

# Tenant Engagement Community Fund Application



**Submission dates are May 1 to 31 and November 1 to 30**

The Tenant Engagement Community Fund was created in consultation with Peel Living tenants and the community, to improve and modernize tenant support initiatives. These funds are available to Peel Living tenants to support tenant led local activities, priorities and initiatives.

\*If you need more space to fill out your responses, please feel free to use additional pages.

## Applicant Contact Information

Name: \_\_\_\_\_

Street address: \_\_\_\_\_

Unit number: \_\_\_\_\_ City: \_\_\_\_\_

Phone number: \_\_\_\_\_ Email address: \_\_\_\_\_

All applicants must be 16 yrs of age and older. Applicants 16-17 years of age will require parent/guardian consent. Unless you have withdrawn from parental control and are living independently.

Age:    16-17 years of age                      18+ years of age

## Initiative or Event Details

Initiative or Event Goal(s): (check all that apply)

Organize inclusive social and recreational activities for tenants at my site

Create an opportunity for connections within my site community

Promote community leadership, self-development, safety and wellness for tenants living at my site

Other \_\_\_\_\_

Provide a short summary of your proposed initiative or event and describe how your initiative or event meet one of the goals above (Tell us what you want to do in a few sentences).

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Describe how your initiative or event benefits others at your site.

Definition of success (What does success for your initiative or event look like?)

Approximate expected start date:  
(MM/DD/YYYY)

Approximate Expected End Date:  
Leave end date blank if this is an ongoing activity  
(i.e. club) (MM/DD/YYYY)

## Frequency of your initiative or event

One-time

Ongoing

Multiple times

Other \_\_\_\_\_

## Proposed Cost Breakdown

Please provide the amount you are applying for. A maximum of \$500 can be requested for the event/initiative. Requests over \$500 will be reviewed by the committee for approval. Also include the breakdown of the budget with all estimated expenses to the nearest \$10. (E.g., total costs for food, supplies).

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Total estimated people who can participate in your initiative or event based on your budget (Your initiative or event must be inclusive of anyone from your site).

## Space or Storage Requirements (should you receive funding)

Does your initiative or event require access to common space (e.g., common room or courtyards)

Yes      No      Other \_\_\_\_\_

Does any equipment or supplies need to be stored on an ongoing basis at your site?

Yes      Maybe      No      Other \_\_\_\_\_

Please provide a description of the items that need to be stored at your site

## Community Support

List a minimum of three (3) tenants from three (3) different units at your site that support your application.

NOTE: Peel Living may contact tenants below to verify support for the proposed initiative or event. Any support required (i.e. shopping, setting up, assigning tasks, etc.) is the responsibility of the applicant. The applicant must ensure they have the necessary supports needed to successfully hold the initiative or event.

\*Each supporting tenant must fill out their own information in the section below

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## Community Support: Tenant 1

Name: \_\_\_\_\_ Unit number: \_\_\_\_\_

Email address: \_\_\_\_\_ Phone number: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Community Support: Tenant 2

Name: \_\_\_\_\_ Unit number: \_\_\_\_\_

Email address: \_\_\_\_\_ Phone number: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Community Support: Tenant 3

Name: \_\_\_\_\_ Unit number: \_\_\_\_\_

Email address: \_\_\_\_\_ Phone number: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Declaration - Terms and Conditions

1. I have read and understood the guidelines of the Tenant Engagement Community Fund.
2. Resources requested will only be used for eligible expenses listed, solely for the purpose of the proposed initiative or event.
3. Resources will not be used for personal use.
4. As the applicant, it is my responsibility to ensure the funds are used for the initiative or event. It will also be my responsibility to ensure the funds are reconciled.
5. Once my initiative or event is completed, I will submit the completion report, along with all original itemized sales receipts, expense report, and unused funds, within 30 days of initiative or event completion.
6. I will only make purchases using approved payment method(s). I understand that purchases made prior to the application approval will not be reimbursed.
7. I acknowledge that I am responsible for obtaining any and all support needed to successfully hold my initiative or event.

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8. I acknowledge that I will get verbal consent for those who appear in photos or videos of the initiative or event.
9. I acknowledge that the initiative or event conforms to all city by-laws, and if a city permit is required (i.e. noise permit), then I am responsible for obtaining it.
10. I acknowledge that I am responsible for booking the common room for my initiative or event.
11. Failure to submit invoices related to the initiative or event will incur an invoice to the unit leaseholder of this application.
12. I have not previously applied and misused Tenant Funds or any monies provided to me.
13. I acknowledge that all decisions made by the Tenant Fund Selection Table are final.
14. I acknowledge that late submissions will not be considered.

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Tenant Signature

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Date (MM/DD/YYYY)

Please return your completed application to Peel Living in one of the following ways:

- Drop off at the Superintendent's office at your site
- Drop off at Access Peel (10 Peel Centre Drive or 7120 Hurontario Street)
- Email: [peellivingpartners@peelregion.ca](mailto:peellivingpartners@peelregion.ca).
- By mail (please allow 2 weeks for delivery):

Peel Housing Corporation, o/a Peel Living  
10 Peel Centre Drive, Suite "B", P.O. Box 2800, Stn "B"

## Notice of Collection

The personal information collected by the Region of Peel and/or Peel Housing Corporation, operating as, Peel Living is collected under the authority of the Residential Tenancies Act, 2006, the Human Rights Code Regulation 290/98 and the Housing Services Act, 2011 for the purpose of managing Tenant Engagement Community Fund Applications. Any questions regarding this collection should be directed to the Manager of Housing Operations and Tenancy Support at 905-791-7800, at Peel Housing Corporation, 7120 Hurontario Street, 4th floor, Mississauga, ON L5W 1N4.