

Core Fund Application Assessment Tip Sheet

Community Investment Program

The Community Investment Program (CIP) is committed to assessing funding applications in an equitable and transparent way. This Tip Sheet provides clear information about how applications for the 2027-2028 Core Fund will be assessed. Applicants are encouraged to refer to this tip sheet as you complete your application.

Accessible Application Formats

Applicants may request the application in an alternate format or seek support to address an accessibility or accommodation need in alignment with the Region's Accessibility Policy. Requests for accommodation will not affect the assessment of an application. Applicants can send an email request to cip@peelregion.ca.

Who Reviews my Application?

Applications undergo a multi-stage review process.

- CIP staff assess applications against Core Fund eligibility requirements.
- Applications that meet the eligibility requirements will also receive a financial review. The Region's Financial Services Unit will review the submitted financial statements to understand the organization's financial health and ability to manage the requested funds. This review is separate from the scored review of the proposed program or service.
- A Fund Review Committee will assess each eligible application using the published criteria. Two reviewers will score each application separately. All reviewers will report and avoid any conflicts of interest. All scoring differences will be reviewed and resolved. Final funding recommendations will be based on assessment scores, available funding, and overall portfolio considerations.

How will my application be assessed?

Assessment approach

The table below shows how much each application question is worth. If the detailed instructions are different from the general overview, follow the detailed instructions and the score shown on the application.

Reviewers will consider the information provided based on the organization's size, purpose, community context, and scale of the proposed work. Scores will be based on quality of the information provided. Clear and concise answers, reliable community knowledge, and data will all be valued.

After the assessment is complete, applicants will be notified of the funding decision within 10 to 12 weeks after the fund closes.

Scoring Scale

To support a fair, consistent, and transparent review process, each scored criterion is assessed using a three-point scale. Scores are based on the evidence included in the application and required attachments. Higher scores are awarded to responses that clearly demonstrate alignment with Fund priorities, provide credible supporting evidence, and present a feasible approach.

Three-Point Scale

Score	Score Criterion
0 = Does Not Meet Requirements	• Response is missing, incomplete, unclear, or does not address the question. • Little to no relevant evidence, rationale, or supporting information is provided.
1 = Partially Meets Requirements	• Response addresses some aspects of the question but contains important gaps. • Evidence, examples, or explanations are limited, unclear, or only partially support the proposal. • Rationale lacks clarity, feasibility, or alignment with the Core Fund purpose and selected Fund priority objectives.
2 = Fully Meets Requirements	• The response clearly and comprehensively addresses the question. • Strong, relevant, and credible evidence is provided. • Rationale is clear, feasible, and aligned with the Core Fund purpose and selected Fund priority objectives.

How the Score is Calculated:

Reviewers assign a score of 0, 1 or 2 for each scored criterion. Each score is converted according to the criterion's published weight, and the weighted results are added to produce a total score out of 100. Applicants will generally be ranked based on their final score, with funding recommendations made in order of highest to lowest score until available funding is fully allocated. High scores do not guarantee funding because recommendations are also subject to the available program budget and portfolio considerations.

Detailed Scoring Assessment

Below is a list of the sections found in the 2027-2028 Core Fund Application. Strong response supports will be provided for each section's more complex questions.

Criteria	Scoring
Demonstration of Need, Alignment, Impact, and Sustainability (60%)	60%
Section 1: Regional Alignment <i>What is your organization's mission, vision, and mandate? Your response must include how your organization supports at least one Core Fund priority sector.</i> <i>Using the Neighbourhood Information Tool (NIT), what is the well-being score of the ward you are located in?</i> <i>Referring to the percentage indicators available on the NIT, what indicators would your organization support or improve? E.g. economic opportunity, resident engagement and community belonging, safety and health, etc.</i> <i>How will the funding you're applying for support your organization to improve those indicators you've identified in the question above.</i> <i>How have you contributed to strengthening system stewardship beyond your organization's direct mandate? Include examples of coordinated planning, partnership development, service integration, identifying service gaps, and/or collective action.</i> <i>How does your organization demonstrate the organizational capacity required to successfully manage this funding opportunity? Include examples of strong governance, financial management, and experienced leadership.</i> A strong response will: • Provide your organization's mission, vision and/or mandate showing alignment to serving at least one of the identified priority sector. ◦ Add a link of your mission, vision and/or mandate document or upload a document on your Service Provider Profile on GovGrants • Identify the primary Peel neighbourhood(s) or service areas reached through the organization's ongoing work. • Describe how the funding you're applying for will improve the indicators on the NIT and use examples. • Demonstrate clear system stewardship approach through collaborative efforts related to two or more of the examples, and the applicable outcomes. • Provide examples of organizational capacity through processes, projects, and/or operational controls.	20%

Criteria	Scoring
Section 2: Number of Clients Served <i>What is your total number of unique client visits in the Region of Peel in the last year?</i> <i>For organizations supporting only one municipality, please demonstrate reach within that municipality and strong, active partnerships that extend its contribution to Peel's broader community services system.</i> A strong response will: • Provide historical evidence showcasing a significant number of unique clients served that are pre-dominantly from Peel Region. • Consider the impact of all full-time employees and how they support the organization's mandate. • Provide evidence of significant reach and/or impact in a specific Peel municipality.	10%
Section 3: Financial Need <i>What is your most recent audited financial statement revenue?</i> A strong response will: • Indicate the most recent annual revenue of your organization.	5%
Section 4: Sector Alignment <i>Please select the Sector Alignment that most closely aligns with your organization from the options below. You may select up to three sectors.</i> <i>Please provide a brief explanation to demonstrate how your organization's programs and services align with the sector(s) you have selected above.</i> A strong response will: • Demonstrate alignment with at least one of 10 priority sectors (e.g. children, youth and families, community safety and well-being, housing and homelessness etc.) ○ If you selected 'Other', a brief description of the sector label that closely aligns with your organization is provided.	10%

Criteria	Scoring
Section 5: Regional Priority Alignment <i>Please select the Regional Priority that most closely aligns with your organization from the options below.</i> <i>Please provide a brief explanation to demonstrate how your organization's programs and services align with the Regional Priority you have selected above.</i> A strong response will: • Demonstrate alignment with at least one of the Regional priorities (e.g. Poverty Reduction Strategy, Community Safety Well-being Plan, Peel Housing and Homelessness Plan, Strategy to address Human Sex Trafficking in Peel Region, Peel Public Health Strategic Plan).	10%
Section 6: Sustainability <i>Please explain what activities you intend to do to support the reoccurring costs and ensure the sustainability of your funding request.</i> A strong response will: • Provide details about each selected strategy including (only include details that are relevant to the selected strategies): ○ Explain how the organization will sustain funded positions and operations ○ Potential future funders and diversification strategies ○ Transition plan and how the organization will manage impacts. The plan should be proportionate to the funding term and may include continued delivery, integration into existing operations, partnership agreements, tools, practices, relationships, a communication plan on how priority communities will be informed of and supported through any service transition ○ Partnership development and shared-resource opportunities ○ Key milestones, timelines, and responsible roles • A contingency or wind-down plan if replacement funding is not secured or program or service is not transferred to another organization	5%

Criteria	Scoring
Budget Template	40%
The Budget Request Template is a mandatory attachment and will be assessed as 40% of the total application score. The template must provide a detailed budget showing how the requested funds align with Core Fund priorities and eligible expenses to strengthen organizational capacity, operational stability and sustainability. Applicants should select no more than three Core Fund objectives that are most relevant to their funding request. For each selected objective, applicants must provide: • The eligible expense category • The name of the expense • Total annual cost or estimated annual cost of expense • Amount of Core Funding to support expense • For staffing positions, indicate whether the position is currently filled, vacant, new, or existing • For staffing positions, the expected number of annual hours worked • Expected outputs • Expected outcomes Applicants may identify multiple expenses under one objective but may not apply for expenses in more than three objectives. A strong budget template will: • Include eligible requested costs that are reasonable according to the eligibility check in Section A of the budget template • Include eligible budget items that align to the selected Core Fund objective(s) • Include realistic costs for each requested item • Connect the outcomes to the Core Fund Objectives • Not exceed the maximum eligible amount • Be supported with evidence	