

A GUIDE TO COMPLETING THE RESILIENCE FUND APPLICATION



This learning guide helps you to think about some of the more specific details of your project, and to help you answer the questions in the application form on SMapply. This guide is for your use only. You are not required to submit it with your application.



APPLY HERE:

<https://redcross.smapply.ca/>

IMPORTANT!



This learning guide is **NOT** the application form. You can use answers from this worksheet to complete your application. Your application is to be completed using the SMapply link.



There is a word limit for some questions on the application form in SMapply.

Use this document as an opportunity to write as much as you want under each question.

Once you have a plan for your project, go back and shorten your answers to fit the word limit. We've included the word limits next to the questions in this guide to help you when you get to that stage of the planning process.



While this document is structured in the order that the questions appear on the application form, feel free to move through the document in the order that is easiest for you.

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1

What one or two themes are you most interested in exploring with your project? Select up to two (2).

This question doesn't influence our decision on whether to fund your project. You can change your mind later, but it helps us understand your interests and the kinds of projects being submitted!

Review the [Funding Guide](#) for examples of what topics could fall under each theme (p.3).

Select a topic or two and explain why and how your project could fall under the theme(s).

Wellness and safety

Why?

Reconciliation

Why?

Caring for the environment, including using Indigenous Knowledge

Why?

Climate change

Why?

Reducing risks from disasters

Why?

Other topics that matter to you and your community

If you don't think your project fits under any of the above themes, that's okay! Try summarizing your project idea to pick out a potential theme.

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2 What is your community project title?

 15 words maximum on SMapply

When building your project title, consider the following:

- Look at your purpose statement from the [Shaping Your Project Idea learning guide](#).
- Think of the who, what, where, when, how, why.
- Consider what theme your project fits under.
- Brainstorm relevant keywords.
- Consider making it creative or eye-catching.
- Try out different titles below, or use this space to write out your purpose statement, or brainstorm keywords or catchy statements.

3 What is the goal of your community project?

 15 words maximum on SMapply

In one or two sentences, describe your project. What will you do and why?

Here, we are looking for a quick summary of the project. We want to understand what you will do and why you want to do it. Review the project criteria and ineligible activities in the [Funding Guide](#) to make sure that what you propose fits within the rules of this program.

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4

Background – How did you think of your idea? How will your project help your community?



100 words maximum on SMaply

In this question we hope to understand your perspective and vision for your project.

Ask yourself these questions and look back at your answers in the Shaping Your Project Idea learning guide:

- What did I notice in my community that I want to change or make better?
- What are my community's strengths that I want to build on?
- Who or what am I inspired by?
- What do I want to create?
- Who will benefit from my project? Have I asked them for input?

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5

Community engagement – Who will be involved in your project, and how?



100 words maximum on SMapply

This question is intentionally broad so that it is applicable to many types of projects.

Ask yourself the following:

- Who will join me in doing my project? What are their roles and responsibilities? Think about volunteers, supporters, participants, etc.
- Who might I need to ask for permission? (e.g. rural municipality (RM), band office, town, city, school)
- Who can give me support or amplify my efforts?
- Who will actively participate? (e.g. attendees at a workshop or volunteers at a cleanup day)

IMPORTANT!

We will be opening application opportunities at three separate times until March 2027 – we call these cohorts. Check the [Resilience Fund website](#) to view the cohort timelines and to identify which might work best for your project.

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6 Impact – How will you know your project was a success?

 100 words maximum on SMapply

Here, we are looking for your perspective on what you hope to achieve. It could be as simple as “lots of people come to the event” or “we finish the mural on time and it makes people smile”. It could be more complex, such as “I collect positive feedback from people who attend” or “I want to do an anonymous feedback survey”.

In any case, this question is here to help you think through your idea and your vision. There will be different opportunities to think about and measure the impact of your project.

7 Are you applying by yourself or with a team?

By myself

With a team of other youth

You can do your project alone, or, in some cases, a group of young people can work together in a more formal collaboration. In either case, the Funding Agreement is signed by one person who is ultimately responsible for the funding and is considered the funding recipient.

Tell Us About Your Team!  60 words maximum on SMapply

If you checked the box ‘with a team of other youth’, please tell us a bit about yourselves and how you plan to work together.

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8 Funding request

In the application form, we ask you to select which funding amount is closest to the estimated budget for your project.

The budget worksheet can help you plan, organize, and track your spending from planning through to reporting. It's an optional tool and does not need to be submitted with your application. Use it, or another method, to plan your project costs and calculate the total. Once you have that number, round up to the nearest \$500 and select a funding amount below that is closest to your total budget.

A higher value project is not necessarily a better project. Apply for the amount that will cover your costs, and that you feel comfortable managing.

- | | | | |
|--------------------------|---------|--------------------------|---------|
| <input type="checkbox"/> | \$500 | <input type="checkbox"/> | \$3,000 |
| <input type="checkbox"/> | \$1,000 | <input type="checkbox"/> | \$3,500 |
| <input type="checkbox"/> | \$1,500 | <input type="checkbox"/> | \$4,000 |
| <input type="checkbox"/> | \$2,000 | <input type="checkbox"/> | \$4,500 |
| <input type="checkbox"/> | \$2,500 | <input type="checkbox"/> | \$5,000 |



Note: In the Project Report (at the end of your project), we will ask you how much you spent in total – this number should be close to the total amount you requested.

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9

Project costs - Tell us why you requested this amount of funding and what you plan to spend the money on.



100 words maximum on SMapply

Here, we are looking for a brief description of the main costs and components of your budget. This will help us better understand your project. You don't need to list an itemized budget.

Use the budget worksheet in the [Budgeting Tips for the Resilience Fund](#) guide to estimate how much you think you will spend. Remember to follow the rules for projects costs in the [Funding Guide](#) as best you can.

Ask yourself:

- How will I use the funding? What will I need to purchase?
- Do I have cost estimates on supplies needed for my project?
- Are there shipping costs on top of the purchase price?
- Are there restocking fees if I return this product?

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Reflection Questions for Your Planning

Consider the questions below when planning your project.
Your answers do not need to be included in your application.

What factors might prevent this project from happening? (e.g., zoning restrictions, competing events, holidays, weather, etc.) How can I solve, avoid, or plan around this?

What factors, resources, or people might help me with this project? Think of the strengths you identified in your community.

Where will I be hosting activities or events?

Do I need a permit for my project? Other permissions?

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Reflection Questions for Your Planning

Consider the questions below when planning your project.
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Do I need somewhere to store materials until the end of the project?

**Is there a season or time of year that makes the most sense to plan my project around?
For example, planning a beach clean-up for the summer months.**

Where am I ordering supplies from? (e.g. online retailers, local stores)

**Can I purchase supplies from local businesses to put money back into my community
through this project?**

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Reflection Questions for Your Planning

Consider the questions below when planning your project.
Your answers do not need to be included in your application.

How long will it take for items to get to me?

How will I let people know about my activities/event/project?

Where will I donate any equipment or technology purchased for this project?

- **Note:** It is a requirement of this program to donate any equipment or technology purchased for your project to somewhere people in the community can share and use it after the project ends. For instance, you could donate items to a school, library, or youth centre. See the Funding Guide for more rules and requirements for the Resilience Fund.