# **ELIGIBILITY FOR GRANTS**

The ELF offers small grants in order to assist Canadian schools and community organizations with program support for intensive literacy program delivery.

Our mandate is to support literacy initiatives geared towards marginalized children and youth, aged 5-29.

Funds may be used for salary, classroom materials or books (related to direct literacy program delivery – please note that “book-buying projects” without an associated program component will not be funded).

An advisory committee will judge applications on a competitive basis. We will make every effort to notify you of their decision within three months of your application for funding. Not all applications are approved for funding.

The ELF can only grant to organizations with a charitable registration number.

ELF grants include free, bilingual literacy and life-skills workbooks for use in your program, as well as free training workshops on effective literacy program development (delivered in 3 hours, by Zoom or a similar platform, at your convenience).

Grants are typically made in the range of $500.00 to $2000.00.

**DEADLINE AND SUBMISSION REQUIREMENTS**

* Once you receive your application, please type or neatly print your answers. We would be happy to send you an application form by email.
* Please return the application to us at your earliest convenience.
* Please send your completed application *by mail* or *email (excellenceinliteracyfoundation@hotmail.com)*. Faxed applications will not be accepted. If you email an application please call to confirm receipt.
* If mailing your application, please mail it to:

# The Excellence in Literacy Foundation

PO Box 639

Richmond, Ontario

K0A 2Z0

We would be delighted to answer your questions. Please don’t hesitate to give us a call at 613.838.5539 or at our toll-free number, 1.866.855.5650.

## **GRANT APPLICATION COVER PAGE**

#### Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |
| --- | --- |
| **ORGANIZATION NAME** |  |
| **ADDRESS** |  |
| **CONTACT NAME** |  |
| **TITLE** |  |
| **PHONE NUMBER** |  |
| **EMAIL ADDRESS** |  |
| **WEBSITE ADDRESS** |  |
| **CHARITABLE REGISTRATION**  **NUMBER** |  |
| **AMOUNT REQUESTED** |  |

1. In what year was your organization/program established? Please indicate if it has yet to be established.
2. What is the vision of your literacy program? No more than three sentences please!
3. What geographic community do you serve (e.g.: downtown Montreal)?
4. How many children and/or youth will participate in your literacy program?
5. What population do you serve? Please check off the different group or groups that apply to your program and indicate the approximate percentages. We understand that you may not collect data with regard to percentages. If that’s the case, please provide general feedback or leave that section blank. Understanding the communities you serve will help us deliver more effective workshops to your team should that be helpful.

\_\_\_ children aged 5-8 \_\_\_\_%

\_\_\_ children aged 9-12 \_\_\_\_ %

\_\_\_ children aged 13-18 \_\_\_\_ %

\_\_\_ youth aged 18-29\_\_\_\_\_%

\_\_\_ participants from low-income communities \_\_\_\_ %

\_\_\_ participants from newcomer and refugee communities \_\_\_\_ %

\_\_\_ participants from Indigenous communities \_\_\_\_ %

\_\_\_ participants with exceptionalities \_\_\_\_ %

1. How many volunteers do you anticipate will be involved in your program?
2. Please describe your program. A paragraph or two is great!
3. Please provide 1 - 3 measurable outcomes and/or outputs for your project. For example, a measurable outcome would be: “We will increase literacy skills among our students by 100%.” An indicator would be: “We will determine this through the application of standardized testing.”

|  |  |
| --- | --- |
| **Outcome** | **Indicator** |
| 1. |  |
| 2. |  |
| 3. |  |

1. If awarded, how will you use ELF funds?
2. Please check off any and all of the following if appropriate.

Our program -

\_\_\_\_ has applied ELF workbooks

\_\_\_\_ has applied ELF training

Please note that ELF grants include the delivery of free verbal, phonetic, comprehension, and writing workbooks; vocational education and employability materials; leadership modules; financial literacy workbooks; and role model studies. Most of our workbooks are available in English and French.

ELF grants also include the delivery of free training workshops. Virtually all of our partners report a substantial increase in the literacy skills of their program participants after applying ELF training methods. In our 3-hour session (delivered by Skype at your convenience), we will discuss the development of:

* inspiring, effective, powerful, and joyful programs
* skills related to verbal, phonetic, comprehension, and writing instruction
* best practices when applying the ELF’s Literacy Pillars, leadership, vocational education, employability, and financial literacy workbooks
* effective literacy assessment systems

Please indicate whether or not you are open to receiving ELF literacy materials and training workshops:

\_\_\_\_ Yes, we would like to receive materials and attend a workshop

\_\_\_\_ Yes, we would like to receive materials

\_\_\_\_ Yes, we would like to attend a workshop

\_\_\_\_ No, we are not open to receiving training and materials

1. Please provide a program budget including amount requested from the ELF.