

56 Queen Street Port Hope, ON L1A 3Z9

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2025 Community Grant Application

Please complete the below 2025 Community Grant application. Any questions that have a red *asterisk are considered mandatory fields. Completed hard copy applications can be mailed, hand delivered or placed in our drop-box at Town Hall, 56 Queen Street, Port Hope, L1A 3Z9.

Organization Information

Non-profit Organization/Registered Charity Name: *

The Rose Quest Personal Care Initiative

Address (Including Postal Code): *

31 Trefusis Street South Port Hope Ontario L1A 3P1

Contact Information

First and Last Name of Contact Person: *

Rose Wilton

Title of Contact Person: *

Chief Administration Officer

Phone Number: *

905-396-5771

Alt. Phone:

289-387-4246

Email: *

therosequest@gmail.com

Applicant Eligibility

1. Are you a non-profit organization or a registered charity? Please select ONE: *

- ☒ Registered Charity
- ☐ Non-Profit Organization

If you are a registered charity as per CRA please indicate your registered number:

722343738-RR-0001

2. Which of the following describes your non-profit organization or registered charity? (Select all that apply) *

- ☒ Initiate or deliver programs and services to the citizens of Port Hope.
- ☐ Provide events of a Municipal, Provincial or National significance, which could be expected to bring economic, and/or public relations benefit to the Municipality.
- ☒ Provide programs and services to address any urgent and pressing events and natural disasters (i.e. fire, flood, earthquake).
- ☐ Initiate programs or services for individuals, groups or teams who require assistance to participate in recognized regional, provincial, national or international championships.

Application Information

1a. Name of Event or Program: *

The Rose Quest Hygiene Warehouse

1b. Date range of the Organization's Event: *

April 2025 - September 2025

If requesting general program funding then enter N/A for the date range.

2. Are you applying for up to \$5,000 or up to \$10,000? *

- ☒ Up to \$5,000
- ☐ Up to \$10,000

3a. Prior Year's Grant Request:

4000

3b. Prior Year's Awarded Grant: \$

3000

4. Please briefly describe the organization's programs and services: *

As a community connector and distributor, our ultimate goal is to tackle the pressing issue of hygiene poverty, which is a significant obstacle to employment, education, and overall well-being while perpetuating the cycle of poverty within our community. We do this through four core programs:

1. **Direct to Street:** consists of a Personal Care Community Cupboard at municipal buildings and a Kit Outreach service, which supports people sleeping rough.
2. **Community Organization Assistance:** delivers full-sized hygiene products to various Northumberland-based nonprofits, social services, foodbanks, and community agencies serving low-income individuals. These orders are tailored to specific needs identified by recipient organizations, prioritizing portion size and gender-specific items sourced from The Rose Quest's product bank.
3. **School Support:** partners with schools in Northumberland County to provide essential personal care and hygiene products to students and families in need. This initiative removes hygiene-related barriers to attendance and participation while fostering community awareness about poverty and homelessness.
4. **Crisis Relief:** offers care kits to families facing crises or traumatic events, supplying free hygiene products and other essentials to alleviate immediate financial stress. These kits are accessed through local emergency services and disaster relief agencies, supporting individuals in rebuilding their lives after hardships or assisting refugees relocating to Northumberland.

Since the COVID-19 pandemic, our outreach efforts have nearly tripled. To meet the escalating demand for our services and improve efficiency, we are embarking on a pivotal project—The Rose Quest Hygiene Warehouse. This initiative will establish a centralized facility in Port Hope, Ontario, enabling us to expand our capacity to collect, store, customize, and distribute hygiene products and kits tailored to diverse needs across our community.

5. Please provide a statement of the organization's goals/objectives: *

Our mission is to support individuals, families and youth facing the challenging realities of poverty. By operating and maintaining a personal care and hygiene products bank, we serve individuals with low/no income, crises, and homelessness, significantly impacting their lives.

Through the design and launch of The Rose Quest Warehouse, our goal is to tackle the pressing issue of hygiene poverty, which is a significant obstacle to employment, education, and overall well-being, perpetuating the cycle of poverty within Northumberland County.

The project aims to support individuals from low-income families who often face difficult choices about what they can afford each month. Due to the lesser-known impact of hygiene poverty, these individuals frequently deprioritize hygiene products in favour of other essential needs. Our work in the community has shown that this issue significantly affects the physical and emotional well-being of youth, families and seniors. The Warehouse will provide these vulnerable populations with the customized hygiene products they need most.

By increasing our storage capacity, diversifying our product offerings, and enhancing community engagement, our Warehouse will empower individuals to access critical resources while promoting awareness and education on hygiene practices.

6. Please provide a description of how the organization's program or service advances Council's strategic plan: *

The Rose Quest offers a unique service for the citizens in Port Hope and aligns well to Port Hope Council's strategic priority to make our community a welcoming and livable community. Our programs are aimed to support local individuals, families and youth facing the challenging realities of poverty and by taking care of the basic needs of low/no income individuals, we enable the improvement of happiness, increase their quality of life, and allow them to feel a stronger sense of belonging to the community where we live.

For a copy of the Port Hope Strategic Plan, go to porthope.ca/strategic-plan

7. If Council approves the organization's Community Grant request, what will the funding be used for? *

After operating for ten years, we have developed a plan to expand our outreach focusing on supporting vulnerable individuals in Port Hope.

Funding from Council will be aimed to build more capacity to enable sustainability of the Rose Quest Hygiene Warehouse aligning with the following strategic objectives:

1. Enhanced Capacity for Program Delivery: Improving our ability to serve vulnerable populations by ensuring equitable access to vital resources while fostering community engagement on hygiene health. With extensive experience in outreach and community building, and in response to the growing demand for our products and support, we recognize the need to scale our impact.

2. Improving Physical Space: Creating a centralized location to efficiently receive and distribute hygiene products to low-income families and individuals. Building on existing donated infrastructure such as storage bins, sorting tables, and delivery bags to extend product shelf-life and allow for a better program delivery experience.

3. Technology enhancements: Building on existing tools to include a robust inventory management system to ensure product life-cycle is maintained, training and sessions targeted at upskilling our volunteers to effectively use these products. These enhancements are meant to drive a swift more flexible response to our requests and programs.

The Warehouse is currently being piloted at the United Church in Port Hope. We are seeking support from the Port Hope Council to fund updates to our sorting, product storage, and sorting solutions; support for technology enhancements to enable faster end-to-end results; and support from resources to enable the success of the Warehouse.

8. Please provide a description of how the organization intends to measure the success of the program or service: *

Success of the Hygiene Warehouse can be determined by the growth of the programming and expansion of capacity to deliver the needed hygiene products to those who need them. Over the past 10 years, The Rose Quest has seen year-over-year growth in the number of products requested as well as delivered. The funding from the Municipality is allowing us to build infrastructure that will support this growth for the future. The Rose Quest is committed to providing the Municipality of Port Hope quantifying metrics to understand the value and impact of their contribution and donation.

9. What is the approximate geographic audience demographic that you plan to target? (i.e. 300 Adults and 50 Kids: 75% Port Hope Residents) *

The Rose Quest targets our most vulnerable population including families, students, elderly, and individuals in crisis that are living in Port Hope. The Hygiene Warehouse project will look to support up to 500 people annually and distribute over 10,000 resources across Port Hope based on our experience over the past 10 years. This expansion is a testament to our commitment to creating lasting change in our community.

The Rose Quest's Broader Programming Impacts:

School Giving program targets youth (~75 local school-aged children who are Port Hope Residents)

Community Organizational Support Program (100% Organizations supporting Port Hope Residents)

Crisis Relief Program (75% Port Hope Residents)

Street Level Support (up to 90% Port Hope Residents - typically adults)

10. What new initiatives will the organization be doing in the upcoming year? *

The Rose Quest has recently become a registered charity. With that designation, The Rose Quest plans to expand programming and physical space, to be a broader connection for partner organizations, and explore educational classes to further combat hygiene poverty.

Our ideas for the next year include:

The Warehouse Grand Opening

Located in a strategically chosen facility, our new distribution warehouse will not only enhance our physical and resource capacity but also serve as a unique central resource for reducing hygiene poverty in Port Hope. The warehouse will be a central space for collecting, storing, distributing, and customizing hygiene product kits tailored to the specific needs of recipients and community partners across the region.

Phase One of the project is to secure a site that we can lease to establish The Rose Quest Hygiene Warehouse. We have determined that we will need a facility that is approximately 1250 square feet to store and distribute the inventory required to address the needs of our community. We are also exploring collaboration opportunities with organizational partners as we value the efficiencies and impact of shared spaces and resources.

The Community Classroom

The Community Classroom will serve as a dynamic space where we can host educational sessions on proper hygiene, health, and wellness and provide training programs that empower individuals with the knowledge and skills they need to thrive. This welcoming environment will also be a gathering place for community activities, allowing us to build stronger relationships and promote unity and support within the community. Through this initiative, we aim to distribute essential hygiene products and create a foundation for lasting positive impact on public health and personal dignity. The Community Classroom will be constructed as part of Phase two of the project once the Warehouse is fully operational.

Program Expansion

Our reason for moving is because we are struggling to meet the growing need in our community. Our current efforts are focused on outreach and distribution in the small urban centres of Northumberland (Port Hope and Cobourg), but we see the great need in the county's rural hamlets and northern and eastern regions. A larger facility means we can receive and stock more products, including large corporate donations to increase our geographical outreach and serve all of Northumberland.

Furthermore, moving to a larger facility with a dedicated warehouse and community classroom can expand our programming to support and care for a diverse population. Phase three of the project will see us expand our current programs (direct to street, school support, community organizational assistance, and crisis relief) to design and implement a seniors-specific and Indigenous program to tailor hygiene support to meet these populations' age and cultural needs. This expansion will allow us to address seniors' unique challenges, such as mobility issues and specific health concerns, and to respect and incorporate cultural traditions and practices essential to Indigenous communities.

11. Does the organization work jointly with any other community or organization? If yes, please provide details:

*

The Rose Quest is embedded in many areas of the Port Hope community and the organizations that support it, providing access to personal hygiene and crisis management relief products to individuals that most need them. The Rose Quest has a strong connection to the community of Port Hope, both operating primarily in the community and being part of Port Hopes Farmers' Market. Additional service organizations and schools that The Rose Quest supports include;

Services Organizations:

1. Green Wood Coalition – Ongoing support to provide Green Wood Coalition with requested items affecting personal hygiene such as hats, tarps, laundry detergent, reusable bags, and other items that directly respond to individual needs and local crises.
2. Northumberland Hills Hospital – Directly supplying personal hygiene kits (30 kits to date) in addition to other requested items from the Northumberland Hills Hospital Community Mental Health Services.
3. The Community Health Centre Port Hope – Providing personal hygiene and requested items for their community bank.
4. Port Hope Police Services – The station has been provided with kits for officers to keep in their vehicles to assist people experiencing homelessness that they may encounter while patrolling.
5. Stuff a Stocking for a Senior Northumberland – Providing hygiene and necessary care products to the Annual Program that hopes to ensure that all seniors in long term care locally can enjoy Christmas.
6. Additional direct support to; Helping Hands Northumberland, PARN, Rebound Child and Youth Services, and Salvation Army Port Hope

Local Schools

Kawartha Pine Ridge District School Board - Providing Personal Hygiene Kits and regularly requested items.

Port Hope High School, Dr. Hawkins, Dale Road Public School, Cobourg Collegiate Institution, and Northumberland Centre for Individual Studies.

12. Does the Municipality provide your organization other financial support? (i.e. fee waiver, etc.) If yes, please indicate the amount and provide description: *

The Municipality of Port Hope has supported The Rose Quest previously in two facets. Direct grant funding of \$3,000 in 2024 helped us to revitalize our Personal Care Community Cupboard (PCCC) with a new location, repairs, custom art-work designed by a local artist, as well as products to serve out to our community.

The Municipality has also graciously supported The Rose Quest with the use of town property for the Personal Care Community Cupboard, posted on the walls of the public bathroom near the Town Hall.

13. How is the organization decreasing reliance on Municipal funding? *

The Rose Quest continues to increase its presence in the community and is expanding programming to ensure personal needs are met. This past summer The Rose Quest submitted and received registered charity status. This designation has allowed for organizational growth.

In 2024 we have hired a professional fundraiser to enable the foundational capabilities to self-enable successful fundraising campaigns, onboarded a Customer Relationship Management software to track and organize our donor base and fundraising campaigns, and established a new relationship with Canada Helps to allow acquisition of new donors through new channels.

The Rose Quest is also strengthening partnership relationships with Port Hope Service Clubs - such as Lions Club and Rotary, and has been looking for broader partnership with Northumberland Fare Share, Food Bank, and United Way.

Through maturing our organizational foundation and expanding our relationships, we are continuing to grow our ability to be a donor-reliant organization.

14. Please indicate how the Municipality’s financial support will be acknowledged. If possible, please provide an example: *

The Rose Quest will acknowledge the grant funding from the Municipality of Port Hope by placing the town logo on our website and social media posts. The Warehouse also gives us an opportunity for a ribbon cutting ceremony and formal launch with the support of the Municipality of Port Hope.

As an active Charity organization in the Port Hope community, The Rose Quest is determined to increase the connection and relationship with the Municipality of Port Hope and would like to find additional areas for acknowledgement, thanks, and partnership.

Financial metrics

15. Please provide the following financial metrics for your organization

a. Previous Year Total Revenues: *

22,439

b. Previous Year Total Expenses: *

20,284

c. Total Assets *

8,575

d. Total Liabilities: *

8,575

e. Planned Revenues for upcoming year: *

200,000

f. Planned Expenses for upcoming year: *

200,000

16. Any additional information you find necessary:

Thank you for your consideration.

2025 Community Grant Application Attestation

Having requested financial assistance from the Municipality, the Organization agrees to the following conditions if a grant in any amount is awarded:

- a. The Organization confirms that the representations contained in the application for financial assistance are true and correct in every respect and that in the event that the funds are not used for the project or programs as described in the application, or if there are misrepresentations in the application, the full amount of the financial assistance will be payable to the Municipality.
- b. If there are any changes in the funding of the project from that contemplated in the application, the Municipality will be notified of such changes through the Director, Finance.
- c. That the Organization will make or continue to make attempts to secure funding from other sources as indicated in its application.
- d. That the Organization will keep proper books of accounts of all receipts and expenditures, relating to the program, services or project.
- e. That the Organization will retain and make available for inspection by the Municipality or its auditors, all records and books of accounts of the Organization upon request from the Municipality which may be made within 2 years of the grant award.
- f. That if the programs or services proposed in the Organization's application are not commenced, or are not completed and there remain Municipality's funds on hand, or are completed without requiring the full use of the Municipality funds, such Municipality funds will be returned to the Municipality.
- g. That the program or services not be represented as a Municipal program or service, and that the Organization does not have authority to represent itself as an agency of the Municipality in any way, the only relationship being that the Municipality has approved the granted financial assistance to the Organization.
- h. All payments will be issued by electronic fund transfer. Payments will only be issued to bank accounts registered in the non-profit organization/ registered charity name as specified on the application.

Signing Authority

We certify that to our knowledge, the information provided in this application for a Municipal Community Grant is accurate and completed and endorsed by the organization which we represent.

Authorized Signing Officer - Name *

Authorized Signing Officer

Caleb Carisse

Date (MM/DD/YYYY) *



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