunity to foster and strengthen community partnerships.

This Community Wellness Grant Program will support coalition members with initiatives and/or projects related to the Coalition's wellness focus areas outlined below:

Healthy Eating

Healthy eating is about the foods we eat *and* how we eat them. It includes eating together with family and friends, eating at home, at work, at school, and at social events. It's about eating what we enjoy, trying new foods, learning how to cook, having a routine of meals and snacks and so much more. All of these are part of how we develop healthy eating habits for a lifetime.

Physical Activity

Physical activity includes exercise as well as other activities which involve bodily movement. For example, playing, working, and using active ways to get around your community, household chores, and recreational activities. Physical activity has numerous benefits across the life span. It promotes healthy growth and development in children and youth and is important for healthy aging, improving and maintaining quality of life and independence in older adults.

Tobacco and Vape-Free Living

Communities, organizations, and agencies play an important role in promoting tobacco and vape free living. Working together, they can prevent youth and young adults from starting to use tobacco and vape products; support people to quit and stay smoke and vape free; protect others from second-hand smoke by creating smoke and vape free spaces and policies; and help change attitudes about tobacco and vaping.

Healthy Environments

Healthy Environments is about creating and maintaining environments which promote good public health. The way communities are built can influence the opportunities we have to be healthy. It involves activities that help create healthier conditions such as recycling, composting, and developing green spaces.

Mental Health Promotion

Mental health promotion is about promoting good mental health and well-being for all individuals and communities. It includes such things as creating supports in our communities, developing positive coping skills, building strong self-esteem and being able to use the resources available to us.

Injury Prevention

Injuries can often be prevented if safety measures are considered ahead of time. Many of the injuries from car, snowmobile or ATV accidents, poisonings, falls, fire or water-related incidents can be prevented or reduced.

Child & Youth Development

Infant and early childhood experiences influence health throughout life. It is important to support health and well-being from infancy through the teenage years in areas such as healthy pregnancy and birth, parenting and family support, education and care of children, and community support.

Sexual Health & Wellbeing

The promotion of sexual health and wellbeing is about getting people to take control over, protect and improve their sexual health. Sexual health should be maintained as you would any other aspect of your health, such as healthy eating or active living.

What amount of funding is available?

Grants are available up to a maximum of **\$1000.00**.

Who can apply?

- ERWC members. If your group is not currently a member, it can join by completing a membership form located on ERWC website www.easternwellnesscoalition.com or call 466-6302 to get a copy. Membership is free. ERWC members operate in the geographic boundary of the Coalition (from Port Blandford to Holyrood including the Bonavista and Burin Peninsulas, Placentia and Trinity Conception areas).
- A non-profit group interested in promoting the health and well-being of their community. A group is considered non-profit if it meets all the following conditions: it is organized and operates solely for not-for-profit purposes and it does not make any of its income available for the personal benefit of any of its members. *Business and for-profit groups are not eligible to apply.*

- Members who are in good standing with the Community Wellness Grant Program (if your group received a Coalition grant previously, all required reports and receipts must have been submitted).

What are the project requirements?

- You must have **one or more partners to carry out the project.**

A partnership is defined “as a relationship where two or more parties, having compatible goals, form an agreement to do something together. Partnerships are about people working together in a mutually beneficial relationship, often times doing things together that might not be able to be achieved alone.”

Partnerships are not:

- "simply a gathering of people who want to do things
- not effective if there is a hidden motivation
- there is an appearance of common ground, but many agendas exist
- there is tokenism, or the partnership was established just for appearances
- one person has all the power and/or drives the process
- there is no sharing of risk, responsibility, accountability and benefits.”

A partner should be separate from your group/organization.

Partners may contribute in many ways, such as:
 providing volunteers to help plan or carry out the project
 sharing of skills and knowledge to help with the project
 providing resources i.e. space, equipment, supplies

- You must address **one or more** of the ERWC Community Wellness Grant Program wellness focus areas.

What expenses are eligible?

Below are some examples for eligible expenses:

- Materials and small equipment (e.g. resistance bands, snowshoes, basket and soccer balls, pedometers).
- Materials for a community garden and/or community kitchens (e.g. seeds, topsoil, blenders).
- Cost for food for ongoing community-based cooking programs.

- Healthy snacks to be provided for participants during the grant project or program. Up to a maximum \$100 per grant. *If request for healthy snacks is not attached to a grant project, group can apply for Discretionary Funding.*
- Guest speaker and instructor fees to a maximum of \$300. Speakers or instructors may include experts in wellness topics. **Please provide specifics when requesting fees for speakers/instructors.** The speaker/instructor cannot be a member of your group or organization and must provide an invoice to your group as documentation for fee payment.

What expenses are not eligible?

- Fund-raising drives/events, prizes or contest money
- Registration or conference fees
- Services which are mandated through agencies/organizations (e.g. individual or group services that are offered through Eastern Health to community)
- Core operating expenses (e.g. utilities, rental fees, light, heat, routine office functions, salaries)
- Scholarships, bursaries
- Capital costs (e.g. computers, furniture, remodeling/renovations)
- Travel
- Activities considered outside best practice for health and safety (e.g. helmet sharing, food rewards)
- Infrastructure (e.g. trail development, playground equipment)
- Advertising (e.g. brochures, pamphlets)
- Large scale exercise equipment that encourages single use (e.g. treadmills, stationary bikes, elliptical equipment)
- Clothing (e.g. T-shirts, uniforms)
- Items considered more individual-based (e.g. self-care kits, hygiene related products)

How will a group/organization know if they are approved/not approved for a grant?

The ERWC Finance Sub-Committee reviews and approves all applications. All applicants will be mailed a letter about the status of their application. This process can take up to 6 weeks.

The ERWC Finance Sub-Committee-reserves the right to determine suitable uses of the grant funds.

Is a final report required?

YES! All grant recipients must complete a final report.

- Reports must be completed within one year of receiving funding.
- Receipts (originals or copies) are required as part of the report.
- Any monies not spent as outlined in the project budget must be returned to the Coalition at the end of the project.
- Applications for future projects will not be accepted until reports and receipts are received.

When are application deadlines?

- Applications must be received on or before the deadline date. Applications received after the deadline date will not be considered. However, a group can reapply for the next grant round if they choose to do so. **Coalition members can only be approved for funding once in a calendar year.**
- Applications must fit within the time frames listed below:

February 1: Applications for spring grants must be received.
October 1: Applications for fall grants must be received.

Please Note: Providing a legible and complete application is important. Incomplete or those applications that cannot be read may not be considered.
 New applications will not be accepted until reports and receipts are received from any previous approved projects.

How does a Coalition member apply for a community grant?

Interested Coalition members must complete the grant application form (pages 7-11). The completed form should be forwarded by mail, email or fax on or before deadline date to:

**Eastern Regional Wellness Coalition
 Health Promotion Division
 35 Tilley's Road
 Clarendville, NL A5A 1Z4
 Email: tammy.greening@easternhealth.ca
 Fax: 709-466-6305**

Additional copies of the Community Wellness Grant application can be downloaded from the Coalition's website at www.easternwellnesscoalition.com or call the number below.

Who can a group/organization contact if they have questions about the application or about their project or initiative?

You can contact the Coalition’s Co-Chair: Tammy Greening at 466-6316 or email: tammy.greening@easternhealth.ca

Acknowledgement

Grant recipients are asked to acknowledge the contribution of the Eastern Regional Wellness Coalition as appropriate in their project such as in written materials, displays, media interviews. The Coalition logo and promotional items are available upon request.

Important Dates to Remember:

February 1: Applications for spring grants must be received.

September 30: Applications for fall grants must be received.

Please note: Previously funded grant recipients are required to have a final report and receipts (original or copied) submitted prior to reapplying.

Send completed application by mail, email or fax to:

**Eastern Regional Wellness Coalition
Health Promotion Division
35 Tilley’s Road
Clareville, NL A5A 1Z4
Email: tammy.greening@easternhealth.ca
Fax: 709-466-6305**

For Office Use Only:

Date Received: _____
Date Reviewed: _____
Approved By: _____
Amount Awarded: _____



Eastern Regional Wellness Coalition Community Wellness Grant Application

Name of Group: _____

Contact Person: _____
(If this person will not be the lead person for your project, please indicate who will be leading the project:

Alternate Contact Person: _____

Mailing Address: _____

E-mail Address: _____

Telephone #: _____

Please indicate the name of the group that should appear on the grant cheque:

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35 Tilley's Road
Clareville, NL A5A 1Z4
Email: tammy.greening@easternhealth.ca
Fax: 709-466-630**

Project Description

Project Name: _____

Estimated Start Date: _____

Estimated End Date: _____

1. What do you plan to do and how will you do it?

2. Who is the project intended for? (target group)

3. How will the people in your target group be involved in the planning and carrying out of the project?

8. Who are your project partners for this project?

9. What are these partners doing to help with this project?

10. What will you do to find out if the project was beneficial for your community?

11. What else would you like us to know about your project?

12. How will you recognize the contribution of the coalition? (posters, newsletters, etc.)

Budget				
Project needs (list each specific item along with how many)	Estimated Cost	Funding Sources*		
		Wellness Coalition	Other Cash	In-kind
Example: 10 snowshoes	\$100 each= \$1000			

*Please note that Funding Sources include where all money for the project is expected to come from. You may not have any other funding sources.

- **Wellness Coalition** - Please indicate the amount of funding you are requesting for each item.
- **Other Cash**- includes money your group/organization can contribute as well as funding from other sources. Some money may be received to cover some costs like printing, nutrition breaks, rental etc.
- **In-Kind** – *Please estimate if possible.* Includes any contribution that you do not receive or pay money for. Examples are use of meeting space, outdoor space for a community garden, equipment from another group.

You can have an item that will use all three funding sources. Your funding sources should add up to the total cost of your budget needs.

Total Cost and Funding	
Total funding requested from Wellness Coalition (maximum \$1,000.00)	\$
Total cash from other sources	\$
Total for in-kind donations	\$
Total cost for this project	\$

Please Note: Two signatures are required. Application must be signed by authorized member within your group/organization

Signature of Applicant

Signature of another person in your group

Date

Date