Application Instructions

CIF Education & Leisure Fund

The Consumer Initiative Fund (CIF) recognizes that recovery looks different for everyone and needs change over time. Individuals have the best insight into what supports their own wellness goals.

The Education & Leisure Fund provides up to $400 to help individuals participate in a course or activity of their choice that supports their wellness/recovery goals and may otherwise be financially out of reach.

Who is eligible to apply?

The following 3 criteria must all be met:

1. Adult (18+) with lived/living experience of mental health and/or substance use challenges
2. Resident of the City of Vancouver
3. Applicants must not have received this bursary within the last 3 years

What can the funding be used for? Here are some examples:

Educational Courses

College/University Courses (continuing education, prerequisites, languages)
Workshops (First Aid certification, FoodSafe training, Mental Health First Aid training)
Other courses/classes (woodworking, metalwork, computer skills, landscaping)

Leisure Activities

Creative Classes (music, pottery, acting, sewing, jewelry making)
Gym Passes or Fitness Classes (aerobics, yoga, spin)
Community Centre Activities (swimming, tennis, pickle ball, ice skating)

What can the funding NOT be used for?

- Rental or purchase of supplies and equipment
  - Such as textbooks, instruments, clothing, sports gear, ice skates, etc
- Subscription-based programs that require recurring payments
- Services from U.S. based companies, even if offered online

When can classes start?

All courses/activities must start at least 6-7 weeks after the draw date to allow time for payments to be processed.

To see important dates relevant to a specific Application Deadline, visit our Events Calendar at SpotlightOnMentalHealth.com/EventsCalendar

If you are planning to take a college or university course

- Winter Draw is for courses starting in the Spring/Summer semester
- Summer Draw is for courses starting in the Fall/Winter semester

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How is the funding paid?

- Payments can take up to 6 weeks to process
- CIF corresponds with the school/organization offering the service and pays them directly
- Reimbursements are not issued to recipients - do not make any purchases out of pocket
- The bursary must be used within 6 months of the Draw Date, otherwise funding is forfeited

Application Process

1. Download Application Form – SpotlightOnMentalHealth.com/CIF/ELF

2. See Important Dates – Application Deadline at SpotlightOnMentalHealth.com/EventsCalendar

3. Complete each section of the Application Form:
   Applicant – personal information of the individual applying
   School/Organization – contact information for the organization offering the course/activity
   Course/Activity – details about what course/activity the individual is applying for
   Letter of Intent – brief description about why the individual has chosen the course/activity, and how costs over $400 will be covered (if applicable)

4. Submit Application Form by email only to Megan.Brummitt@vch.ca

Selection Process

- Summer Draw date: 1 week after the application deadline
- Winter Draw date: 1st week of January
- Recipients are selected by random draw
- Only complete and eligible applications are included in the random draw
- Recipients are notified by email or phone

Questions? Please reach out!

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Works Tuesday-Thursday

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