

Eligible vs. Ineligible Expenses- GTA Community Grants Program

Eligible expenses are expenses directly linked to the successful delivery of the project. Ineligible Expenditures refers to expenditure on items not directly related to the delivery of an approved project. This list is not exhaustive and not intended to be restrictive, but to serve to guide budget creation and implementation. If you have any questions regarding whether an expense is outside of the eligibility guidelines, please reach out to our Program Coordinator andrea.milatovic@petergilganfoundation.org

Example Eligible Expenses:

- Purchase of Media Equipment
- Program supplies
- Accessibility (ex. ASL interpreters, equipment rentals, audio description and closed captioning)
- Food and Refreshments for participants
- Capacity building costs (ex. Mental Health training, Anti-Racism training, Mentorship)
- Volunteer recognition, volunteer food expenses
- Childcare expenses for volunteers and participants
- Honoraria for group members
- Training and Workshop expenses
- Equipment Rentals
- Communications and Promotion
- Literature for education and reference
- Public transportation costs for volunteers and program participants
- Interpretation and translation fees
- Permits for events/activities
- Liability insurance for event/activities
- Dedicated space rentals
- Printing (ex. promotional flyers, educational resources)
- Other expenses on a case-by-case basis

Examples of Ineligible Expenses:

- Mass market advertising campaigns
- Any activities associated with fundraising campaigns
- Strictly religious activities/services, banquets, receptions, fundraising events, donations to charitable causes, lobbying or advocacy on behalf of for-profit entities
- Partisan political activities
- Alcohol
- Land acquisition, lease, or rental
- Purchase of vehicles, personal vehicle expenses and parking
- Gas for vehicles
- Disbursements of funds to provide additional grants to other parties
- Conference registration and travel fees
- Reserve funds, debt repayment, deficit funding, capital costs
- Activities that extend beyond the Greater Toronto Area's borders
- Home phone and internet costs
- Costs to maintain activities beyond the funding term

- Purely academic or basic research
- Anything not listed in your original submitted budget that has not been approved of by the Foundation*

*The Foundation acknowledges that needs can and will change along the lifecycle of the project- the proposed budget is not definitive, and if a situation arises where an expense item becomes obsolete, the price of an expense item changes, a new expense need arises etc.- the expectation from the Foundation is for this change to be communicated to staff, to promote transparency and due diligence.