SickKids®
FOUNDATION

COMMUNITY CONFERENCE GRANTS
GUIDELINES
APPLY ONLINE

As part of the Foundation's National Grants Program, support is offered for conferences, workshops or symposia which are relevant to the health of Canada's children. The purpose of the conference grants program is to support events which are organized by and/or for families with children with health challenges, including but not limited to children with acute illness, chronic illness, and disabilities. Eligible events will have a focus on information sharing between health professionals, community organizations, and families. Academic conferences are not eligible for funding.

There are three deadlines for applications each fiscal year:
May 31; September 30; and January 31

Apply online at:
http://www.sickkidsfoundation.com/aboutus/grantsandawards/communityconferencegrants

Awards are limited to an annual maximum request of $5,000. The Foundation will fund a maximum of three consecutive annual events organized by any single organization. Applications for subsequent funding may only be considered by the Foundation after a further 24 month period.

Eligible events must
- address issues that are relevant to child health in Canada
- support the parent-child-professional partnership by having a focus on information sharing between families, health professionals, and community organizations
- include knowledgeable and credible presenters and include brief bios
- take place in Canada
- be sponsored by a registered Canadian charitable organization

Preference will be given to events which
- are organized by smaller, community-based organizations
- have interactive/knowledge exchange sessions with families
- involve parents as panel/speakers
- have the potential to make an impact on practice or policy

Funding may be awarded for the following items
- registration fees for parents, children and community groups
- expenses associated with keynote speakers, i.e. honoraria, economy travel, budget hotel accommodation and meals
- conference facilities
- audiovisual equipment rental required for presentations
- knowledge transfer expenses for a wider audience at/after the event (live streaming, newsletter, video, website etc.)
- on-site babysitting

Exclusion Criteria
The following items are not eligible for Foundation funding through this program:
- salaries
- computer rentals
- registration fees for speakers or conference planners
- planning meetings
- individuals seeking reimbursement for attending or presenting at events. The Foundation will only fund organizations.

The Grant Review Process
Each conference grant application is assessed in terms of its relevance to the health of Canadian children up to 18 years of age, as well as for its fit with the conference grants program goals. The overall budget and plans for dissemination of any materials resulting from the conference will be reviewed. The review process is a competitive one and funding is limited. The Foundation will only fund projects which most closely meet its conference grant guidelines. SickKids Foundation reserves the right to make the final funding decision.

Applicants will be notified of the results of the review process within two months of the grant deadline.

It is the responsibility of the applicant to ensure that all information contained in the application is complete and accurate. Please contact the Foundation with questions.

See Steps for Online Application Process Below
Questions should be directed to:
national.grants@sickkidsfoundation.com

Online Application Process:

Step 1
Go to: http://www.sickkidsfoundation.com/aboutus/grantsandawards/communityconferencegrants

Click on the bottom button for Community Conference Grant Registration:

Step 2
Complete Eligibility Form to ensure you can proceed to application stage:

Step 3
Complete Organization Information by clicking the Search CRA Database:

Organization Information

Instructions:
- Click on Search CRA Database
- Enter your organization **name** (keyword search is sufficient, example: "Toronto" instead of "Toronto downtown jazz society") or Enter your organization **CRA** number (do not include spaces or dashes, example: 123456789RR1234).
- Click "Search"
- Click on the name of your organization in the search results.

Search CRA Database

Step 4
Once you have found your charitable organization on the CRA Database and completed the Organization Information successfully you will receive this page:

Registration Complete

Thank you for registering.

Your username and password will be emailed to you. Click here to login.