



1. STATEMENT OF PURPOSE

McMaster University, DeGroote School of Business (Commerce 4MG3 – Strategic Philanthropy course), in fellowship with the Learning by Giving Foundation, is granting \$10,000 to a select registered charity(ies) in the Hamilton/Burlington region focused on the cause of Food Security.

Our Mission:

“Promote food education and access in the Greater Hamilton Community”

2. LEARNING BY GIVING FOUNDATION

“The Learning by Giving Foundation seeks to advance the next generation’s understanding of philanthropy by providing the financial, technological, and intellectual tools to experience community impact and to make that knowledge widely accessible through an online forum.”

Established in 2011 by Doris Buffet, the Learning by Giving Foundation aims to teach charitable giving and philanthropic practices by awarding grants to colleges, universities, and Massive Online Open Courses (MOOCs), which are then distributed by students to local registered charities of their choosing.

3. FUND ISSUE AREAS AND GRANTING FOCUS

This year’s class will fund projects that focus on any of the three pillars of food security: Access, Education and Empowerment.

This includes but is not limited to:

- Breakfast programs
- Community gardens
- Education programs
- Food banks
- Healthy eating
- Research
- Skills training
- Soup kitchens

4. RANGE OF GRANT AMOUNT

The total amount available is \$10,000 with grant funding ranging between \$2,000 and \$10,000. The number of applicants and quality of proposals will determine grant size.

5. ELIGIBILITY REQUIREMENTS

Applicants must be:

- a Registered Charity with Canada Revenue Agency
- located or have their programming within the Hamilton/Burlington region
- able to accommodate site visits from McMaster University students

Applicants should:

- focus on the issues of food security
- have previous experience with delivering programs in food security issues

If you meet these eligibility requirements refer to “Learning by Giving Foundation - McMaster University Application Form” to apply.

6. ASSESSMENT PROCESS

Assessment of applicants and selection will be based on the following criteria, listed in prioritized ranking order:

Rank	Criteria
1	Registered charity meets all requirements under the eligibility requirements section.
2	Projection of impact (breadth and depth) with the grant received.
3	The result and impact of the registered charity's past experience(s).
4	Registered charity's site visit.
5	The level of sustainability and continuity of the plan after the grant is completed.

7. HOW TO APPLY

In order to apply for the McMaster University (Commerce 4MG3) grant, applicants must complete the **Learning by Giving Foundation - McMaster University Application Form** attachment. The application and supporting documents (see Required Supporting Documents section), must be sent by March 11, 2015 at 4pm to Mr. Aakash Dang, TA at dangak@mcmaster.ca. A confirmation of receipt of your application will be sent within 24 hours. It is your responsibility to follow up if you do not receive this confirmation. Any questions should also be directed to dangak@mcmaster.ca.

8. FORMAT AND REQUIRED DOCUMENTS

All submissions must have the following: Arial font with a 12-point typeface and 1-inch margins. All pages must also be numbered, with the exception of attachments.

The following required supporting documents must be attached to the application (Refer to this as a checklist):

- Attachment A – Donors and/or Private and Government Funding (Section 3.1)
- Appendix A – (if applicable) or Attach annual financial statements

9. GRANTING TIMELINE

Event	Date
RFP launched	Thursday, February 12, 2015
Deadline to submit proposal and application	Wednesday, March 11, 2015 by 4pm
Site Visits	March 23 rd to 27 th 2015
Possible Finalist Applicant Presentations at McMaster	Monday, March 30, 2015
Grants awarded	Monday, April 6, 2015