
Seniors' Housing & Support Initiative

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2010 Age-friendly Community Planning & Project Grants

Program & Application Guide

1. Introduction

Seniors' Housing & Support Initiative

Launched in 2004, the *Seniors' Housing and Support Initiative* (SHSI) was created through a one-time \$2 million grant from the (now) Ministry of Community & Rural Development to assist local governments to prepare for an aging population. In 2007, the (now) Ministry of Healthy Living & Sport provided a \$0.5 million grant to further support the initiative and to incorporate a focus on Age-friendly projects.

In the initial phases of the program, the emphasis was on information sharing, including workshop sessions at all five Area Association meetings, the development of a seniors' website and grants for 'Seniors in Communities Dialogues.' Feedback and analysis of these initial grants led to the creation of pilot project funding, which was available to local governments in 2006, 2007 and 2008.

In the fall of 2008, the first round of Age-friendly Community Planning grants was available to local governments. This was followed by a second round of community planning grants in the spring of 2009.

UBCM is pleased to announce that grants of up to \$20,000.00 are now available to support community planning initiatives and/or community projects focussed on age-friendly communities and the ability of seniors to age in place.

Age-friendly Communities

An **Age-friendly community** is a community where policies, services and structures related to the physical and social environment are designed to support and enable older people to live in a secure environment, enjoy good health, and continue to participate fully in society (World Health Organization). An age-friendly community is a community for all ages.

Two guides, and related support documents, have been developed to assist local governments to plan for age-friendly communities:

- The World Health Organization has worked with cities around the globe, including Saanich, BC, to produce *Global Age-friendly Cities: A Guide*.
- The Canadian Ministers Responsible for Seniors, in partnership with nine provinces, the B.C. Ministry of Health and the Villages of Alert Bay and Lumby have developed *Age-friendly Rural and Remote Communities: A Guide*.

Both guides provide a set of checklists aimed at stimulating action within local governments to adapt structures and services and to be accessible to, and inclusive of older persons with varying needs and capacities.

2. Guiding Principles

The 2010 SHSI program is intended to assist local governments in British Columbia to best support aging populations, develop and implement policies and plans and/or develop projects that enable seniors to age in place and facilitate the creation of age-friendly communities.

Applications should demonstrate a commitment to the following guiding principles:

- **Community Driven** - Communities solutions are based on local priorities.
- **Catalyst for Action** - Community planning activities are catalysts that enable local governments and community partners to enhance and improve services for older adults.
- **Focus on Key Priorities** - Activities are focused on key priorities with focused outcomes.
- **Flexible** - Required actions differ in each community.
- **Coordinated** - Activities of different levels of government and community partners are coordinated to avoid duplication among programs and projects.
- **Sustainable Results** - Community planning activities contribute to improving the lives of older adults over time.

3. Eligible Applicants

Eligible applicants are local governments (municipalities and regional districts) in British Columbia. Applications that indicate working collaboratively with one or more partner (e.g. health authority, board of education, community-based organization, First Nation or Aboriginal organization or other local government) will be ranked higher.

4. Funding Priorities & Eligible Activities

Eligible activities are new community planning and/or community projects that are undertaken by a local government and that address the guiding principles and funding priorities of the program.

This includes comprehensive age-friendly community planning/projects or activities that focus on one (or more) of the eight age-friendly community components:

- Outdoor spaces and buildings
- Transportation (including traffic safety)
- Housing
- Respect and social inclusion
- Social participation
- Communications and information
- Civic participation and employment
- Community support and health services

Table 1 provides an overview of eligible activities and examples of each.

Table 1: Eligible Activities	
Eligible Activity	Example
Community planning	<ul style="list-style-type: none"> • <i>Review/revision of OCPs or community or neighbourhood plans.</i> • <i>Review and revision of zoning and other bylaws (subdivision, snow removal, parking, etc.).</i> • <i>Review and revision of development permit requirements.</i>
	<ul style="list-style-type: none"> • <i>Creation of a local Age-friendly plan.</i> • <i>Creation of specific plan and/or policies that address one or more of the 8 focus areas.</i> • <i>Development of age-friendly design guidelines.</i>
	<p><i>Adding an age-friendly or seniors lens to existing planning initiatives, such as:</i></p> <ul style="list-style-type: none"> • <i>Active transportation planning</i> • <i>Food security and food systems planning</i> • <i>Community planning processes related to social determinants of health (e.g. affordable housing, homelessness, etc.)</i> • <i>Development of community health plans</i> • <i>Engagement of seniors in planning activities</i>
Community projects	<p><i>Developing <u>new</u> community projects for seniors, such as:</i></p> <ul style="list-style-type: none"> • <i>Fitness/recreation</i> • <i>Community gardens and healthy eating</i> • <i>Health literacy and health promotion (e.g. workshops, guides, etc)</i> • <i>Referral and support to link seniors with health and recreation opportunities</i> • <i>Chronic disease prevention</i> • <i>Injury prevention and community safety (including traffic safety)</i> • <i>Intergenerational projects</i>

Please note the following activities are **not eligible**:

- Development of feasibility studies or business cases.
- Development of architectural, engineering or other design drawings.
- Fundraising.
- Capital expenditures that do not directly support planning or programming and that are in excess of 40% of the total proposed budget.

5. Application Process

The Application Form is required to be completed by all applicants. A Council or Board resolution, indicating support for the proposed activities and willingness to provide overall grant management, as well as a detailed budget, is required with the Application Form.

The Evaluation Committee will assess each Application for attention to the guiding principles, focus on one (or more) of the funding priorities and clarity of the items identified above. The

committee will also consider the location of each proposal in order to ensure a balanced representation of projects in both rural and urban portions of the province.

Applications are due by March 12, 2010 and applicants will be notified of the status of their application by April 9, 2010.

Please note the following important points when preparing your Application:

- The maximum grant is \$20,000 and matching funds and/or cost sharing are not required.
- Communities that were funded under Round 1 or Round 2 of the 2009 Age-friendly Community Planning program are not eligible to apply for additional community planning activities (but may apply for projects)
- Partnerships should be clearly indicated.
- Funds are for new activities or special projects that support age-friendly communities only and are not for on-going operations or regular planning activities.
- All funded activities are to take place within 12 months of approval.
- The detailed budget must indicate proposed expenditures and align with the proposed activities outlined in the Application Form.
- Council/Board resolutions should indicate support by the local government for the proposed project as well as a willingness to provide overall grant management.
- The Age-friendly Communities Implementation Team will be available to support projects. Approved applicants should contact the team.

6. Grant Management & Applicant Responsibilities

Notice of Approval

All applicants will receive written notice of the Evaluation Committee's decision as well as the terms or conditions of any grant that is awarded. Grants are awarded in two payments: 70% at the approval of the project and 30% when the project is complete and UBCM has received the required final report and a financial summary.

Applicant Responsibilities

Please note: Grants are awarded to local governments only. When collaborative projects are undertaken with community partners, the local government remains the primary organization responsible for the grant.

Due to this, and in addition to the terms and conditions that will be provided to all successful applicants, local governments are responsible for:

- Proper fiscal management, including acceptable accounting records.
- Thorough and well-planned project evaluation.
- Progress and final reports (using UBCM forms).

Changes to Funded Activities

Approved applicants are required to advise UBCM of any significant variation from the approved project as described in the completed Application Form. Approval from UBCM may be required in advance for such changes. Also, please note that all funded activities are required to be completed within 12 months of approval and all extensions beyond this date must be requested in writing and be approved by UBCM.

7. Where to Apply

All application materials should be addressed to Local Government Program Services.

Local Government Program Services
Union of BC Municipalities
525 Government Street
Victoria, BC, V8V 0A8

E-mail: lgps@ubcm.ca
Fax: (250) 356-5119

8. Additional Information

For further information, please contact:

Seniors Housing & Support Initiative:

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Age-friendly Communities Implementation Team:

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