One-Time-Only type Health Promotion Grants
Frequently asked questions
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1. What do you mean by one-time-only?

One-time-only projects are designed to achieve desired outcomes within a set time frame with a definite beginning, middle and end. Projects should be one-time-only in intention in order to fulfill a need that is one-time-only in nature. If any activities or impacts are meant to continue after the defined one-time-only project period, they must either be self-sustainable or have a secure future funding plan.

Please note that one-time-only grants cannot be used to provide gap funding for what is desired and/or intended to be ongoing programs.

2. What is the difference between VCH’s One-time-only Health Promotion Grant and VCH’s One-time-only Capacity Building Grant?

Both grants are for the projects that are one-time-only in nature and intent.

VCH’s One-Time-Only Health Promotion Grants (OTO’s) are meant for those programs that are designed to lead to greater equity in wellness by building on a community’s social, environmental, cultural and economic foundations. They are intended to respond to time-limited (rather than an ongoing) community and/or programmatic needs.

Whereas, VCH’s One-Time-Only Capacity Building (CB) Grants are for projects that lead to greater equity in wellness by strengthening the capacities of peer leaders, organizations, not-for-profit sectors or collaborations of NFP organizations to engage in health promotion programming. Capacity Building (CB) refers to the strengthening of internal organizational or sectoral structures, systems and processes, management, leadership, governance and overall staff/volunteer capacity to enhance team, organizational and/or not-for-profit sector performance. CB projects must be part of a broader CB strategy and/or based on a strategic assessment of CB priorities. CB Grants are intended for CB projects that fulfill a time-limited (rather than an ongoing) need. Organizations currently receiving VCH multi-year Health Promotion Grants (SMART or CFAI grants) are given some preference for CB funding.

3. What sort of projects can VCH One-time-only Health Promotion Grants be used for?

Eligible one-time-only project types typically include:

- **One-time-only projects** – not intended nor needed to be repeated in order to have the desired community or organizational impacts.
- **One-time-only program enhancements or expansion** – a sustainable improvement to an existing health promotion program.
- **One-time-only pilot projects** – the implementation of a health promotion program to test if it yields the desired results. Pilot project proposals must include clearly developed demonstration goals (i.e., clear identification of what needs testing and/or demonstrating), evaluation strategies, and sustainability plans (including reasonable assurance of future funding should the pilot be successful).
• **One-time-only program research/planning** – to determine how to successfully implement a new health promotion initiative or improve an existing one.

• **One-time-only small capital project** – a one-time-only purchase to acquire assets to be used to improve an existing health promotion program(s). Organizations currently receiving VCH multi-year Health Promotion Grants (SMART or CFAI grants) are given some preference for CB funding.

Please note that your proposal must indicate how your project will be sustained post funding. If any activities and/or impacts are intended to continue beyond the one-time-only funding period, your application must provide assurance that any future needed financial and other resources have been reasonably secured and/or well-planned.

4. **What sort of projects can VCH One-time-only Capacity Building Grants be used for?**

The following is a non-exhaustive list of activities eligible for a VCH One-time-only Capacity Building Grant:

- **Leadership and governance**: board recruitment, training, board effectiveness improvements, development of peer advisories, peer leadership development, etc.

- **Human resources management**: professional development for staff members or volunteers and developing resources and tools that support key processes such as staff/volunteer recruitment, on-boarding and retention, succession planning, etc.

- **Partnership development, networking**: build coalitions/collective action to address specific issues and strengthen the not-for-profit sector.

- **Information systems management** and technology enhancements.

- **Building capacity for continuous organizational learning**: develop internal processes and systems to monitor, evaluate and adapt.

- **Building capacity to affect systemic change**: build capacity for advocacy and policy work and to address systemic challenges.

- **Building organizational capacity for resource development and funding diversification**.

- **Strategic planning** at organization or program level.

- **Activities to enhance organizational diversity, equity and inclusiveness**.

- **Organizational assessments**: identify and prioritize organizational capacity building opportunities.

Please note that your proposal must indicate how your project will be sustained post funding. If any activities and/or impacts are intended to continue beyond the one-time-only funding period, your application must provide assurance that any future needed financial and other resources have been reasonably secured and/or well-planned.
5. **We do not operate in the VCH region but want to expand the geographical region through your one-time-only grant. Are we eligible to apply for the grant?**

Yes, you are eligible to apply for the grant, provided your proposed project will be based within, and will primarily serve the residents of the VCH region i.e. Vancouver, Richmond, North Shore, Sunshine Coast, Powell River, Sea-to-Sky, Bella Coola Valley and/or Central Coast.

However, if this is a pilot project, it must indicate how it will be sustainable if intended to continue beyond one-time-only funding. Reasonable assurance that a project will be successful beyond one-time-only funding is required for VCH to invest in a proposed initiative. This means demonstrating how an organization plans to financially support any ongoing activities associated with a project.

6. **We are a group of individuals who want to apply for the grant; we are not part of any non-profit or registered organization. Are we still eligible?**

Although, we welcome innovative ideas from the community and individual groups, only registered non-profits, First Nations, local governments and school boards can apply for these grants. We would highly recommend you to contact a local non-profit in your area and collaborate with them to apply for a grant.

7. **Can one organization apply for multiple projects?**

Yes, applicants may submit applications to more than one grant program in a given year (even if they are currently holding a grant). Applicants may also submit more than one application for a One-Time-Only Health Promotion Project Grant for different one-time-only projects in the same or in different rounds of that grant program.

8. **Our project budget is greater than $10,000.00. Can we apply for more than the anticipated grant range?**

Yes, but we caution you that funding for these grant programs is very limited. The funds given out each year varies, and grants with a value greater than the anticipated range are rare. We would highly recommend simultaneously applying to other funders and exploring the possibility of other ways to pull together the resources needed for your project.

9. **What is the success rate of grant applications for these grant programs?**

This is a very competitive grant stream, with limited funding. Approximately 10% of the proposed projects typically receive funding.
10. **How can we write an impactful grant application that satisfies the requirements of VCH?**

We are looking for concise applications that showcase transparency and demonstrate that a project has been well thought out and that appropriate steps have been taken to ensure a project is sustainable. Thus, we suggest including information about partnerships established in support of a proposed project and contributing funders. An impactful application always pays extra attention to the budget section, follow the template, and give an itemized breakdown of expenses and using the description notes to further explain the funding process.

For more tips and consideration please visit our [website](#).

11. **We are having some technical difficulties in filling out the OTO application and/or have some additional questions. Can you help?**

In case of any technical difficulties and other issues please email us at [ComminvestApplications@vch.ca](mailto:ComminvestApplications@vch.ca) or call us during business hours at 604-714-3780.