

MINISTRY FOR SENIORS AND ACCESSIBILITY

2026-27

SENIORS COMMUNITY GRANT PROGRAM GUIDELINES

Applications and all supporting documents must be submitted
through Transfer Payment Ontario
by 5:00 p.m. Eastern Time on Thursday, December 18, 2025.

Applications that do not have all applicable mandatory supporting documents attached cannot be submitted to TPON and will not be considered for funding.

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SENIORS COMMUNITY GRANT PROGRAM

INTRODUCTION

As Ontario's population ages and life expectancy increases, we have an opportunity to improve the quality of life for older adults across the province. Ensuring older Ontarians remain independent and engaged and can live safely is a priority for Ontario.

The Seniors Community Grant (SCG) Program supports community organizations to provide older adults (aged 55+) with opportunities for greater social inclusion, volunteerism, and community engagement, from the safety of their homes or other safe environments. Seniors Community Grants help older adults, including those from diverse and equity-seeking communities, to stay active, healthy and engaged in their community.

Municipalities, Indigenous governing bodies, not-for-profit incorporated organizations and individuals representing unincorporated community groups are eligible to apply for funding ranging from \$1,000 to \$25,000 to deliver projects that help older adults live independently, ensure their safety and security, connect them to their community, avoid isolation and help them achieve greater financial security and social connections.

Since 2018, the ministry has invested over \$41 million in 2,100 projects that have helped seniors stay socially and physically active in their communities.

Senior Veterans Program Stream

Building on the government's priority to improve the quality of life for Ontario's senior veterans, the 2026-27 SCG Program will include a program stream focused on funding projects that will positively impact senior veterans.

SCG projects that indicate in the application form that they will specifically support senior veterans will be evaluated using the same program priorities and evaluation criteria under a 'Veterans Stream'. For the purposes of the evaluation of SCG Program applications, a veteran is a former member of the Canadian Armed Forces who has completed basic training and was released from service.

Projects that partner with an Ontario branch of the Royal Canadian Legion are strongly encouraged. You will be required to describe your experience serving veterans, and how your proposed project will impact senior veterans.

Proposed projects that do not indicate they will specifically support senior veterans will be evaluated under a 'regular stream' of the SCG Program.

KEY APPLICATION INFORMATION

Application Support

If you have questions about the **content of your application** (e.g., regarding eligibility or completeness), the ministry's [Regional Development Advisors \(RDAs\)](https://www.ontario.ca/page/regional-development-advisors) are available to support you. It is strongly recommended that you contact an RDA as early in the application period as possible to discuss your plans and questions related to your proposed program. To find an advisor for your area, visit <https://www.ontario.ca/page/regional-development-advisors>

If you have any **technical questions** about the application process, please contact: Transfer Payment Ontario (TPON) Client Care at (416) 325-6691 or 1-855-216-3090, Monday to Friday from 8:30 a.m. to 5:00 p.m. ET, or by e-mail at: transferpaymentontarioCC@ontario.ca.

Application Process

- Only one (1) application per applicant will be accepted.
- Applications must be submitted electronically through Transfer Payment Ontario (TPON) at: <https://www.tpon.gov.on.ca/tpon/psLogin> using the application for your organization type:
 - 1) Municipalities and Indigenous Governing Bodies
 - 2) Incorporated, Not-for-Profit organizations
 - 3) Individuals representing Unincorporated Community Groups

Applications submitted using the incorrect application form will not be considered for funding.

- All applicants must be enrolled with the Transfer Payment Ontario system to be able to complete and submit an application.
- **Applicants should enrol as soon as possible, as it can take up to two (2) weeks to complete the enrolment process. You should get started on these steps now, even before you are ready to apply.**

For help logging in, applying for funding, or updating your organization's profile in Transfer Payment Ontario, review the Get Help information section on the [Province's Get Funding website](#).

Application Timelines

- Applications and all supporting material must be submitted through Transfer Payment Ontario by **Thursday, December 18, 2025 at 5:00 p.m. ET**.
- **Late applications will not be accepted.**
- **Applications that do not include all required supporting documentation will be deemed incomplete and will not be scored.** Additionally, applications cannot be submitted in TPON if all mandatory documents are not included.
- All complete applications will be screened for eligibility. Ineligible applications will not be scored.
- All applicants will receive a decision regarding their application by Summer 2026.
- The ministry may publish information about the successful applicants such as the organization name, programs offered, and approved funding amounts.

APPLICATION TIPS

Eligible applications will be assessed based on multiple factors including diversity of older adults impacted, support for underserved populations, support for projects that focus on physical and/or social activities, and evidence of sustainability.

Review these tips to help make sure your application is complete, eligible, and compelling.

- **Start now!** It can take up to two weeks to enrol in Transfer Payment Ontario, and time to organize all the mandatory supporting documents. Plan ahead and ensure that you submit your complete application prior to the deadline. Late applications will not be accepted.
- **Read these program guidelines carefully** to help with submitting a complete and eligible application.
- **Think impact!** Did you know the SCG Program is very competitive? Only 32% of applications were approved for funding in 2025-26. Make sure you have thought about how your project will be carried out and how it can make the most impact for seniors.
- **Detailed budgets** help application evaluators understand how project funds will be spent and what your project will do. They demonstrate that you have carefully thought out what you need to execute your project.
- **Review the [assessment criteria](#).** Think about each question carefully and provide enough detail in your answers so that your application can be evaluated against the assessment criteria. Application evaluators are looking for evidence in your application that demonstrates how your specific project meets the program priorities and how your project will benefit seniors in your community.
- **Letters of support are strongly recommended!** Letters of support from community partners provide useful context about your project and community and help demonstrate the need and relevance of your project.
- **Discuss questions about your project** with a Regional Development Advisor.
- **Attend a webinar** to learn more about the program and tips on completing the application form. A webinar will take place the week of November 3, 2025 and the week of December 1, 2025. Ask your [Regional Development Advisor](#) for details. Recordings of the webinars will be posted in TPON if you are unable to attend.
- **Review the [application checklist](#)** in these guidelines to make sure you provide all information and attachments required to submit your application. **Applications that are missing [mandatory supporting documents](#) will not be considered for funding.**

PROGRAM PRIORITIES

The 2026-27 SCG Program will focus on funding unique projects that support the following three key priority areas:

- 1. Provide opportunities for older adults to stay active, educated and connected in their communities, such as through weekly physical activities (e.g., pickleball), social engagements (e.g., coffee and cards), access to local tourism (e.g., cultural heritage excursions, nature and outdoor activity programs, culinary experiences) and digital solutions (e.g., workshops to strengthen seniors' digital literacy, apps, virtual programming).**

Project Example:

- In addition to its regular programming, a town in eastern Ontario helps older adults stay active and engaged by offering recreation programs like swimming, skating, and pickleball, along with social activities including coffee and cards, and game nights.

- 2. Increasing access to information and supports for health prevention and promotion (e.g., falls prevention seminars, intergenerational activities that help build relationships that improve mental and physical well-being).**

Project Example:

- A First Nations community in southwestern Ontario enhances the social and emotional health of elders by involving them in activities such as lunch and learns, bingo, craft socials, chair yoga, and positive affirmation meditation. The project also addresses barriers to preventative treatments and accessibility to health and social services, helping to reduce isolation and celebrate seniors through the teachings of the medicine wheel.

- 3. Connect and educate seniors about existing supports for elder abuse and ageism prevention, specifically frauds and scams and intimate partner violence, to promote safety and strengthen financial, health, and mental well-being.**

Project Example:

- A theatre company in Toronto provides 20 free elder abuse prevention workshops, including addressing intimate partner violence, and ageism, for elders and caregivers using theatre-based techniques. Following each workshop, they host a free community meal, prepared with assistance from senior volunteers.

Target Populations

Priority will be placed on projects that are responsive to the needs of a diverse older adult population with emphasis on projects that target older adults in underserved and equity-seeking populations, including, but not limited to, older adults (55+) who identify as:

- Indigenous peoples (First Nations, Inuit, and Métis)
- Persons with disabilities (physical, mental, developmental)
- 2SLGBTQIA+
- Living in rural and remote areas

- Francophone people
- Racialized people
- Newcomers or immigrants
- Low-income persons
- Socially isolated persons
- Veterans (through the Veterans Stream)
- Seniors' caregivers

As a part of the evaluation process, applications that focus on any of these priority groups will score higher.

PROJECT REQUIREMENTS

To be eligible for funding, projects must:

- Meet at least one (1) of the ministry's [program priorities](#) above.
- Take place between June 2026 and March 31, 2027.
 - It is anticipated projects will be approved by June 30, 2026.
 - Funding will be available for project activities up to March 31, 2027.
- Take place in Ontario, benefit Ontario's older adults, and be provided by an Ontario-based service provider.

WHO CAN APPLY?

Eligible applicants must:

- ✓ Represent seniors' groups and/or offer programs or services that directly benefit older adults living in Ontario.
- ✓ Be registered in Transfer Payment Ontario.
- ✓ Be in compliance with filing, reporting and other requirements under the federal *Income Tax Act* or as established by the Canada Revenue Agency. Applicants will be required to provide consent in the application form for the Canada Revenue Agency to release their tax filing status to Ministry representatives for the purposes of this application process.

Three types of applicant organizations are eligible to apply for funding:

<i>Eligible Applicants</i>	<i>Details</i>
Municipalities and Indigenous governing bodies	• Are eligible to apply for up to \$25,000. • An Indigenous governing body is a council, government or other entity that is authorized to act on behalf of a First Nation, Inuit, Métis or other Indigenous group, community or people that holds rights recognized and affirmed by section 35 of the Constitution Act, 1982.
Not-for-profit incorporated organizations	• Are eligible to apply for up to \$25,000. • Must be incorporated and in operation since at least April 1, 2024. Examples include: ○ Non-governing bodies that serve the interests of or provide services to First Nation, Inuit, Métis or other Indigenous Peoples. ○ Local Services Boards.

	○ District Social Services Administration Boards. ○ Not-for-profit licensed retirement homes. ○ Public libraries. ○ Ontario branches of the Royal Canadian Legion. ○ Organizations that have an Ontario provincial mandate. For organizations with offices in multiple locations, each individual location is eligible to apply for funding; however, each must operate independently and have a separate governing structure.
Individuals who represent local unincorporated community groups	• Are eligible to apply for up to \$10,000. • The individual representing the group will be responsible to the Province for the project's implementation, financial management, and reporting (including documenting all expenditures for audit purposes). • The group that the individual represents must have been in existence for at least one (1) year prior to the date of application.
<i>Ineligible Applicants</i>	Details
	• Agencies, boards or commissions of the federal or provincial governments. • Broader public service organizations (e.g., universities, school boards and hospitals). • Foundations and other organizations that fundraise to provide funding to other organizations. • For-profit organizations. • Private schools. • Organizations whose purpose is related to political activity (lobbying), as defined by the Canada Revenue Agency (www.canada.ca/en/revenue-agency/services/charities-giving/charities/policies-guidance/public-policy-dialogue-development-activities.html). • Organizations or individuals that are currently in default of a provincial government grant. If you are not sure if your organization is eligible, contact a Regional Development Advisor.

APPLICATION CHECKLIST

Use the following checklist to ensure that you provide all information and attachments required to submit your application.

- ✓ **Ensure your organization information is up to date in Transfer Payment Ontario (TPON).** If you are a not-for-profit incorporated organization, please ensure that your CRA business number is updated within your TPON registration.
- ✓ Complete all mandatory questions to be able to validate and submit the application form.
 - All costs must be identified in the budget and correspond with an explanation in the project plan. Costs must be reasonable.

It is recommended that completed applications are submitted **at least two (2) days before the deadline** to give time to address any technical challenges.

Mandatory Supporting Documents:

Different organization types require different mandatory supporting documentation. When submitting your application in TPON you must include the completed application form and all relevant supporting documentation.

Applications that are missing any mandatory supporting documents will be deemed incomplete and will not be evaluated.

The table below summarizes the mandatory documents required for each type of applicant and each type of document.

Mandatory Document Type	Individuals representing an unincorporated community group	Not-for-profit incorporated organizations	Municipalities and Indigenous governing bodies
Prior-year Financial Statements	Mandatory	Mandatory	Not mandatory
Proof of not-for-profit incorporation status	Not mandatory	Mandatory	Not mandatory
Attestation Letter	Mandatory	Not mandatory	Not mandatory

- ✓ **Prior-year financial statements** that are finalized (not draft) and board-endorsed such as audited financial statements, financial statements completed through a review engagement, or a statement of revenues and expenses and a balance sheet, depending on what the applicant is required to produce.
- ✓ **Proof of not-for-profit incorporation status** (e.g., Certificates of Status, articles of incorporation, letters patent of the applicant, or special acts of incorporation). These documents must show that the organization has been incorporated and operating in Ontario since at least April 1, 2024.
- ✓ **Attestation letter** that includes: (1) a brief project description, (2) a statement that the members endorse both the person who is applying for funding and the proposed project,

and (3) the names of all group members responsible for the project, their addresses, phone numbers, and signatures. For example, the attestation should include:

- Date
- Project Description
- The statement: "I am aware that [name of applicant] is applying for project funding, and I support the undertaking of this project."
- Group members responsible for the project, names; addresses; phone numbers; email addresses, signatures.

Additional Documentation

Approved projects will be asked to provide additional documentation before funding can be provided:

- Incorporated not-for-profit organizations, municipalities, and Indigenous governing bodies will be required to provide a Certificate of Insurance (COI). See details of COI requirements in Appendix A.

Please note: Insurance is not an eligible program cost.

- Individuals applying on behalf of an unincorporated community group are not required to provide a Certificate of Insurance but will be required to provide their Social Insurance Number to receive funding.

ELIGIBLE EXPENSES

All project costs must be itemized and explained in the project workplan. During the project, organizations are responsible for obtaining at least two (2) quotes for purchases of \$1,500 or more and must keep a record of the quote for audit purposes.

Eligible project costs that can be included as part of the grant funding request include, but are not limited to:

Program expenses:

- ✓ Material costs associated with the creation or presentation of workshops, seminars, training or instructional classes to educate and increase awareness.
- ✓ Technology to support in-person and virtual program delivery. Costs can include software or hardware (e.g., tablets, video software, projectors, laptops).
- ✓ Admission costs to cultural or learning events (but not annual membership fees).
- ✓ Space and equipment rental.
- ✓ Marketing and advertising (e.g., website or promotional materials development).
- ✓ Personal protective equipment (PPE) (e.g., masks, gloves, sanitizer, etc.) and costs associated with sanitation and infection control.
- ✓ Honorarium (a lump-sum payment for a service such as a speaking engagement to a person who is not an employee).
- ✓ Costs for instructors, workshop facilitators, educators and trainers.
- ✓ Transportation and travel expenses for employees, volunteers, and participants in Ontario only, including mileage, bus rentals, taxi fares, and public transit costs in accordance with

the [Travel, Meal and Hospitality Expenses Directive](#) (\$0.41/km in Northern Ontario and \$0.40/km in Southern Ontario).

- ✓ Catering, meals, and refreshments according to [Travel, Meal and Hospitality Expenses Directive](#) (\$10 for breakfast, \$12.50 for lunch, and \$22.50 for dinner).

Human Resources and Administrative Costs:

- ✓ HR costs can include:
 - Wages: Existing or new staff or consultant time directly allocated to the project must be described in the project workplan and itemized in the budget.

INELIGIBLE EXPENSES

The following costs are **not** eligible for funding. If your project includes these components, your project workplan and budget should explain how costs will be paid, and that they will not be paid using SCG funding. Expenses that do not directly support the proposed project are ineligible.

- ✗ Any regular business, direct and indirect operating costs, and costs not directly related to the project (e.g., office supplies, rent, equipment, insurance, utilities).
- ✗ Annual membership fees.
- ✗ Project components funded by another organization or grant.
- ✗ Capital projects, including renovations or upgrades to buildings or the building of permanent fixtures (e.g., patios, gazebos, facility upgrades).
- ✗ Awards, gift cards, gifts, prizes.
- ✗ Events or initiatives to promote religious beliefs or practices.
- ✗ Grants or funding to other organizations.
- ✗ Alcohol or cannabis.
- ✗ Prescription drugs, medical expenses, health care equipment (e.g., blood pressure monitors, dentures, assistive devices, walkers).
- ✗ Credit and non-credit courses at a college or university.
- ✗ Fundraising, capital campaigns, fundraising events, endowments and investments, lobbying, or sponsorship campaigns.
- ✗ Feasibility and market studies, general or non-specific research.
- ✗ Refundable taxes and expenses – funding will not pay for any tax or expenses that the organization can claim refunds, rebates, or credits for, such as HST.
- ✗ Employee benefits over and above Mandatory Employment Related Costs (EI, CPP, EHT, WSIB if applicable).

ASSESSMENT PROCESS AND CRITERIA

- **Applications must be complete, include all mandatory documents.** Applications cannot be submitted to TPON without the mandatory documents **and must meet eligibility requirements to be considered for funding.**
- Applications must meet minimum scoring requirements to be eligible for funding.
- Note that decisions are final, and there is no appeals process.
- Applications will be evaluated on how the submission demonstrates the following:

Project quality, relevance (25%)

1. Workplan is clear, with good details about how it will be implemented, and which partners are supporting which activities. Project is achievable by March 31, 2027.
2. Roles and responsibilities of individuals involved in the project make it clear who will do what.
3. Evidence of benefits to the community.
4. Degree of innovation represented by the project.
5. Need for the project is clear. It may be backed up by existing strategic plans, age-friendly community plan, or similar.

Impact (25%)

6. Project will impact the target priority population(s).
7. Need for project is clear and convincing - you understand why it is needed and how it will impact the community and its residents.
8. Process for measuring performance indicators is evident; metrics are realistic and clear.
9. Demonstrates short, medium and long-term impacts.
10. Social characteristics (age, gender, economic status, etc.) of each group is addressed and accounted for.

Budget, financial feasibility (25%)

11. Costs are eligible and the budget information provided is clear and consistent with the program requirements.
12. Costs align with the project plan.
13. There is evidence of good value for money.
14. Financial and in-kind contributions from other sources are clearly documented in the budget.
15. Estimated costs are likely sufficient to deliver the project.

Organizational capacity (25%)

16. The organization's mandate aligns with the project and with the target audience. The organization is appropriate to deliver the project.
17. The organization is financially stable and has provided recent financial statements.
18. Organization has the structure and financial oversight to support the proposed project.
19. The organization has sufficient staff and/or volunteers in place to deliver the project.

20. The organization has a track record of success, has undertaken similar work in the past, and does not have a record of non-compliance.

The ministry may consider as a higher priority, projects that are delivered by:

1. Local, not-for-profit groups that address specific community needs; and/or
2. Organizations that have not received Seniors Community Grant Program funding in the last two (2) years; and/or
3. Organizations from geographic regions and communities that may be otherwise underrepresented in the current grant program cycle.

TERMS AND CONDITIONS OF FUNDING

Please read this section carefully and discuss the information in this section with anyone in your organization who will be involved with signing the agreement or managing the funding.

As part of the application process, you must sign the terms and conditions that are included in Section K of the application form.

The terms and conditions form a part of the legal agreement between the ministry and your organization, so it is important that all individuals who will be responsible for the funding and the project read and understand these conditions before the application is submitted to the ministry.

It is recommended that the application, including the terms and conditions, be downloaded and shared electronically with anyone responsible for the project.

Applicants that are approved to receive funding will receive an email from the ministry to confirm approval of their application. Please ensure your contact information is up to date in the Transfer Payment Ontario system.

Agreement: The agreement is comprised of the program guidelines, the completed application form, the terms and conditions, the ministry letter or letters confirming approval of funding and the approved amount of funding (which may be different from what was requested), and any additional terms and conditions which may be imposed by the Province in subsequent correspondence between the ministry and representatives of your organization. The ministry approval letter will identify the project completion date, the expiry date of the agreement, and the payment schedule.

By completing the application process and submitting an application, you will have agreed to and signed the terms and conditions, which form a part of the transfer payment agreement between your organization and the Province of Ontario. This agreement will govern your use of the funds if you are approved to receive funding after your application is reviewed.

Approved funding amount: Ministry staff will complete a final review of your application to ensure all expenses and activities listed are eligible for funding. If adjustments are required, ministry staff will contact you to discuss changes. Your approved funding amount may be different from your requested amount.

Changes, Amendments: You must inform the ministry through your Regional Development Advisor in writing (i.e., email) of any proposed changes to the project, and changes must be reviewed and approved by ministry staff **before** making any of the changes. Where changes are required and have been approved, an amending agreement may be required.

Payment Process: Recipients will receive a funding confirmation letter that includes the approved grant amount and payment schedule, and a first payment will follow soon after.

Performance Measurement: Performance metrics and survey statements are listed in the application form. During the funding year, you must provide a survey to your project participants asking the questions related to the outcomes of your project listed under 'Survey Statements' section in the application form. For example, "On a scale of 1 to 5, how satisfied were you with the activities you participated in?" You will report on the survey feedback collected in your final report.

Reporting: When the project ends, you must submit a final report, which will be reviewed and reconciled against your actual expenditures, and a final payment may be made based on the reconciliation, or you will be required to return unspent funding within thirty (30) days. Recipients may be required to provide the ministry with additional information regarding the success and sustainable impact of their project.

Receipts: You are required to keep all receipts associated with the project for seven (7) years after project completion, for ministry audit purposes. For public transparency and accountability purposes, soon after the end of the fiscal year as part of the final reporting process, a sampling of grant recipients will be asked to provide a summary of their SCG project expenses followed by copies of selected invoices to verify that SCG Program funding was spent on eligible expenses. Receipts must be provided in a legible format, electronically (i.e., scanned or photocopied), in either English or French.

Site Visits: As part of ongoing community development activities, Regional Development Advisors will visit a sampling of SCG recipients during the fiscal year.

Social Insurance Number (SIN) and other documents: Prior to receiving funds, any individual representing an unincorporated group approved for funding is required to provide their SIN and verification documents as required by the ministry to demonstrate ability to contract with the Province.

Acknowledgement of Provincial Funding and Communication Protocols

To demonstrate transparency and accountability related to how public funds are spent, recipients must credit the support of the Province of Ontario in any communications related to Seniors Community Grant Program funding. This includes all media, publicity, and marketing materials developed for the promotion of project activities, as well as all other project materials developed, including reports, visual and oral presentations.

Successful applicants are required to adhere to the communication protocol that will be forwarded as part of the contracting process. This includes:

- Providing the ministry seven (7) days advance notice of any event(s) being held in relation to their project, if not already indicated in the application.
- Refraining from making local media announcements until the ministry has made a province-wide announcement about the program.
- Obtaining the approval of the ministry before issuing any media releases related to the grant project.
- Obtaining the approval of the ministry on all promotional and/or resource material that uses the Province of Ontario's visual identity prior to publication.

Collection and Sharing of Information

The ministry is subject to the [*Freedom of Information and Protection of Privacy Act*](#), R.S.O. 1990, c. F.31, as amended from time to time (FIPPA). Any personal information collected by the ministry is for the proper administration of the program, for purposes including evaluation of the project application and the administration and management of funding agreements.

Information about individuals, organizations and projects that receive funding under the program may be made public by the Province of Ontario which reserves the right to make a public announcement about any approved grant.

Information can include the organization's name, address, telephone numbers, email addresses, website, other social media platforms, the project's name, description and funding received.

Applicants should be aware that any information provided to the ministry in connection with their application may be subject to disclosure in accordance with the requirements of FIPPA. For questions about the collection, use, and disclosure of information go to: www.ontario.ca/document/freedom-information-and-protection-privacy-manual.

Compliance with Environment, Labour and Tax Laws

Prior to entering into a net-new agreement, renewing an existing agreement, or amending an existing agreement to receive new funding, certain organizations must complete both an attestation to confirm good standing with environment and labour laws, and a Tax Compliance Verification to confirm compliance with tax laws.

You must complete the attestation and tax compliance verification if your organization received cumulative transfer payment funding of \$10 million or more from the Province in the previous fiscal year or is entering into a transfer payment agreement with a contract value of \$10 million or more.

The attestation and tax compliance verification are valid for one (1) year from the date of completion. You can complete your attestation and tax compliance verification in TPON, under your organization profile. Please contact TPON Client Care if you need assistance to complete the attestation and the Ministry of Finance (TCV@ontario.ca) for assistance with Tax Compliance Verification.

Promotional Material

You are invited to share high-quality photos and videos with the ministry provided you have obtained the written consent of any identifiable individuals depicted in the images. The provincial written consent form is available from a Regional Development Advisor. Photos and videos may be used in promotional activities such as the ministry's social media channels.

PROGRAM GUIDELINES' GLOSSARY

AGEISM: According to the World Health Organization, ageism refers to the negative stereotypes (how we think), prejudice (how we feel) and discrimination (how we act) towards others or oneself based on age.

AUDIT: Examination of a recipient's accounts, records or other evidence deemed necessary in the circumstances. An audit may be done to review the expenditures related to a specific project, or the audit may concern the expenditures of an organization for the fiscal year.

ELDER ABUSE: While there is no single accepted definition, elder abuse, or the abuse or mistreatment of older adults, is often defined as any act or omission that harms a senior or jeopardizes his or her health or welfare. The World Health Organization defines abuse of older adults as "a single or repeated act, or lack of appropriate action, occurring in any relationship where there is an expectation of trust that causes harm or distress to an older person." It can take place in the home, in other residential settings, or in the community. It may include financial, physical, psychological and emotional, or sexual abuse, as well as neglect.

EVALUATION: The systematic collection and analysis of information on the performance of a policy, program, project or initiative to make judgements about relevance, progress or success and cost-effectiveness and/or to inform future programming decisions about design and implementation.

FINAL REPORT: The final report is to be submitted by the grant recipient within thirty (30) days after the project is completed. The final report will provide information on both the project administration as well as the financial activity. It will provide details related to whether the project's objectives were met, how the success of the project was measured, the level of community participation and response, and any other details required as outlined in the agreement. As part of the final report, all details of financial activity must be documented and reported, such as a financial statement summarizing all project costs, expenses, and income (such as in-kind contributions). Details will be provided in the agreement.

GRANT: Transfer payment for a specified purpose for which obligations are outlined in program guidelines, the agreement, and program correspondence.

IN-KIND CONTRIBUTION: Donation to a project by an individual, business, or organization of materials, goods, services, or time that would otherwise have been paid for by the recipient. It involves non-cash asset transactions such as equipment, services, use of facilities, labour, and goods. An in-kind donation to a project must: (a) be essential to a project's success; (b) represent an expense that would have otherwise been incurred and paid for by the recipient as part of the project; (c) be noted in the application, and documented in the recipient's accounts; and (d) be reasonably estimated at fair value on the date it is made, using either market value or an appraisal.

INTERGENERATIONAL ACTIVITIES: Intergenerational activities are social engagements and interactions, bringing together younger and older generations for a common purpose. They build on the strengths that different generations have to offer, nurture understanding and mutual respect, and challenge ageism. Participation in intergenerational programs and meaningful cross-age relationships may decrease social isolation and increase older adults' sense of belonging, self-esteem, and well-being, while also improving social and emotional skills of children and youth participants.

INTIMATE PARTNER VIOLENCE: behaviour within an intimate relationship that causes physical, sexual or psychological harm, including acts of physical aggression, sexual coercion, psychological abuse and controlling behaviours. This definition covers violence by both current

and former spouses and partners (from World Health Organization, <https://apps.who.int/violence-info/intimate-partner-violence/>).

LEGION: The Royal Canadian Legion (Legion) serves veterans, including serving military and RCMP members and their families, to promote remembrance and to serve local communities.

LETTER OF SUPPORT: A letter from an independent person or organization that validates both the mandate of your community group (the work that you do) and supports your application for your proposed project.

LOCAL SERVICES BOARD: A local services board is a volunteer organization that has the authority under the *Northern Services Boards Act* to deliver approved powers (services) to residents. These boards are set up in rural areas where there is no municipal structure to deliver services such as fire protection or library services. Area residents vote to determine a local services board's boundaries.

MANDATE: The mandate, or "organizational mandate," defines the purpose or intention that the organization serves.

NOT-FOR-PROFIT ORGANIZATION: A not-for-profit organization is a club, society, or association that's organized and operated solely for social welfare, civic improvement, pleasure or recreation, or any other purpose except profit. These organizations must be incorporated and, for the purposes of the program, must provide proof of incorporation and not-for-profit status by producing a copy of the Articles of Incorporation or letters patent.

OLDER ADULTS: Individuals aged 55 years of age and older.

OPERATIONAL EXPENSES: Costs incurred by an organization to support their ongoing day-to-day activities not specifically related to administration of the project. Operational expenditures are not eligible for funding under the program.

OUTCOMES: Changes that are the result of implementing the project. They are the effects or impact of the project that are considered significant. Outcomes must be measurable and may occur within organizations, communities, and/or individuals. They may relate to behaviour, skills, knowledge, attitudes, values, conditions, or other attributes. There is a direct relationship between outputs (i.e., quantitative results) and outcomes, but they are not the same thing. For example, an elder abuse education workshop might measure the number of attendees (output) while also measuring whether the workshop helped increase community awareness of elder abuse (outcome) by having the attendees answer survey questions asking about increased awareness.

PERFORMANCE MEASURES: Indicators that provide qualitative and/or quantitative information needed to measure the extent to which a project is achieving its intended outcomes. Qualitative data can be expressed in terms of change or comparison between two states, while quantitative indicators can be in the form of a ratio, percentage, comparison, or figure.

PROJECT: A set of activities or functions that a recipient proposes to undertake. A project has a clear start and end date, occurs within a reasonable period of time, and demonstrates measurable outputs and outcomes. For the purpose of the terms and conditions and the agreement with the Province, the project is that which is described by the applicant in the 2026-27 Seniors Community Grant Program Guidelines

application form, unless the Province describes the project differently in the approval letter or in any subsequent correspondence, in which case the project is that which is described in the approval letter or the subsequent correspondence.

PROJECT SCOPE: The scope of the project identifies who will benefit from this project. The project should identify whether the results will benefit a small local group of older adults or seniors, a larger community of seniors (such as Francophone seniors or seniors in rural Ontario), or if the project has a provincial scope, which means that the project will benefit all seniors living in Ontario.

VETERAN: For the purposes of the Seniors Community Grant Program, a veteran is a former member of the Canadian Armed Forces who has completed basic training and was released from service.

APPENDIX A: CERTIFICATE OF INSURANCE GUIDELINES

Please provide these instructions to your insurance service provider to ensure the evidence of insurance, i.e., certificate of insurance, is prepared correctly. The insurance certificate that approved recipients will be required to submit should:

1. State that the insured party is the recipient organization with whom the Ministry has contracted.
2. Identify the effective and expiry date of coverage (e.g., insurance must be in force for the duration of the project and should be updated if the project is extended) and insurer.
3. Identify the Ministry as an additional insured as per the following: ***"His Majesty the King in Right of Ontario, his Ministers, agents, appointees and employees."***
4. Identify the type (a) and limit (b) of coverage: **Commercial General Liability Insurance** is listed and is on an occurrence basis at a limit of **not less than two million dollars** as stated in the agreement.
5. Identify all the endorsements requested in the Terms and Conditions in the agreement, specifically cross-liability, contractual liability, and 30-day written notice of cancellation.
6. Include a statement that the certificate holder (the Ministry) will be notified of any cancellation or material change within 30 days.
7. Include the signature of an authorized insurance representative.

NOTE: This is a sample Certificate of Insurance (COI) for illustrative purposes. However, the look of each COI will vary depending on the insurance provider who issues it.

Name and address to whom issued: His Majesty the King in Right of Ontario as represented by the Minister of Seniors and Accessibility, 777 Bay Street, Suite 600C, Toronto, ON, Canada M7A 2J4			Name and address of Insured (1)		
Type of insurance (4a)	Insurer	Policy Number	Expiration	Coverages	Limits of Liability
Commercial General Liability (5) Including: • Non-owned Automobile • Contractual Liability • Products and Completed Operations • Cross Liability and Severability of interests • Personal Injury • Employers Liability or WSIB Clearance	Insurance Co. Canada	xxx	31-03-2026 (2)	Inclusive Limits, Bodily Injury and Property Damage Liability (4a)	Each Occurrence or Accident: \$2,000,000 General Aggregate: \$2,000,000 (4b)
Additional Insured: His Majesty the King in right of Ontario, his ministers, agents, appointees, and employees. (3) SUBJECT TO THE TERMS, CONDITIONS AND EXCLUSIONS OF THE ABOVE NOTED POLICIES					
(6) **EVIDENCE OF INSURANCE ONLY** CANCELLATION: Should any the policies described herein be cancelled before the expiration date thereof, the insurer(s) affording coverage will endeavour to mail 30- days written notice to the Certificate Holder named herein, but failure to mail such notice shall impose no obligation or liability of any kind upon either the Insurer(s) affording coverage, its agents, or representatives. With respect to the 2026-27 Seniors Community Grant Program. Issued at: Toronto, Ontario Date: _____ (7) Signature: _____					

APPENDIX B: FREQUENTLY ASKED QUESTIONS

1. When is the deadline for submitting in my application?

Applications and all supporting material must be submitted through Transfer Payment Ontario by 5p.m. Eastern Time on **Thursday, December 18, 2025**. All applicants will receive a decision regarding their application by summer 2026. Successful applicants must be able to begin program delivery by June 2026.

2. How can I learn more information about the SCG Program and the application process?

Attend a webinar! To support applicants, the ministry will be hosting two separate webinars during the application window to provide program information, and guidance on completing and submitting the application form. A webinar will be held the week of November 3, 2025 and the week of December 1, 2025. Contact your [RDA](#) for dates and to register.

3. What mandatory supporting documents do I need to submit with my application?

Different organization types require different mandatory supporting documents. When submitting your application in Transfer Payment Ontario you must include the completed application form and **all** relevant supporting documents. Incomplete applications will not be reviewed.

For details on the mandatory supporting documents required for your application type, refer to the [application checklist](#) and the chart in the [Mandatory Supporting Documents](#) section of the guidelines.

4. Why do some applications not get considered for funding?

Applications that are missing applicable mandatory supporting documents attached will not be considered for funding.

For details on the mandatory additional documentation required for your application type, refer to the [application checklist](#) and the chart in the [Mandatory Supporting Documents](#) section of the guidelines.

5. Who can I contact if I have questions about my application?

If you have questions about the content of your application (e.g., regarding eligibility or completeness), the ministry's [Regional Development Advisors \(RDAs\)](https://www.ontario.ca/page/regional-development-advisors) are available to support you. It is strongly recommended that you contact an RDA as early in the application period as possible to discuss your plans and questions related to your proposed program. To find an advisor for your area, visit <https://www.ontario.ca/page/regional-development-advisors>

If you have any technical questions about the application process, please contact: TPON Client Care at (416) 325-6691 or 1-855-216-3090, Monday to Friday from 8:30 a.m. to 5:00 p.m. ET, or by e-mail at: transferpaymentontarioCC@ontario.ca.

6. Is it possible to save the application form as draft and come back later to continue to populate the information needed?

Yes, you are able to save the form as a draft and come back to it at a later date. Completed forms with all supporting documentation **must** be submitted by the deadline.

7. When can my project start? When does it need to be completed?

Applicants should plan to start their projects no earlier than June 1, 2026, and complete them by March 31, 2027.

8. What are the maximum allowable amounts for meals?

Funding to support catering expenses must align with the Travel, Meal and Hospitality Directive, which lists maximum amounts of \$10 for breakfast, \$12.50 for lunch, and \$22.50 for dinner. To consult the directive, visit: <https://www.ontario.ca/page/travel-expense-rules-and-claims>

9. How do I sign the application form?

The name and contact information for the person(s) who are indicated as signing authorities in Section C: Applicant Contact Information, will appear at the bottom Section L: Declaration and Signing. Once the form is complete, select **Sign Document**, and then click “**I Agree**” or “**I Disagree**”. Upon selecting the “**I Agree**” button, your name as was inputted in Section C will show with the date and time the form was signed. The next step is to click the **Validate** button in the top right corner of the form to check all the information in the application is complete.

10. There is no Submit button on the application form. Do we attach it to an e-mail to submit?

No, completed and validated forms must be submitted by uploading the form into Transfer Payment Ontario (TPON). Once you've completed your application, select the **Validate** button to ensure all mandatory fields are complete. If the form cannot be validated, it will direct you to the mandatory sections that are missing information. Only successfully validated forms can be uploaded and submitted in TPON.

11. My application won't validate so I can't submit it. What's wrong?

Make sure you have completed all mandatory fields (indicated by an asterisk), and electronically signed the application or you will not be able to validate and submit the application form.

12. When will I find out if my application has been approved for funding?

All applicants will be advised by Summer 2026 if their application was approved or not.

13. If I'm an individual applying for a grant on behalf of an unincorporated organization, are there any tax implications if we are approved for a grant?

You may wish to speak with an accountant or the Canada Revenue Agency for information about how receiving a grant would affect your specific tax situation.