



2026 PGFL Two-Year Grants Program

Guidelines

Background

The Peter Gzowski Foundation for Literacy (PGFL) was created to honour Peter Gzowski's work and passion for literacy. One of Canada's most beloved broadcasters and host of CBC Radio's "Morningside," Peter spent the last 16 years of his life raising awareness about adult literacy in Canada. PGFL continues to support his vision by funding literacy programs.

Two-Year Grants Program

The Two-Year Grants Program provides **\$60,000 in two-year grants** to support adult and family literacy work.

There are **two types of funding**:

- **Stream 1: Project Funding**
- **Stream 2: Operational Funding**

All funded activities must support adult literacy or family literacy, where an adult parent or guardian is also a learner.

Amount of Funding

- In 2026, up to **5 grants** will be awarded.
- Each grant is **\$60,000** (\$30,000 per year).
- Applications must request **exactly \$60,000**.
- Grants will be based on availability of funds.

Who Can Apply

Eligible applicants include:

- Registered charities
- Not-for-profit organizations

Organizations must:

- Deliver adult or family literacy services at the **local level**, or
- Apply on behalf of groups that deliver local literacy programs

Note: National, provincial, or territorial organizations may apply, as long as the activity clearly benefits local literacy programs.

Types of Funding

Stream 1: Project Funding

Project Funding is for a **specific project with a clear start and end date**.

Examples include:

- Developing or updating curriculum
- Training tutors or instructors
- Creating a new approach within an existing program
- Expanding an existing program to reach new learners
- Evaluating an existing program
- Researching what works and why
- Sharing and promote effective literacy practices
- Building capacity e.g. strategic planning, fund development, volunteer coordination

Eligible expenses include:

- Personnel and staffing costs
- Project costs (Workshop and meeting costs, speaker honoraria, venue-related expenses, equipment, marketing and communications, catering, transportation)

- Purchased services (Services of consultants/contractors/subject matter experts specifically relating to the delivery of the project)
- Evaluation costs (Project evaluation, survey administration, focus groups, and evaluation reporting)
- Administration (maximum of 15% of total budget)

Stream 2: Operational Funding

Operational funding provides money for an organization's **day-to-day, ongoing expenses** and core activities, like salaries, rent, utilities, and program costs, rather than for specific projects (capital) or long-term investments, offering flexibility to cover essential administrative and operational needs to maintain stability and effectiveness.

Eligible expenses include:

- Staff salaries
- Rent
- Technology and IT
- Office supplies
- Administrative and support personnel

Note:

- All expenses must directly support the activities described in the application.
- The following are **not eligible**:
 - Lobbying (as defined by CRA)
 - Paying off debt
 - Capital purchases that are not related to the proposed activities

Selection Criteria

- The organization is a registered charity or not-for-profit in good standing
- The organization delivers literacy training or applies on behalf of those who do
- The activities are clearly explained
- The need for funding is clearly described
- The rationale for two-year funding is evident
- Expected results and outcomes are identified

- The local impact of the activities is explained
- The activity serves adult learners or family literacy learners
- The activity follows adult learning principles and is learner-centred
- The organization has the staff and resources to deliver the activity
- The budget is reasonable and realistic
- The organization's financial statements show it is financially stable
- The organization agrees to acknowledge PGFL funding in all materials and promotions

Payment and Reporting

- **50% of the funding** will be paid at the start of the grant.
- 30% of the funding will be paid after PGFL receives an interim report after Year 1.
- The remaining **10%** will be paid after PGFL receives a second interim report.
- A **final report** is required one year after the initial funds are received.

Selection Process

- Applications are first reviewed to confirm eligibility.
- Eligible applications are scored based on how well they meet the guidelines.
- Final funding decisions are made by the PGFL Board of Directors.

Important Dates

- **Applications open:** February 9, 2026
- **Application deadline:** March 20, 2026
- **Funding announcements:** June 5, 2026