

Application: 0000000260

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2023 Standards of Excellence Grant - Round 1

2023 Standards of Excellence Grant - Round 1 - Application Form

In Progress - Last edited: Jan 12 2024

2023 Standards of Excellence Grant - Round 1/ La subvention pour les normes d'excellence 2023 – ronde 1

Application Form

Food Banks Canada's **Standards of Excellence** launched in April 2023. You can review the [Standards of Excellence](#) and [Program FAQs](#) or log in to Workplace to watch the introductory webinar.

Food Banks Canada is excited to launch this grant which will support the Network as you work towards meeting the Standards of Excellence. Food banks that apply for funding are expected to be working towards meeting the Standards.

Applications for this fund will be assessed every 6-8 weeks.

1. SCREENING CRITERIA

Is your organization an Affiliate food bank of Food Banks Canada (member of a provincial association) or a provincial association?

Yes

Affiliate Membership

If you are an affiliate food bank, please select below your provincial association.

Feed Ontario

Do you intend to complete the Standards Accreditation Process?

Yes

2. ORGANIZATIONAL DETAILS

Name of Organization	Test Food Bank
City	Markham
Province	Ontario
Mailing Address	22 Test Street
Postal Code	L3R 8X1
Contact Name	Karen
Contact Job Title	Manager
Contact Email	karen@foodbankscanada.ca
Contact Telephone Number	416-555-5555
Website (if available)	(No response)
Social Media Handles (if available)	(No response)
Charitable Registration Number	(No response)
Language of Correspondence	English

Please verify that you have entered the above information correctly.

I verify that I have entered the correct information

3. DESCRIPTION OF SUPPORT REQUIRED

Please select the category of the standard(s) your organization is aiming to work towards with this grant.
Select all that apply.

Responses Selected:

1. Governance & Administration
2. People Management
6. Food Operations & Food Safety

Describe how the funding will support your organization to come into compliance with the Standards of Excellence. Where possible, specify the standard(s) you require financial support to meet (Examples: You will hire a consultant to update your governance policies which will enable you to meet standards in Section 1; OR You will purchase stainless steel tables to better manage allergens in support of standard 6.12).

We have completed an assessment of what we need to do in order to meet the Standards in Section 1, 2 and 6. Section 1 - Governance - We would like to hire a consultant to support us to update our Board governance policies (specifically standards 1.03, 1.04, 1.05, 1.06 and 1.07). We have identified a consultant with the necessary expertise and a detailed proposal is attached.

We require additional staff time to create a business continuity plan (1.10) and to review our volunteer and employee policies (2.01, 2.02, 2.05) to ensure they align with the standards and provincial legislation. We have an existing part time staff person who can take on additional hours to complete these tasks.

In order to meet the food safety standards, we need to:

- purchase a vacuum sealer to meet standard 6.13
 - install a new hand-washing sink to meet standard 6.09
-

Nous avons terminé une évaluation de ce que nous devons faire pour respecter les normes des sections 1, 2 et 6. Section 1 - Gouvernance - Nous aimerions embaucher un consultant pour nous accompagner dans la mise à jour des politiques de gouvernance de notre conseil d'administration (plus précisément les normes 1.03, 1.04, 1.05, 1.06 et 1.07). Nous avons identifié un consultant possédant l'expertise nécessaire et une proposition détaillée est jointe.

Nous avons besoin de temps de personnel supplémentaire pour créer un plan de continuité des activités (1.10) et pour revoir nos politiques en matière de bénévoles et d'employés (2.01, 2.02, 2.05) afin de nous assurer qu'elles sont conformes aux normes et à la législation provinciale. Nous avons actuellement un employé à temps partiel qui peut prendre des heures supplémentaires pour accomplir ces tâches.

Afin de respecter les normes de sécurité alimentaire, nous devons :

- acheter une machine sous vide répondant à la norme 6.13
- installer un nouveau lave-mains répondant à la norme 6.09

4. PROGRESS TOWARDS MEETING STANDARDS

Can you estimate as a percentage how far along you are in meeting the Standards of Excellence?

20-39%

Please elaborate on your response to the above question.

We have completed an assessment of which standards we are meeting in section 1, 2 and 6. We are applying for funds that we believe will enable us to meet all fo the standards in these sections. In stage 2 we will complete an assessment of the standards in the other three sections.

Nous avons effectué une évaluation des normes que nous respectons dans les sections 1, 2 et 6. Nous sollicitons des fonds qui, selon nous, nous permettront de respecter toutes les normes de ces sections. Au cours de l'étape 2, nous réaliserons une évaluation des normes dans les trois autres sections.

Once you click the "Mark as Complete" button please continue your application by completing both the Budget section and Application Confirmation section before submitting your application.

2023 Standards of Excellence Grant - Round 1- Budget

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Budget

2023 Standards of Excellence Grant - Round 1 Budget

EXPLANATION OF EXPENDITURES *(no \$ sign, no commas)*

Category	Name of Standard & Purchase Details	Cost (\$) (no \$ sign, no commas)	Actual Spent (only complete at Report Stage)	Estimate Attached (Yes/No)
1. Governance & Administration	Consultant to review and update board policies. / Consultant pour examiner et mettre à jour les politiques du conseil d'administration.	5000		Yes
2. People Management				
3. Financial & Legal				
4. Client Service & Care				
5. Public Engagement & Fundraising				
6. Food Operations & Food Safety	Vacuum sealer - \$1,000 / Scelleuse sous vide - 1 000 \$ Hand-waching sink - purchase of sink and installation - \$2,000 / Lavabo lave-mains - achat du lavabo et installation - 2 000 \$ (quote for sink and installation attached / devis pour lavabo et installation ci-joint)	3000		yes
7. Other/General Standards' Support	Additional staff time to develop business continuity plan and update HR / Volunteer policies	3000		No

	(10 hours / week / 12 weeks). Temps supplémentaire du personnel pour élaborer un plan de continuité des activités et mettre à jour les politiques RH/bénévoles (10 heures/semaine/12 semaines).			
TOTAL GRANT REQUEST		11000.0	0	