

Building Connected Communities - Implementation Project

The purpose of this fund is to provide resources to a community-based organization to promote and implement an Asset-Based Community Development approach. This includes building the capacity of community-based organizations and implementing a Community Connector project.

To learn more about the Connected Communities Implementation Project, please review the call for funding proposals webpage. If you have questions about this form, please contact fundingproposals@calgary.ca for more information.

* Required

Eligibility Questions

Please be advised that all applicants are to meet the eligibility requirements outlined in the two eligibility questions below. If, upon reviewing your answers, you find that you do not meet the eligibility requirements, we kindly ask that you contact us at fundingproposals@calgary.ca for further discussion.

1. Are you a non-profit organization with an elected volunteer Board of Directors, operating within Calgary's city limits? *

Yes

No

2. Does your organization have experience in community building and/or capacity building service delivery? *

Yes

No

Organization Information

3. Organization name: *

4. Act Registered Under: *

Select one of:

- The Alberta Societies Act
- The Alberta Companies Act
- The Canada Not-for-Profit Corporations Act
- The Canada Business Corporations Act
- Private Act of the Legislature
- Other

5. Registration Number: *

6. Year of Registration: *

7. Website: *

8. Mailing Address: *

9. Primary Contact: *

10. Phone Number:

*

11. Email address: *

12. **Organization Background** — To help us get to know your organization better, identify whether your organization has the following in place. *

Certificate of Incorporation

Organization Bylaws

List of Board of Directors

Organization's most recent provincial or federal annual return

Board Governance Policy—This policy sets out the principles, rules, governing style, roles, responsibilities, and functions of the membership, board, board members, and board committees.

Operational Policies and Practices —Policies on nepotism, confidentiality, conflict of interest, human resources, financial, and volunteer management that adhere to standards for not-for-profit organizations.

13. Explain if your organization does not have all items listed above.

14. What is the overall goal or priority of your organization? *

This could be your mission, vision, purpose or some other guiding statement (750-800 max. word count).

15. Is your Board of Directors representative of the community it serves? *

16. Describe how your organization's past projects or initiatives demonstrate your expertise and experience in community building and/or capacity building.

*

(750-800 max. word count)

Project and Impact

17. What is the name of your project? *

18. What are the key resources needed to implement the project? *

Consider the inputs of this project such as number of staff, location, technology, materials, supplies, etc. (750-800 max. word count).

19. State the amount of funding you are requesting for your project. *

After stating the requested amount, please complete the Excel budget template included in the Connected Communities Implementation Project funding proposal webpage. Include all anticipated expenses broken down by category (e.g., personnel, equipment, supplies, travel, etc.), along with the corresponding cost for each item. Ensure that your budget aligns with the funding amount requested and provides a clear breakdown of how the funds will be utilized.

Please email the completed budget along with any other supporting documents to fundingproposals@calgary.ca as part of your funding application submission.

20. What are the specific activities that will be implemented in this project, and how will they be delivered? *

Consider program content on how the program will be delivered including information on frequency, duration, and program cycle (750-800 max. word count).

21. What does success look like for this project? *

Parallel to this initiative, another organization will conduct a developmental evaluation. Both organizations will be expected to work together to determine outcomes, measures, and data collection strategies for this project. Knowing this, identify the potential outputs and outcomes of this project and how will they be tracked and measured (750-800 max. word count).

Asset-Based Community Development (ABCD)

22. Outline your strategy for developing and executing a plan aimed at advancing an Asset-Based Community Development approach in Calgary. *

Detail how you intend to promote The City of Calgary's ABCD toolkit and conduct at least 20 capacity-building initiatives for the community, including both in-person and virtual workshops focused on ABCD related topics (750-800 max. word count).

23. How will you establish and maintain partnerships with community-based organizations to host a community connector? *

Detail your criteria and methodology for assessing readiness and selecting partners. Some factors to consider are community capacity, identified community connector(s), willingness to participate in the developmental evaluation and a commitment to advance asset-based community development in Calgary (750-800 max. word count).

24. Outline your approach to hiring, training, supervision and ensuring continuous support to empower community connectors. *

(750-800 max. word count)

Partnerships

25. Are you proposing a partnership with another organization for this funding application? *

Yes

No

26. If this is a partnership, provide the other organization name(s) and contact information below.

27. If this is a partnership, please describe the contribution and/or role of each partner.

Note any specific roles people or organizations might hold in the collective work, or their respective organization (750-800 max. word count).

28. Are the partners named above in agreement with the funding application?

Yes

No

Not applicable

Additional Considerations

29. If your application is successful, will you obtain Commercial General Liability insurance of no less than 2 million dollars with The City of Calgary as an additional insured? *

Funding will only be awarded to successful applicants upon meeting this requirement in a timely manner. The costs associated with obtaining insurance are an eligible expense and should be included in your budget.

Yes

No

30. If your application is successful, will you provide a global audited financial statement for all operations of the organization, including an audited statement of revenue and expenses within three months after your organization's fiscal year-end? *

The reasonable costs associated with obtaining an audited financial statement are an eligible expense and should be included in your budget.

Yes

No

31. In the spirit of continuous improvement, what feedback can you offer us regarding this application process? *

Please share any barriers that you faced in applying.

Supporting Documents

Email your supporting documents to fundingproposals@calgary.ca by the deadline. Please include the following documents:

- Organization's Certificate of Incorporation.
- Organizational bylaws.
- List of Board of Directors.
- Organization's provincial or federal annual return proof of filing.
- A detailed project budget plan.

Please note that failure to submit the required supporting documents will result in your application being deemed incomplete.

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