



Ministry of the Solicitor General

Application Instructions and Guidelines

Grant Program: **Victim Support Grant (VSG)**

Grant Term: **2024-2025 (one year)**

Area of Focus: Support for victims and survivors of all crimes.

- ❖ The VSG will provide local police services with the flexibility needed to adapt to their own community's needs and fill gaps in responding to the unique needs of all victims and survivors.

Table of Contents

INTRODUCTION.....	3
AREAS OF FOCUS.....	4
ELIGIBILITY CRITERIA.....	5
APPLICATION REQUIREMENTS.....	5
FUNDING & TIMELINES.....	7
OUTCOMES & PERFORMANCE INDICATORS.....	7
REVIEW PROCESS.....	11
ASSESSMENT CRITERIA.....	11
CONTRACTUAL AGREEMENT.....	14
APPLICATION SUBMISSION.....	14
MINISTRY CONTACT.....	15
APPENDIX A: Glossary of Terms.....	15
APPENDIX B: Registering your Organization in Transfer Payment Ontario.....	20

INTRODUCTION

Please note:

- ❖ This document is to assist you in completing the Victim Support Grant (VSG) application form and provides information and guidance that should be reviewed prior to filling out the application form.
- ❖ These application guidelines and instructions outline the grant process and contain information on eligibility criteria, outline outcomes and performance indicators, the application review process, selection criteria, and more.
- ❖ If you have any questions or concerns or require assistance with this document, please contact ministry staff.

Victim Support Grant 2024-2025

The Ministry of the Solicitor General (ministry) is pleased to present the 2024-2025 VSG program.

The VSG program will provide funding to police services to enhance capacity to support victims and survivors of all crimes through increased collaboration with local organizations and communities.

Supporting victims of crimes is crucial for:

- Emotional recovery of the victim and assisting with mental health concerns as a result of the crime committed against them.
- Restoring victims' confidence in the justice system and ensuring they feel heard.
- Improving the chances for police to solve crime and hold offenders accountable through victim cooperation.
- Enhancing public safety by victims feeling safe to report crime.

Funding under this grant program is available to police services in Ontario, including municipal and First Nations police services, as well as municipalities policed by the Ontario Provincial Police (OPP) for projects that focus on supporting victims and survivors of all crimes. This will allow more victims and survivors to be reached and for them to feel safe and supported.

AREAS OF FOCUS

The VSG program will have a wide area of focus to support victims and survivors of all crimes, some examples include:

- Intimate partner violence/domestic violence
- Gender-based violence
- Human trafficking and child abuse
- Sexual assault
- Hate crimes
- Elder abuse
- Cybercrime/online fraud
- Violent Crimes
- Assault

However, police services can choose the area of focus based on local community needs.

- More than one focus can be selected (i.e., hate crimes and property crimes, gender-based violence and domestic violence).

Funding Objective: To support victims and survivors of all crimes who may come into contact with police, through enhanced collaboration and coordination between police and broader sectors and communities.

- Broader sectors may include justice, housing, education, health/mental health, community and social services, and children and youth services.

Examples of key activities that may be funded as part of a proposed project:

- Development of multisectoral teams or resources to support specialized interventions (e.g., situation tables, referral protocols).
- Collaborative community initiatives to support regional capacity building in supporting victims and survivors (e.g., community events, community of practice).
- Investments in collaborative resources that assist police in responding to the unique needs of victims and survivors (e.g., “soft” interview rooms in a community agency, victim navigation supports, language interpretation services for victims, peer support services).
- Training and education for police on how to handle cases sensitively and implementing a victim centred approach.
- Working with advocacy groups to support victims and raise awareness.
- Restorative and justice initiatives to engage victims and offenders, when appropriate to promote healing and accountability.
- Developing mentoring and intervention programs for at-risk youth to prevent them from becoming victims.
- Provide outreach to victims working with social services, legal advisors, and healthcare to investigate crimes and provide resources for protection and recovery.
- Immediate trauma informed counselling for traumatic events.

ELIGIBILITY CRITERIA

Who is Eligible?

Funding is available to:

- Municipal and First Nations Police Services.
- Municipalities policed by the Ontario Provincial Police (OPP).
- **Proposals must be in collaboration with at least one other community-based agency and/or Indigenous community, etc.**

Municipal and First Nations polices services, as well as municipalities policed by the OPP, can submit as many applications as they would like. There is no limit on the number of applications per eligible applicant.

NEW: For all **OPP-policed municipalities**, applications must be reviewed by the OPP's Grant Support Team at OPP.Grant.Support.Team@OPP.ca prior to submission in Transfer Payment Ontario (TPON). In addition, applications **must be submitted through the municipality's TPON account.**

More details on the application process, including accessing the application and applying through TPON, are outlined in **Appendix B** below.

APPLICATION REQUIREMENTS

a) MULTI-SECTORAL COLLABORATION AND PARTNERSHIPS

Applicants are required to work with a minimum of one (1) other relevant agency/organization from a different sector that has proven expertise in supporting victims and survivors. Some examples include: Violence Against Women (VAW) services, Victim Crisis Assistance Ontario (VCAO) agencies, Sexual Assault Centres (SAC), Indigenous Victim Services, Indigenous Healing and Wellness Strategy agencies, Indigenous communities and organizations, anti-human trafficking service providers, survivor-led human trafficking organizations, community-based agencies, etc.

Applications should clearly identify how the collaboration/partnership will result in a more effective and coordinated approach to supporting victims and survivors of crime. Applications should demonstrate how the project is evidence-based, victim/survivor-centered, and where appropriate, includes consultation and collaboration with people with lived experiences.

The application should also clearly outline key roles and responsibilities between the police service and all partners/organizations/Indigenous communities in planning and implementing

the project, as well as any accountability towards project performance and the use of project funding.

Note: The application should be submitted by the police service and must include a letter of support from all partners/organizations/Indigenous communities involved with the project (see (b) LETTER OF SUPPORT, below).

b) LETTER OF SUPPORT

Applicants are required to provide a letter of support that confirms the involvement of any partners/organizations/Indigenous communities. These letters should detail the nature of the collaboration and what role the organization/community will play in the development and/or delivery of your project. This must be an official letter signed by the respective organization/Indigenous community.

c) PERFORMANCE MEASUREMENT

Applicants must track and collect data on **MANDATORY** ministry-identified outcomes, as well as identify individual local performance measures (see Outcomes and Performance Indicators section).

d) RESULTS-ORIENTED

Projects should be developed in such a way that the objectives are clearly articulated, tangible and have measurable indicators associated with them. It should be clearly stated how each sub-component of a proposal is intended to meet the objective(s) it is in service of.

Please see the Assessment Criteria that provides important details about all the components that must be addressed in your application.

FUNDING & TIMELINES

Funding

The ministry will provide funding over one-year for time-limited projects that improve services for victims and survivors. Applications are eligible for a maximum budget of up to **\$200,000 for one year (2024-2025)**.

All complete and eligible applications submitted by the deadline will be reviewed and scored by an inter-ministerial Review Committee.

Timelines

The ministry must receive completed applications through both TPON and by email by **4:00 p.m. EST on November 7, 2024**. See [Application Submission](#) section.

Projects approved for funding under this grant must be completed no later than March 31, 2025. Any expenses incurred after this date are not permissible and will not be funded by the ministry. Please take this into consideration when developing project activities and budgets, given the timing of the call-for-applications.

OUTCOMES & PERFORMANCE INDICATORS

Successful VSG recipients will be required to report back on ministry and local indicators that your project will be focused on (i.e., intimate partner violence/domestic violence, gender-based violence, human trafficking and child abuse, sexual assault, hate crimes, elder abuse, etc.). The ministry's overall goal of this grant funding is to increase public safety by working with policing and community partners to provide the resources and tools they need to keep Ontario's communities safe and resilient.

This funding will assist and/or contribute towards the ministry's overall goal by providing police services and community organizations with additional resources (training and education, outreach, equipment, collaboration, etc.) to implement projects under the 2024-2025 VSG cycle.

Please follow the steps below to fill out the Performance Measures section of the document. **There will be two separate charts to complete:**

- 1) Chart for Ministry Key Performance Indicators (KPI's) - ALL MINISTRY MEASURES ARE MANDATORY**
- 2) Chart for Local Specific Indicators – IT IS MANDATORY THAT AT LEAST TWO LOCAL INDICATORS BE PROVIDED FOR THIS CHART**

Chart One Instructions - Ministry KPI's

STEP ONE: Indicate your target goal that you wish to achieve by end of this project term (by March 31, 2025) for each of the indicators listed below.

A. Project/Program Coverage - # of services/activities delivered

1. **Indicator 1:** # of calls for service attended to support victims of crime.
2. **Indicator 2:** # of FTEs dedicated to supporting victims of crime.

B. Project/Program Administration Costs

1. **Indicator 1:** Total amount spent on administration of the program (\$).
2. **Indicator 2:** Total initiative allocation (\$).

C. Project/Program Impact – Increasing Support for Victims of Crime

1. **Indicator 1:** # of victims who are referred to community organizations.
2. **Indicator 2:** # of victims who felt supported through the investigation of crime.
3. **Indicator 3:** # of victims who are referred to community organizations but did not want support.

D. Reduction in the Incidence of Violent Crime

1. **Indicator 1:** # of individuals arrested for the indicated offense.
2. **Indicator 2:** # of individuals charged for the indicated offense.

E. Increasing Support to Front-Line Officers

1. **Indicator 1:** # of officers who received training.
2. **Indicator 2:** # of training sessions/hours provided.
3. **Indicator 3:** % of officers who indicated that the training provided them additional information.

F. Ensuring People Feel Safe and Secure

1. **Indicator 1:** # of community outreach events held.
2. **Indicator 2:** # of community members who attended the community outreach events.
3. **Indicator 3:** % of community members who indicated that the events increased their knowledge of the issue (survey of individuals who attend the outreach event).

STEP THREE: Input your target/goals from April 1 to March 31.

STEP FOUR: Input where your data is being provided from (this will be a dropdown menu). This will explain if the data is provided through project-based data, unit-based data, police service wide data, or other.

STEP FIVE: Use this section only if you selected "other" under step four. For other, please explain in the "data captured based on other" column where data was gathered from (i.e., partner agency).

Example Ministry KPI's Chart (Chart One)

Police Service Name:		GRANT PROGRAM: VICTIM SUPPORT GRANT (VSG) GRANT CYCLE: 2024-25			
Project Title:					
PRIORITY/FOCUS	Ministry Key Performance Indicator (KPI)	Indicator to be Measured for Ministry KPI	Goal/Target <small>(Project Term - 2024 to 2025)</small>	Data Captured Based on <small>(Example, project based, unit based, police service based,</small>	Data Captured Based on Other <small>(please explain where data was captured from if other)</small>
human trafficking	Increasing Support for Victims of Crime	# of victims who are referred to community organizations	50	project-based data	
human trafficking	Increasing Support for Victims of Crime	# of victims who felt supported through the investigation of crime	50	other	victim services agency
domestic violence	Increasing Support to Front-line Officers	# of officers who received training	100	police service wide data	
domestic violence	Increasing Support to Front-line Officers	# of training sessions/hours provided	5	project-based data	

Chart Two Instructions - Local Specific Indicators

STEP ONE: Input a minimum of (2) local indicator(s) you would like to provide to the ministry that you feel are relevant to your project.

Some examples of local indicators may include but are not limited to:

- Survivors receive services that are culturally responsive to address their diverse needs.
- The total number of annual educations programs provided to youth.
- Percentage of victims of experience repeat victimization.
- Survivors have increased knowledge of services.
- Survivors experience increased economic security and financial independence.
- Perpetrators have increased awareness of and skills to stop the cycle of violence.
- Reduced recidivism for perpetrators.

STEP TWO: Input your target/goals from April 1 to March 31.

STEP THREE: Input where your data is being provided from (this will be a dropdown menu). This will explain if the data is provided through project-based data, unit-based data, police service wide data, or other.

STEP FOUR: Use this section only if you selected “other” under step four. For other, please explain in the "data captured based on other" column where data was gathered from (i.e., partner agency).

GRANT PROGRAM: VICTIM SUPPORT GRANT (VSG) GRANT CYCLE: 2024-25				
Police Service Name:				
Project Title:				
PRIORITY/FOCUS	Local Indicator Measured	Goal/Target (Project Term - 2024 to 2025)	Data Captured Based on (Example, project based, unit based, police service based, other)	Data Captured Based on Other (please explain where data was captured from if other)
hate crimes	Survivors receive services that are culturally responsive to address their diverse needs	10	project-based data	
Violent Crime	The total number of annual educations programs provided to youth	5	unit-based data	

REVIEW PROCESS

All applications submitted by the deadline will be reviewed and assessed by a formal Review Committee, comprised of representatives and subject matter experts from within and outside the ministry. The Review Committee's primary mandate will be to review and evaluate applications, to ensure that eligibility criteria are met, and to confirm that applications have clear objectives, specific activities to achieve those objectives, an evaluation strategy, and performance measures that track the successes of the project.

Should the application meet the eligibility criteria, your proposal will be assessed based on the following set of criteria:

- ✓ Demonstrated Need
- ✓ Work Plan and Activities
- ✓ Multi-sectoral Collaboration and Partnerships
- ✓ Outcomes and Performance Indicators
- ✓ Budget

Successful projects are subject to the Solicitor General's approval.

Note: All applicants will receive written notification of the final decision whether their application is approved or declined.

ASSESSMENT CRITERIA

Please review the assessment criteria outlined below. It provides important details about the components that must be addressed in your application.

DEMONSTRATED NEED (6 points)

1) Indicate the need for funding under this grant.

- ✓ Provide a brief summary and overview of the project you are seeking funding for.
- ✓ Provide an explanation outlining the need for your project and identifying gap areas.
- ✓ Evidence should be provided to demonstrate the need (e.g., high rates of victimization, demographic needs, gaps in services/programs, feedback from people with lived experience etc.).
- ✓ Include current and reliable statistical data to support your rationale, including from your own jurisdiction. Statistics/evidence may originate from police reports, academia, journal/scholarly articles and publications (e.g., from Statistics Canada, police reported data) or through local findings as a result of community consultations, a gap analysis, an environmental scan, traditional knowledge, surveys etc.

Note: It is important that projects build on the existing support service systems and do not duplicate services already available locally. Consideration should be given to aligning with and leveraging local community safety and well-being (CSWB) planning efforts and supporting initiatives that address priorities identified through the local CSWB plan.

WORK PLAN and ACTIVITIES (4 points)

2) Provide a comprehensive outline of the activities and work plan that will be implemented as part of the project. Explain what work will be done, the activities associated with the work, who will execute the work plan and who will benefit from these activities and how.

- ✓ Describe in detail the work plan and key activities that will be implemented during the project.
- ✓ Identify how the work plan and each of the activities relate to the priority(ies) you choose to implement (domestic violence, human trafficking, hate crimes, gender-based violence, cyber crime, etc.). What work will be done?
- ✓ Provide an explanation of the activities that will be implemented and who will benefit from the activities and how.
- ✓ Explain how the proposal is responsive to any unique community needs.

MULTI-SECTORAL COLLABORATION AND PARTNERSHIPS (3 points)

3) List the agencies/organizations/Indigenous communities that will be involved in the project. In the table provided in the application (see below for reference), please provide applicable information to describe the organizations you will be collaborating with.

Note: Applicants are required to collaborate with at least one (1) agency/organization from a different sector. All partners/organizations/Indigenous communities must provide a letter of commitment that confirms the nature of the collaboration and what role they will have in the development and/or delivery of your project.

Partner/Organization/Community	Sector	Role	Value	Contact Info

- ✓ **Partner/Organization/Community:** Indicate the name of the agency/organization(s) and/or Indigenous community that will be involved with the delivery of the project.
- ✓ **Sector:** Based on the following list of six (6) sectors, identify the sector(s) to which the partner/organization/Indigenous community has expertise in: justice, housing, education, health/mental health, community and social services, and children and youth services.
- ✓ **Role:** Outline each partner/organization/community’s role in carrying out the project, including what activities they will implement (e.g., providing referrals, assisting in organizing community events).

- ✓ **Value:** Explain the value that each partner/organization/community brings to the project (e.g., expertise/resources/skills/etc.) and how they will each enhance the ability to carry out the project (e.g., why they are best positioned to fulfill their specified role).
- ✓ **Contact Information:** Provide the primary contact information for each partner/organization/community.

OUTCOMES AND PERFORMANCE INDICATORS (4 points)

- Complete the chart outlined in the application. Please refer to the Outcomes and Performance Measures section of these Guidelines for more details.

BUDGET (3 points)

4) Using the budget sheet provided, clearly itemize all expenditures associated with the project (this may include budget items to support project partners, if applicable). Eligible costs are budget items directly related to the project. All costs funded by the ministry should be reasonable and necessary for the project's successful completion and implementation.

- ✓ Clearly describe the need/use for the items that require ministry funding in **detail**.
- ✓ Budget items without an associated explanation may not be funded.
- ✓ Only 10 per cent of the funding requested from the ministry may be used to pay external consultants (see Eligible Budget Items below).
- ✓ Should you require funding for personnel, a description of the duties and responsibilities for the position is required.

Eligible Budget Items:

**When developing the project budget, financial support for project partners, community agencies and Indigenous communities should be integrated into the budget and clearly outlined where appropriate.*

- Project staff and contractual work, including overtime (capped at **40 per cent** of overall ministry requested amount): funding for project staff, overtime and contractual work for the project and for the duration of the contract term only.
 - **Note:** The above does not apply towards consultants which is capped at **10 per cent** of overall ministry requested amount.
- Education/training: training of law enforcement, support personnel, and community members. Examples may include costs associated with providing a trainer, meals, transportation and other travel costs, etc.
 - **Note:** This includes providing compensation for participants for their involvement with the delivery of training (e.g., providing an honorarium for facilitators and guest speakers with lived experiences).
- Equipment and other operating project costs: equipment costs may include laptop/printer/desktop, rental costs, etc.

- Administration and other: administration/other costs may include cell/monthly costs, internet, office expenses, supplies, etc.

What is NOT Eligible (i.e., the grant will not cover expenses related to the items outlined below):

- Police officer's salaries and benefits.
- Funding that requests offsetting current policing operating budgets, for example officer equipment and supplies that are not related to the project.
- Out of province travel. **However, the ministry may consider covering the cost of the course/training itself (i.e., registration) but not the costs associated with the travel (i.e., transportation and food).**
- Facial recognition technology.
- Body-worn cameras.

CONTRACTUAL AGREEMENT

As a requirement of providing funding, the ministry will enter into a Transfer Payment Agreement (TPA) with the respective police service board or municipality. Once the TPA is signed, the funds will be disbursed based on the reporting/payment schedule outlined in the TPA. The project funds must be used for the purposes described in the application and according to the terms of the TPA.

Standard government procedures regarding grants (as outlined in the Treasury Board Transfer Payment Accountability Directive) will be followed. The TPA will outline:

- Purpose for which the grant will be used;
- Commitments to be undertaken or specific activities to support the proposal;
- Interim and final reporting requirements and dates;
- Performance measures and evaluation component; and
- Funding disbursement schedule.

APPLICATION SUBMISSION

All applications must be submitted through TPON as well as to the ministry contacts by email at Ramanan.Thanabalasingam@Ontario.ca and Silvana.Burke@Ontario.ca **by 4:00 p.m. Eastern Standard Time on November 7, 2024.** Submissions that are late will not be considered for funding.

Ministry staff will acknowledge the receipt of your submission, either through an email response or an automatic reply message within five business days. **Please follow up if you do not receive the confirmation.**

For OPP-policed municipalities:

- **OPP-policed municipalities submitting applications per OPP detachment must do so through the municipality's account on TPON.**
- **For all OPP-policed municipalities, applications must be reviewed by the OPP's Grant Support Team via OPP.Grant.Support.Team@OPP.ca prior to submission in TPON.**

More details on the application process, including accessing the application and applying through TPON, are outlined in Appendix B.

MINISTRY CONTACT

If you have any questions regarding the VSG or these guidelines, please contact Ram Thanabalasingam at (647) 532-8128 or by email at Ramanan.Thanabalasingam@Ontario.ca or Silvana Burke at (647) 532-8246 or by email at Silvana.Burke@Ontario.ca.

APPENDIX A: Glossary of Terms

This section includes a list of words used in the VSG guidelines or words that may be helpful when planning your project. The purpose of the definitions in this section is to provide clarity in the context of the VSG guidelines only and is not meant to be all-encompassing or definitive definitions. Additional resources are provided as supplementary information.

Agency

Community organizations (e.g., service provider, non-profit, charitable organization, social services organization) that provide a particular service or program that include servicing victims and survivors of intimate partner violence or human trafficking.

Collaboration

Collaboration is a process where police services and agencies, communities, groups and individuals work together and share a common purpose. These relationships are mutually beneficial and involve co-development of an initiative, including design, delivery and implementation.

Collaborators generally need to gain something from the process. The intent is that through collaboration each entity will be stronger, more resilient and efficient, including:

- have a unified voice to influence policy and bring change
- have access to creative, financial, technical and human resources
- limit duplication
- share knowledge
- be able to accomplish more
- be mutually beneficial

Intimate Partner Violence

The use of physical or sexual force, actual or threatened, in an intimate relationship at any time in a relationship, including after the relationship has ended and regardless of whether the partners live together or whether they are sexual intimate with one another. These acts of violence are often committed in a context where there is a pattern of assaultive and controlling behaviour. This violence may include physical assault, and emotional, psychological and sexual abuse. It can include threats to harm children, other family members, pets and property. The violence is used to intimidate, humiliate or frighten victims, or to make them powerless. Intimate partner abuse may include a single act of abuse. It may also include a number of acts which may appear minor or trivial when viewed in isolation, but collectively form a pattern that amounts to abuse.

Intimate relationships include those in heterosexual or 2SLGBTQQIA relationships (Two-Spirit, Lesbian, Gay, Bisexual, Transgender, Queer, Questioning, Intersex and Asexual persons). These relationships vary in duration and legal formality, and include current and former dating, common-law and married couples. See definition of 2SLGBTQQIA.

Additional resource: <https://www150.statcan.gc.ca/n1/en/pub/85-002-x/2021001/article/00003-eng.pdf?st=vBRdsmNa>

Domestic Violence

Domestic violence is a pattern of behaviour used by one person to gain power and control over another person with whom they have or previously had an intimate relationship and can include:

- physical violence with the use of hands, objects, or weapons
- sexual violence, including threats, intimidation, physical force, or using a position of power for sexual purposes
- emotional abuse, verbal abuse, or psychological intimidation, including threatening to kill a partner, a child, a pet, or livestock
- spiritual abuse, including using to religion to threaten or intimidate, forcing someone to comply with religious beliefs against their will, or preventing someone from practicing their beliefs
- financial abuse, including stealing, controlling finances, forcing a partner to work, or prohibiting a partner from working
- harassment and stalking, including monitoring a partner's activities online, using electronic devices to watch or control them, following them, or consistently invading their privacy
- cyber-violence, including image and video sharing without consent, taking pictures or video without a person's consent, online bullying, harassment, unwanted sexting, and hate speech

Human Trafficking

Human trafficking, also referred to as trafficking in persons, can include recruiting, harbouring, or controlling a person's movements using force, physical or psychological coercion, or deception. Human trafficking takes various forms, and is often for the purposes of forced, labour or sexual services.

Human Trafficking is conduct described in sections 279.01, 279.011, 279.02 and 279.03 of the *Criminal Code* (Canada), without regard to the interpretive rules set out in section 279.04 of that Act, and not requiring a charge or conviction under any of those sections.

Child Exploitation

Child exploitation refers to any situation in which a child is being used, manipulated, or taken advantage of for the benefit of another person or group. It can take many different forms, including sexual exploitation, forced labor or slavery, trafficking, and participation in armed conflict or other dangerous activities.

Gender-based Violence (GBV)

GBV is not limited to physical violence and can include any word, action, or attempt to degrade, control, humiliate, intimidate, coerce, deprive, threaten, or harm another person. GBV can take many forms including cyber, physical, sexual, societal, psychological, emotional, and economic. Neglect, discrimination, and harassment can also be forms of GBV.

Partner(ship)

For the purposes of the guidelines, "Partner" is not intended to refer to Intimate Partner Violence.

"Partners" are police services, communities and agencies that work regularly together, and have a mutually beneficial and strong working relationship. See definition of Collaboration.

Partnership involves a respectful and mutually beneficial relationship between police services, local organizations, agencies, Indigenous-led organizations and/or Indigenous communities. A partnership should be negotiated and agreed upon with respect to every new initiative and changes that occur in any context.

Sector

A distinct group of entities that provide similar services, programs, supports or have a similar mandate of serving a particular population. Six sectors identified for the purposes of the VSG, include: justice, housing, education, health/mental health, community and social services and children and youth services.

Situation Tables

A Situation Table consists of a regular meeting of frontline workers, from a variety of human services agencies and sectors, who work together to identify individuals, families, groups or locations that are at an acutely elevated risk of harm (as recognized across a broad range of

service providers) and customize multi-disciplinary interventions which mitigate those risks. It is a type of multi-sectoral risk intervention model that consists of human service providers and workers from different sectors working together to provide an immediate, coordinated and integrated response to address complex situations facing individuals and/or families.

In Ontario, Situation Tables are locally driven initiatives that adapt to the needs and assets of their own catchment area, as well as the policies, practices and preferences of its partnering agencies/organizations.

Survivor

An individual who has experienced, is experiencing, or at risk of experiencing intimate partner violence, human trafficking, or other forms of violence, and may have started a healing journey to recover and rebuild their lives. This term can refer to an individual who may wish to be referred to as a “person with lived experience” or “someone who has experienced violence”.

“Survivor” may be preferred to “victim” as it reflects the reality that many individuals who experience violence are able to live beyond the violence, they experienced rather than permanently being defined by traumatic events in the past. The term “survivor” refers to those who have experienced violence, recognizing that using the term survivors is not a demand on people to “hurry up and heal”. This assumes that the healing journey is a linear and one-way process rather than capturing the complexity of the healing process.

It is important to recognize that:

- exiting may not be a linear process and may instead take multiple attempts;
- survivorship and victimization are not mutually exclusive terms or experiences;
- individuals who have experienced abuse, violence, and/or exploitation may prefer one term over another to describe their experiences;
- not all victims and survivors enter or are engaged in the legal system.

Please note: The experience of abuse, violence, and/or exploitation does not define an individual's identity and for some, avoiding labels such as “victim” or “survivor” is important to their healing. One term may not work for everyone. See definition of Victim.

Trauma-informed

A trauma-informed framework or approach recognizes the widespread impact of trauma and understands potential paths for recovery. This can include: an awareness of the prevalence of violence and trauma; an understanding of trauma's impact on physical, emotional and mental health; an understanding that current programs, policies or service delivery systems can retraumatize individuals and seeks to reduce the risk of re-traumatization. It recognizes that experiences of violence can also be systemic and that for many marginalized populations, discrimination and systemic violence are everyday experiences. As such, it essential that a trauma-informed approach or framework address: racism, colonialism and homo/transphobia.

Trauma-informed policies and practices recognize the connections between violence, trauma, negative health outcomes and behaviours. These approaches increase safety, control and resilience for people who are seeking services in relation to experiences of violence and/or have a history of experiencing violence.

The goal of a trauma-informed approach is to support healing in a manner that is welcoming and appropriate to the needs of those affected by trauma.

Victim

An individual who has suffered or is suffering physical or emotional harm, property damage, or economic loss because of intimate partner violence, human trafficking, or other forms of violence.

A victim can be an individual who is still in a human trafficking or intimate partner violence situation, or an individual who has exited an intimate partner violence or human trafficking situation.

It is important to recognize that:

- exiting may not be a linear process and may instead take multiple attempts;
- survivorship and victimization are not mutually exclusive terms or experiences;
- individuals who have experienced abuse, violence, and/or exploitation may prefer one term over another to describe their experiences;
- not all victims and survivors enter or are engaged in the legal system.

The term “victim” is defined in certain legislation, such as the *Criminal Code*, the *Victims’ Bill of Rights (Ontario)* and *Canadian Victims Bill of Rights* and is used in relation to that legislation.

Please note: The experience of abuse, violence, and/or exploitation does not define their identity and for some, avoiding labels such as “victim” or “survivor” is important to their healing. One term may not work for everyone. See definition of Survivor.

Violence Against Women (VAW)

In addition to acts of physical violence, this term can also be used to refer to the intentional and systematic use of tactics to establish and maintain power and control over a woman’s thoughts, emotions beliefs and behaviours.

The United Nations (UN) defines violence against women as “any act of gender-based violence that results in, or is likely to result in, physical, sexual or psychological harm or suffering to women, including threats of such acts, coercion or arbitrary deprivations of liberty, whether occurring in public or private life.”

Examples of VAW agencies may include shelters, counselling and family services, sexual assault centres and service providers for survivors of domestic violence/human trafficking.

APPENDIX B: Registering your Organization in Transfer Payment Ontario

Transfer Payment Ontario is the Government of Ontario's online transfer payment management system. It provides one window access to information about available funding, how to submit for Transfer Payment (TP) funding and how to track the TP status of your submission.

Getting Started

- **NOTE:**
 - Effective April 17, 2023: TPON changed the way you access Transfer Payment Ontario. You will need to Create a My Ontario Account for the first time if you have not done so already.
 - For more information: See the [Creating a My Ontario Account guide](#) and [video](#).
- All organizations must be registered with Transfer Payment Ontario to submit the intake form to request funding for this TP program.
 - The form must be submitted online through Transfer Payment Ontario.
- **For both existing and new users to TPON:** please use the link below to gain access to the Government of Ontario's online transfer payment management system.
 - [**Transfer Payment Ontario**](#)

NOTE: Google Chrome web browser and Adobe Acrobat Reader DC are required to access funding opportunities and download required forms from TP Ontario. For more information and resources visit the [Get Help](#) section of our website.

Technical Support

Transfer Payment Ontario Client Care support for external users is available from Monday to Friday 8:30 a.m. to 5:00 p.m., except for government and statutory holidays, at:

- Toll-free: 1-855-216-3090
- TTY: 416-325-3408
- Toll-free TTY: 1-800-268-7095
- Email: TPONCC@ontario.ca

NOTE: ALL APPLICATIONS MUST BE SUBMITTED ONLINE AND A COPY OF THE APPLICATION MUST ALSO BE EMAILED TO THE MINISTRY CONTACTS LISTED IN THESE GUIDELINES.

Ministry staff will acknowledge the receipt of your submission, either through an email response or an automatic reply message within five business days. Please follow up if you do not receive the confirmation.