City of PICKERING

2027 Community Grant Application Guidelines

What will the City Fund

Activities, programs or initiatives that serve the residents of Pickering or provide an economic benefit to the City, or that create a positive image of the City. Events for which funding is requested must be held in Pickering.

Application Deadline is November 30, 2026 for 2027 Budget Grant Requests.

Applications will be available on November 1, 2026 and can be completed online on the City's website.

First Time Applicants

- For new applicants the maximum grant amount that an eligible organization can receive is $3,000.
- Any new grant applicant must have been in existence for at least one year and must provide supporting documentation demonstrating compliance with this timeline requirement.
- Any new grant applicant located outside of the City's geographic, are limited to a facility or permit rental for their first-year grant request.

Applicant's Financial need

- Any grant applicant with a cash and/or cash equivalent (GICs, CDs, etc.) balance exceeding $50,000 is ineligible from the Community Grant program (excluding mental health organizations).

Submission of Financial Information

- All grant applicants are obligated to provide the required financial information and failure to provide such information will result in their application being deemed "incomplete" and will not be considered for grant funding.

Grant Payments – Reimbursement Basis ONLY

- Grant payments are made on a reimbursement basis that require the organization to spend their own funds first and then request repayment from the City.
- Grant expenses must be supported by third party receipts and invoices that contain specific, verifiable information in a consistent and professional format as identified below supplier's name and their address:
    - date of the transaction
    - tax/business numbers (if GST/HST is charged)
    - amount paid
    - an itemized description of the goods or services purchased

    - proof of payment
- Handwritten receipts and invoices will not be accepted.

Who is Eligible

- Local Community Groups and Organizations:
    - That are Not for Profit
    - That serves, in whole or in part, the residents of the City of Pickering
    - At least 80% of the organization's members reside in Pickering
- Regionally based organizations, if their services directly benefit Pickering residents.
- Religious organizations, if their event or program is open to the public and conducted in public or commercial spaces.

Who is Not Eligible

- Individuals
- Organizations with a cash and/or cash equivalent (GICs, CDs, etc.) balance exceeding $50,000 (excluding mental health organizations)
- For profit groups/organizations
- Organizations with a political mandate
- Ratepayer's associations or tenant/landlord associations
- Daycare or Nursery Schools
- School or school related extracurricular events
- Adult or youth competitive sports teams or leagues
- Organizations that receive funding from United Way Durham or benefit from Bingo Lottery proceeds

What Will the City Not Fund?

- Activities, programs or initiatives that take place outside of the municipal boundaries of the City or provided by other levels of government
- Administrative costs of the organization such as salaries, rent, utilities, insurance, etc.
- Debt repayments of the organization
- Donations made by the organization
- Repairs or maintenance activities on private property
- Any activities or expenses that support or oppose any political party or candidate for public office
- Activities with high liability (e.g. Fireworks, dunk tanks and pyrotechnics)
- Payments to volunteers or their family members for in-kind services, such as donated time, entertainment, equipment or services are ineligible for Community Grant funding
- Provision of meals, including snacks and drinks (except water)
- Supply and serving of alcohol

Assessment Criteria

The City assesses all organizations and their applications according to the following criteria to ensure fairness and accountability:

- Eligibility of the organization and use of grant funds
- Grant amount(s) and other City assistance received by the organization in prior years
- Financial need, financial resources, other government grants and fundraising activities of the organization
- Clear, measurable benefits to the Pickering community