



Frequently Asked Questions for Potential Applicants to CDF Grants (FAQ)

This section provides additional guidance and orientation to potential grant applicants on frequently asked questions (FAQ) received by the Catherine Donnelly Foundation (CDF). Before applying to the Foundation, please refer back to the grant Application Guidelines document found on CDF's website, carefully review details on requirements, application process and funding priorities.

1. Who is eligible to apply for a grant?

Grant applicants to the Catherine Donnelly Foundation must be Canadian registered charities or qualified donees under Canadian Revenue Agency guidelines. Non-profit groups working in partnership with a Canadian charitable organization or a qualified donee can also apply.

2. When can organizations make a funding request to the Catherine Donnelly Foundation?

The Catherine Donnelly Foundation has a call for Letters of Inquiry twice a year. Please check CDF website for specific deadlines set by the Foundation.

3. Our project will take place outside Canada, are we eligible to receive funding?

The Catherine Donnelly Foundation only supports and funds projects implemented in Canada.

4. How do we send a funding request to the Catherine Donnelly Foundation?

The CDF grant application process is done online. Applicants must create an account in our system to make a submission. The system allows applicants to work and save as they go, and then submit once ready before the deadline. Postal mail, fax, or email submissions to the Foundation will not be considered.

5. Our initiative aligns well with CDF funding priorities, will the project be approved?

Please be aware that funding alignment does not mean that your organization will receive funding. CDF receives a large number of applications from across Canada, and we are only able to fund a very small percentage of those who apply each grant cycle.

6. What is the range amount of projects funded by CDF?

The Catherine Donnelly Foundation provides one-year project grants generally in the \$10,000 to \$50,000 range. Our average grant amount is \$25,000. Funding may be designated to any project expenses determined by the applicant that are in line with your proposed project plans.

7. Can we submit a multi-year funding request?

The Catherine Donnelly Foundation provides only one-year project funding in our open grant system. Multi-year funding requests will not be considered through this process.

8. Can my organization meet in person with CDF staff?

As a national Foundation based in Toronto, CDF staff does not meet in person with potential applicants, but may do so in exceptional cases when determined by the Foundation. CDF staff is available to connect over the phone and/or email with anyone interested in applying to the Foundation.

9. What happens after we submit a Letter of Inquiry?

All Letters of Inquiry are carefully reviewed by staff. Only a small group of applicants are then shortlisted, selected by CDF Board, and then invited to submit a full application for further consideration.

10. If our Letter of Inquiry is rejected will I get feedback?

Due to the large number of submissions, CDF staff is not able to provide specific feedback about a rejected Letter of Inquiry. However, CDF staff is able to provide feedback and comments via phone or email to applicants regarding their projects prior to making a formal submission.

11. If invited to submit a Full Application, will the project be funded?

Due to available funds in each grant cycle, not all applicants who are invited to submit a full application will receive funding.

12. What is the timeline for final granting decisions?

The CDF Board of Directors meets twice a year to select projects that will be awarded a grant. This takes place approximately 3 to 4 months after Letters of Inquiry are submitted.

13. If our Letter of Inquiry or Full Proposal is rejected, can we re-apply?

Organizations and submissions that are rejected at one stage in the granting process, can re-apply at the next grant cycle. However, they are strongly encouraged to discuss project concept with CDF staff prior to making a new submission.

14. If my project is funded and awarded a grant, can we apply again to CDF?

Past grant recipients may re-apply for funding and submit a new letter of inquiry, once the project has been fully completed and a Final Report has been submitted and approved by the Foundation.

15. What should we do if we experience problems or technical difficulties with your online system?

If you are experiencing technical difficulties with the online application system, you can contact CDF staff for support. Additionally, you can contact the Technical Support services offered by Fluid Review. Details on how to contact them are available on our online application portal, under the "Help" section (they provide prompt assistance to users).