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Building Age-Friendly Communities
Accompanying Materials
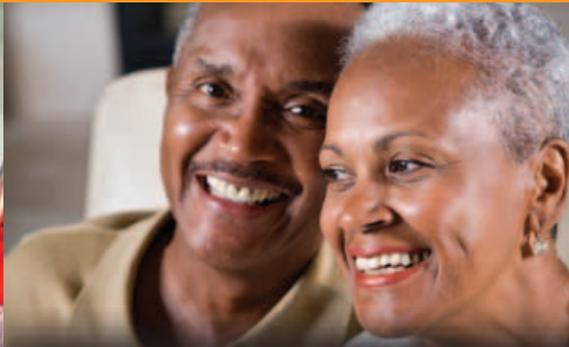
April 2012

Alberta Government

TABLE OF CONTENTS

The Government of Alberta has developed three resources to help communities undertake actions to become age-friendly:

1. A Guide for Local Action
2. Accompanying Materials
3. Creating an Age-Friendly Business

The resources draw on experiences, recommendations and material from other organizations involved in age-friendly initiatives, including the:

- World Health Organization;
- Canadian Federal/Provincial/Territorial Ministers Responsible for Seniors' Rural and Remote Communities project;
- Public Health Agency of Canada;
- British Columbia Ministry of Health, Seniors' Healthy Living Secretariat; and
- Manitoba Seniors & Healthy Aging Secretariat.

SAMPLE AGE-FRIENDLY COMMITTEE TERMS OF REFERENCE

The following Terms of Reference template can be used to support the establishment of an Age-Friendly Committee in your community. You may wish to adapt various provisions to reflect your community's unique circumstances, needs and preferences.

Committee on Improving Age-Friendliness

Purpose

To lead an initiative aimed at making *<Name>* a more age-friendly community, enabling all residents to participate as full and meaningful community members.

Membership

The membership of the committee is as follows:

- A member of the local municipal council.
- A representative from senior-serving organizations.
- A representative from disability-related organizations.
- A representative from the local business community or Chamber of Commerce.
- Individuals involved with one or more of the eight age-friendly theme areas (e.g. outdoor spaces and recreation; transportation; housing; respect and inclusion).
- Members of the public.

Term

Members of the committee shall serve for a three-year term.

Mandate

The committee is mandated to:

- Act as a forum and catalyst for community collaboration around the objective(s) of making the community more age-friendly.
- Undertake an assessment of the community's age-friendliness, including identification of:
  - ways in which the community is currently age-friendly;
  - issues and barriers to age-friendliness that are present in the community;
  - opportunities to improve the age-friendliness of the community; and
  - ways in which current age-friendly assets and initiatives can be expanded to enhance age-friendliness.
- Publish the results of the assessment.
- Based on the results of the assessment, develop a plan of coordinated actions and recommendations aimed at improving the age-friendliness of the community.
- Engage a diverse range of community residents and stakeholders to inform the development of the age-friendly assessment and action plan.
- Oversee and coordinate implementation of the action plan, and foster partnership among community members to facilitate implementation of the action plan.
- Promote the concept of age-friendliness across the community, including the private, non-profit and public sectors.
- Engage members of the business community as key partners in making workplaces and private sector services in the community more age-friendly.
- Work with other governments to identify and act on opportunities to improve age-friendliness in the community.
- Monitor implementation of the action plan and regularly report to the public on progress.
- Make recommendations to the municipal government in regards to age-friendly opportunities and initiatives.

Working Groups

The committee has the authority to establish working groups as it deems necessary to fulfill designated functions consistent with the committee's mandate.

Meetings

Meetings shall be held at the call of the Chair. At least four meetings shall be held each calendar year.

Accountability

The committee shall report through the Chair to the municipal council.

SAMPLE AGE-FRIENDLY RESOLUTION

WHEREAS Alberta's population is aging and the Province of Alberta has committed to work with individuals and families, municipalities, the private and nonprofit sectors, and communities to meet the changing needs of an aging population;

WHEREAS the aging of the population will have significant implications for society and the sustainability of Alberta communities;

WHEREAS our community believes that all community residents, including older persons and persons with disabilities, deserve to fully and meaningfully participate in and contribute to the social and economic fabric of our community;

WHEREAS there are numerous social and economic benefits to building a community that is inclusive and meets the changing needs of residents as they age;

IT IS RESOLVED THAT:
The community of *<Name>* actively participates, supports, promotes and works to assess and improve accessibility and inclusion of older persons, persons with disabilities, and for the community as a whole.

SAMPLE AGE-FRIENDLY CHECKLIST

This checklist incorporates information from the *Checklist of Essential Features of Age-friendly Cities* developed by the World Health Organization; and *Age-Friendly Rural and Remote Communities: A Guide,* developed by the Federal/Provincial/Territorial Ministers Responsible for Seniors.

The sample checklist provides a guide for your community as you undertake an age-friendly assessment. The checklist outlines the features and elements found in an age-friendly community and is organized around major aspects of community life.

A downloadable version of the Age-Friendly Checklist is available at
www.health.alberta.ca

OUTDOOR SPACES AND BUILDINGS

Sidewalks, Pathways and Trails

☐ Sidewalks, pathways and trails are accessible, well-maintained, well-lit and cleared of snow and ice.

☐ Sidewalks are continuous, with low curbs and can accommodate mobility devices such as walkers, wheelchairs, scooters, and strollers.

☐ Snow removal is prompt and considerate (e.g. consideration is given to how snow is piled for those who need to get in and out of cars, and for those who may be using walkers, wheelchairs, scooters or strollers).

☐ Parking lots are well-maintained and cleared of snow and ice.

☐ Streets are well-maintained.

☐ Rain shelters are available to support pedestrians and are accessible for people using mobility devices.

Public Restrooms and Rest Areas

☐ Public washrooms are accessible and can accommodate people with a variety of disabilities (e.g. accommodations include push buttons, wide doors, hand rails and locks that are easy to open).

☐ Public washrooms and rest areas are located at convenient locations with proper signage (e.g. large print, good colour contrast, Braille).

☐ Accessible benches are located along sidewalks, paths or trails, and are spaced at regular intervals.

Safety and Security

☐ Programs and policies are in place to support community safety and crime prevention.

☐ Neighbourhoods and trails are well lit.

Buildings

☐ Public buildings and businesses are accessible and have:

    ☐ ramps with a slope appropriate for people using walkers, wheelchairs, scooters, and strollers;

    ☐ few, or no, stairs to get into buildings and within buildings, or alternative ways to enter and access buildings;

    ☐ non-slip flooring;

    ☐ doors that are easy to open;

    ☐ accessible washrooms located on the main floor; and

    ☐ parking that is well-maintained and easy to access (including considerations such as use of tactile markers and good colour contrast).

Amenities (places such as grocery stores, churches, government buildings and community centres)

☐ Services are grouped together, located in close proximity to where people live.

☐ Services and stores can be easily accessed (e.g. they are located on the ground floor of buildings, include wheelchair ramps, etc.).

TRANSPORTATION

Roads

☐ Roads are well-maintained, well-lit and are supported by clearly visible signage.

☐ Traffic flow is well-regulated.

☐ Traffic lines on pavement are clear and visible.

☐ Roadways are free of obstructions that block drivers' vision.

☐ Traffic signs and intersections are visible and well-placed.

☐ Pedestrian crossing controls allow adequate time for people with limited mobility to cross.

Parking

☐ Parking lots and street parking are located close to amenities.

☐ Parking regulations are enforced (e.g. preventing people from parking in emergency zones and parking spaces for persons with disabilities).

☐ There are sufficient numbers of parking spots for persons with disabilities.

☐ Parking and drop-off areas are safe and sufficiently marked.

Snow Removal

☐ Snow removal of public sidewalks, roads and parking areas is prompt.

Transportation Services

☐ Accessible, affordable and convenient public transportation options are available.

☐ Public transportation services are clear, with well-marked routes and vehicles.

☐ Public transportation services are reliable and frequent, and meet the needs of citizens.

☐ Vehicles used for public transit are clean, well-maintained, accessible, not overcrowded and have priority seating that is respected.

☐ Where public transportation is limited, volunteer and/or private transportation services are available.

☐ Affordable and accessible community transportation services (e.g. shuttle vans) are available to take citizens to medical appointments, shopping excursions and community events.

☐ Affordable and accessible community transportation services are available to take citizens to appointments and events in larger centers.

☐ Taxis or similar options are available, accessible and affordable to citizens who need them.

☐ Accessible transportation for persons with a variety of disabilities, including mobility challenges, is available across the range of transportation services.

Information

☐ Information is provided to seniors and persons with disabilities in alternate formats (including large print) about the range of transportation services (public and private) available to them, including information on how and where to access them, schedules and fees.

☐ The use of public and alternative transportation is promoted in the community.

HOUSING

Housing Options

☐ A range of appropriate and affordable housing options (including for sale and for rent) are available, such as apartments, independent living, smaller condominiums and family homes.

☐ Housing is located in close proximity to public, commercial and religious services.

☐ Housing options (including houses and apartments) are available that are responsive to local needs, including the needs of seniors, persons with disabilities and young families.

Aging in the Right Place

☐ Home supports (e.g. home maintenance and personal care) are available to enable older Albertans to live at home.

☐ Systems are in place and available to assist citizens who live alone (e.g. volunteer services, networks of neighbours or community members) who may have mobility or health challenges.

☐ Housing modifications are available and affordable, with financial assistance provided for those on fixed incomes.

☐ New housing is built to accommodate individuals and families at different life stages and/or to allow people to adapt their homes to meet changing needs.

☐ New housing is encouraged to consider principles of universal design. (For example, interior spaces have even surfaces and are wheelchair accessible to allow freedom of movement in all rooms and passageways.)

☐ Information on financial assistance programs for home modifications is readily available and easily accessible by those who need it.

SOCIAL PARTICIPATION

Events and Activities

☐ There are a range of events and activities for people of all ages, including physical and recreational activities, spectator sporting events, church and school related events, cultural events, etc.

☐ Activities available include outdoor and indoor activities.

☐ Community events and activities are intergenerational and designed to appeal to people of different ages, abilities and backgrounds.

☐ Community events and activities are held in locations that are served by affordable and accessible transportation.

☐ A range of enrichment and learning opportunities are accessible and affordable and located in places that are served by public transportation (e.g. community centres, universities, colleges).

☐ Community activities are well-publicized to all community members through a variety of methods, including those appropriate for persons with disabilities.

☐ Community activities and events are held in locations that are accessible to all, including persons with disabilities.

Preventing Isolation

☐ People who do not, or cannot, leave their homes receive visits from community agencies, organizations or volunteers.

☐ There are ongoing outreach efforts to include people who are at risk of social isolation.

☐ A culture of inclusion and "neighbours helping neighbours" is promoted in the community.

RESPECT AND SOCIAL INCLUSION

☐ All citizens are treated respectfully.

☐ Programs are available to children and youth that focus on how to treat other members of the community with respect and empathy.

☐ Citizens of all ages and abilities have the opportunity to provide their input on community matters, and are encouraged to participate in community dialogues and conversations.

☐ People who provide services to the public (including health care, commerce, and public services) are courteous, helpful and attuned to the needs of citizens with varying degrees of physical and cognitive abilities.

☐ Community-wide settings, activities and events are accessible to all citizens.

CIVIC PARTICIPATION AND EMPLOYMENT OPPORTUNITIES

Civic Participation

☐ Citizens of varying ages, abilities and backgrounds are well represented on councils, boards and committees.

☐ A range of volunteer opportunities are available that meet the interests of community members, including seniors and persons with disabilities.

☐ Volunteering options allow for intergenerational interaction.

☐ Opportunities for volunteering are flexible to accommodate people with differing interests, needs and preferences.

Employment

☐ Hiring policies encourage diversity in age and ability as well as skills and experience.

☐ Workplaces offer flexible work scheduling options such as part-time or seasonal employment, job sharing, and/or compressed work weeks.

☐ Employee development opportunities, such as training in new technologies and career development, are available to all workers.

☐ Retirement programs and policies support the participation of all citizens, regardless of age, should they choose to remain in the labour force.

Accessibility

- ☐ Transportation is available and accessible to older adults who want to participate in volunteer, civic or paid employment.

- ☐ Workplaces are willing and able to adapt worksites to meet the needs of persons with disabilities and those with reduced mobility.

COMMUNICATION AND INFORMATION

Widespread Communication

- ☐ There is regular and reliable distribution of information about events and programs (including contact information) through local government and/or voluntary organizations.

- ☐ There are regular and reliable mechanisms to disseminate information about community events and programs (including contact information) and topics of interest.

- ☐ Information is disseminated/posted where residents conduct their daily activities — such as the post office, financial institutions, grocery stores, places of worship, local centres and town halls.

- ☐ Information is provided to citizens who are socially isolated from service providers through mechanisms such as volunteer callers and visitors, home support workers, hairdressers, or caretakers.

Accessible Communication

- ☐ Written communication is clearly printed in large letters and is easy to read.

- ☐ Information is available in alternate formats (e.g. electronic, captioning, Braille).

- ☐ Literacy programs are available, including computer literacy programs.

- ☐ Telephone answering services give clear and concise messaging to callers and provide an option to speak with a real person.

- ☐ Access to computers and the internet is available at a local centre open to the public (i.e. the library).

COMMUNITY SUPPORT AND HEALTH SERVICES

Home Health and Support Services

☐ An adequate range of health and community support services are offered for promoting, maintaining and restoring health.

☐ Affordable and available health and home support services (e.g. personal care, housekeeping, home maintenance) are in place and available in a timely manner.

☐ Affordable meal options are available in the community (e.g. meals on wheels, regular community dinners).

☐ Delivery services (e.g. of groceries, medicines, etc.) or escorted shopping services are available in the community.

Facilities

☐ Health and social services are conveniently located and accessible by all means of transport.

☐ Housing options (including supportive living and long-term care accommodations) are located close to key services.

☐ Health and community service facilities are fully accessible by citizens with all levels of mobility.

Community and Information

☐ Citizens are kept well-informed through a variety of media of the services they may be eligible for and how they are accessed.

☐ Information is provided to families who are, or will be, caring for others.

☐ Community emergency planning takes into account the vulnerabilities and capacities of all citizens.

SAMPLE CONSULTATION QUESTIONS

To inform your community's age-friendly assessment, you will need to gather information from citizens. Using some kind of consultation process will enable you to solicit views and perspectives from people in the community. There are numerous consultation mechanisms you can use, such as:

- surveys;
- focus groups;
- meetings with various stakeholders; and/or
- community chats or community cafés.

The kind of consultation process you choose will depend on the resources you have available and how extensive your Age-Friendly Committee wants the consultation to be.

Whichever consultation process you choose, you may find it helpful to provide participants with the Age-Friendly Checklist. This will help to inform participants on the features of an Age-Friendly Community and to guide discussions. A downloadable version of the Age-Friendly Checklist is available **www.health.alberta.ca**

Below are sample survey and focus group questions that you may find useful.

You may wish to adapt or expand these questions, depending on the consultation process you have chosen and the unique circumstances of your community.

Outdoor Spaces and Buildings

Sample survey questions requiring a "yes" or "no" response:

- There are sidewalks linking residences and essential services in most or all areas of my community.

- Sidewalks in most or all areas of my community are well-maintained and accessible to everybody (e.g. curb ramp or sloped area, good lighting).

- Snow clearing is done in a timely manner so walking and driving are safe.

- There are enough street crosswalks in busy business, residential and/or recreational areas.

- Crosswalks are accessible to everybody, including individuals with visual or mobility impairments (e.g. crosswalk has audio signal, crossing control provides adequate time for persons with limited mobility to cross the street).

- There are enough public washrooms in key areas of my community (e.g. business and recreation areas).

- Public washrooms accommodate people with wheelchairs and strollers in my community.

- Most or all businesses and public buildings are easily accessible to everybody (e.g. they have wheelchair ramps, automatic doors).

- Public facilities, including recreational facilities, transportation systems, parks, trails and other outdoor spaces are accessible.

Sample open-ended survey question:

Considering the questions above, can you think of an outdoor space, building or public facility that is not accessible or needs to be improved? If yes, please identify the space and how it could be improved.

Possible focus group discussion questions:

- When you leave your home to go places, what is that experience like for you?

- How accessible do you find buildings and outdoor spaces to be? Think about parks, sidewalks, streets and stores.

Transltdd...

Transportation

Sample survey questions requiring a "yes" or "no" response:

- The road signs in my community are easy to read and large enough for older drivers.

- Roads are in good repair and are well-maintained.

- Roadways are clear of obstructions that block a driver's vision.

- Driver education and refresher courses are promoted for all drivers.

- Roads and parking areas are promptly cleared of snow and ice.

- Affordable and accessible transportation options are available for those who do not drive, to facilitate access to necessary services (food, medical care, etc.) and opportunities for well-being associated with recreation and social activities.

- Public transportation is easy to navigate, with accessible routes, and can accommodate people with hearing, visual or mobility impairments or strollers.

- Persons with disabilities are able to access reliable and affordable transportation.

- Affordable transportation services are available where public transportation is too limited.

- Information about transportation services (public and private) is available.

Sample open-ended survey question:

Considering the questions above, can you identify a priority transportation issue your community can address to enhance or improve its age-friendliness?

Possible focus group discussion questions:

- How would you describe the availability of transportation in our community?

- What have your experiences been like when you try to get around and from place to place?

- In what ways would you like to see improvements?

Housing

Sample survey questions requiring a "yes" or "no" response:

- Appropriate and affordable housing is available in areas that are safe and close to community services and amenities which help people stay connected with the community.

- Affordable housing options are available for people with a wide range of economic circumstances.

- Appropriate and affordable home maintenance and support services are available.

- Appropriate housing options are available that support the changing needs of people as they grow older.

- Information about how housing needs can change with age is available in the community.

Sample open-ended survey question:

Considering the questions above, can you identify a priority housing issue in your community?

Possible focus group discussion questions:

- Tell me about the housing you live in. Does it meet your needs at this stage of your life? Why or why not?

- How do you think your housing needs will change in the future?

- What kind of housing options exist in your community? Are there a variety of housing options available that will suit varying needs?

Social Participation

Sample survey questions requiring a "yes" or "no" response:

- There are opportunities for people of all ages to be socially active in my community.

- There are a wide variety of activities offered to appeal to a diverse population of people, including older people and people with disabilities.

- Events and activities are affordable and located in community venues that are comfortable and safe for older people and persons with disabilities.

- Good information about activities and events is provided, including details about accessibility of facilities and transportation options for those who don't drive.

- There is consistent outreach to include people at risk of social isolation.

Sample open-ended survey question:

Considering the questions above, can you identify one way your community could make it easier for people to participate in the community?

Possible focus group discussion questions:

- How easy is it for you to participate in social activities in the community? Consider educational, recreational, cultural and volunteer opportunities.

- Are there enough social activities that appeal to citizens of different backgrounds?

- How could things be improved to better meet your needs and interests?

Respect and Social Inclusion

Sample survey questions requiring a "yes" or "no" response:

- There are opportunities for people of all ages to be socially active in the community.

- Older people and persons with disabilities are included in activities for all community members.

- Older people and persons with disabilities are recognized in their community for their past and present contributions.

- Schools provide opportunities to learn about aging and older people, and involve older people in school activities.

- There are opportunities to socialize and maintain good networks of friends, family and neighbours.

Sample open-ended survey question:

Considering the questions above, can you identify a way to improve respect and social inclusion in your community?

Possible focus group discussion questions:

- Do you feel that our community is respectful of people with different backgrounds and needs?

- Do you think our community does enough to include people of different ages, backgrounds and circumstances? How could it be better?

Civic Participation and Employment Opportunities

Sample survey questions requiring a "yes" or "no" response:

- There are opportunities for people of all ages to participate in suitable volunteer, civic and employment positions.

- Appropriate training and guidance are provided to citizens to support a wide range of volunteer and employment opportunities.

- The skills and attributes of older employees and persons with disabilities are well-promoted.

- Citizens have options that allow them to remain in the workforce if they choose to continue working, including a range of flexible and appropriately paid opportunities.

- Local employers are aware of the potential contribution of mature workers and persons with disabilities and are aware of the benefits of attracting, retaining and developing these individuals.

- Our community recognizes that healthy aging may involve working longer and a gradual transition from the workforce to retirement.

- Decision-making bodies in public, private and voluntary sectors encourage and facilitate membership for older people.

Sample open-ended survey question:

Considering the questions above, can you identify a way to improve civic participation and employment opportunities in your community?

Possible focus group discussion questions:

- Describe your experiences in community life, such as volunteering or engaging community organizations. Do you feel able to fully participate and access these?

- Do you think there are accessible employment opportunities for seniors and persons with disabilities?

Communication and Information

Sample survey questions requiring a "yes" or "no" response:

- Our community has a basic, effective communication system that reaches community residents of all ages.
- Information is readily available on community events, activities and opportunities.
- There is affordable and accessible public access to computers and the Internet.
- People at risk of social isolation receive needed information.

Sample open-ended survey question:

Considering the questions above, can you identify a way to improve communication and information sharing in your community?

Possible focus group discussion questions:

- Are you able to access information about what's happening in your community?
- Is information accessible, readable and understandable?
- How could governments, businesses and organizations communicate better with you and other community residents?

Community Support and Health Services

Sample survey questions requiring a "yes" or "no" response:

- There is an adequate range of health and community support services offered for promoting, maintaining and restoring health.
- Older adults are supported in staying physically active and safe.
- Affordable services to help seniors and persons with disabilities, such as snow removal or lawn care, are available in the community.
- Local health care services meet the needs of older citizens, or transportation is available to bring them to services.
- Community emergency planning takes into account the needs of older citizens and persons with disabilities.

Sample open-ended survey question:

Considering the questions above, can you identify some community support and health services that are needed in your community?

Possible focus group discussion questions:

- Do you think services in the community meet the needs of citizens with varying needs?
- What kinds of community services would you like to have better access to?

General Focus Group Questions

- How can we make our community a more age-friendly community?
- What are the gaps in availability, accessibility and awareness of services and supports in our community, specifically for older adults and persons with disabilities?
- What is needed to help citizens remain in the community and age actively?
- What are some priorities our community can address to become more age-friendly?

SAMPLE ACTION PLAN TEMPLATE

Area of Focus	Outcome	Strategy	Lead	Priority	Timeline
Outdoor Spaces and Buildings					
Improve lighting in public parks.	Outdoor spaces are safely and adequately lit	Install pathway lighting in Central Park.	Town Parks and Recreation Department	High	Summer 2012
Install better signage in town buildings.			Town Public Facilities Department	Medium	September 2012
Encourage major businesses in the community to install wheelchair ramps.			Chamber of Commerce	High	Ongoing
Implement policy to remove snow from around seniors' facilities within 3 hours of snowfall.			Town Infrastructure Department	High	Immediate
Transportation					
Conduct mature driver workshops.			Local RCMP Detachment	Medium	Ongoing
Work with local nonprofits to develop alternative transportation services.			FCSS	High	Proposal ready by June 2012
Housing					
Social Participation					
Respect and Social Inclusion					

SAMPLE AGE-FRIENDLY ALBERTA RECOGNITION APPLICATION FORM

Local Government Applicant Information

Local Government:	Mailing Address:
Contact person:	Position:
Phone:	Email:

Other Contact (if applicable)

Organization:	Mailing Address:
Contact person:	Position:
Phone:	Email:

The following steps have been taken towards becoming an AFA community:

1. **Our community has established an age-friendly advisory or steering committee, which includes the active participation of citizens of varying ages and abilities in the planning and process of age-friendly activities.** (An existing committee with a mandate that aligns with the age-friendly initiative can also serve in this role).

   a. Committee name (please specify type: advisory committee, steering committee, or other).

   b. How many people sit on the committee? How many are older adults? How many are individuals with disabilities?

   c. List the organizations represented on your committee (attach separate list if required).

   d. How has the committee engaged with seniors and persons with disabilities in the community? For example: community meetings or other events, requests for submission comments (attach separate list if required).

2. **Our community passed a local council or board resolution that actively supports, promotes and works towards becoming age-friendly.** (Please attach a copy of the resolution)

   a. Date completed:

3. **Our community conducted an age-friendly community assessment.** (Please attach a copy of assessment questions and a results report.)

   a. Date age-friendly community assessment completed:

   b. Please describe how citizens of varying ages and abilities, including seniors and persons with disabilities, were involved in these processes (e.g., focus groups, surveys, number of participants) or indicate where this is described in your report on results.

4. **Our community developed and publicized an action plan in consultation with citizens of varying ages and abilities. The plan includes goals, objectives, activities, timing, funding and other resources and target measures.** (Please attach a copy of the action plan.)

   a. Date action plan completed:

5. **Required attachments and/or website links.**

    Please submit the following with your application:

    Age-friendly Committee terms-of-reference
    ☐ Link (URL)   ☐ Attachment

    Age-friendly Council/Board resolution, official community plan or
    strategic plan
    ☐ Link (URL)   ☐ Attachment

    Age-friendly needs assessment
    ☐ Link (URL)   ☐ Attachment

    Age-friendly action plan
    ☐ Link (URL)   ☐ Attachment

6. **Additional comments:**

I, _____, confirm that the
contents of this application are accurate to the best of my knowledge.

I agree that Alberta Seniors may publish the documents I have provided on the
www.health.alberta.ca website, and may reference them in Age-friendly Alberta
and/or other government of Alberta program material.

_____   _____
         Signature of Mayor or CAO   Date

Additional material that you can provide will be helpful to us in promoting age-friendly accomplishments in your community. Please provide the following (if available):

Outcomes and progress reports on Age-friendly action plan:
☐ Link (URL)   ☐ Attachment

Evaluation reports:
☐ Link (URL)   ☐ Attachment

WHERE TO LOOK FOR RESOURCES

For More Information

Background information on the Age-Friendly movement, including age-friendly tools and resources, and best practices for communities embarking on age-friendly initiatives, is available at **www.health.alberta.ca**

Funding Opportunities

Municipal Grants

The Government of Alberta's **Municipal Grants Web Portal** provides local governments with a way to find information on all provincially and federally administered programs that provide grants to municipalities and Métis Settlements in Alberta.

The Web Portal includes a search feature to help identify the grant programs that may provide funding for a specific project, as well as key dates and deadlines and timely updates on changes to grant programs. The Web Portal also includes direct links to grant applications, guidelines and any reporting documents that may be required.

The Web Portal is available at:
www.municipalaffairs.alberta.ca/municipalgrants.cfm

There you can find information on the following grants:

Basic Municipal Transportation Grant (Transportation)

This program provides annual, allocation-based support to Alberta municipalities for their capital transportation infrastructure requirements.

Provincial capital grant funding is provided annually to municipalities for their eligible priority transportation infrastructure needs. Examples of eligible capital projects include construction and rehabilitation of local and regional roads and streets, rehabilitation and construction of municipal bridges, and municipally owned infrastructure for transit systems including LRT lines and stations, bus terminals and transit passenger vehicles.

For more information, please contact the Transportation Regional Director in your area:

Central Region: 403-340-5166   North-Central Region: 780-674-8221
Peace Region: 780-624-6280   Southern Region: 403-381-5426

Website: **www.transportation.alberta.ca/530.htm**

Green Transit Incentives Program (Green TRIP) (Transportation)

This application-based program for capital funding supports new public transit projects that aim to reduce greenhouse gas emissions through reduced traffic congestion by reducing the number of vehicles on the roads.

Eligible initiatives include the development of local, regional and intercity public transit projects.

For more information, please contact Transportation at 780-415-2148.

Website: **www.transportation.alberta.ca/530.htm**

Family and Community Support Services (FCSS) Program (Human Services)

This is a unique 80/20 funding partnership between the Government of Alberta and participating municipalities or Métis Settlements.

Funding supports communities in the design and delivery of preventive social programs that promote and enhance the well-being of individuals, families and communities and that build capacity to prevent or deal with crisis situations, should they arise.

Provincially, the FCSS Program receives its mandate from the *Family and Community Support Services Act* and Regulation. The Regulation sets out the service requirements that a municipality or Métis Settlement must meet to be eligible for funding. Eligible services include: community development, volunteer development, information and referral services, mentoring programs, parenting and family life education and development programs, youth development and leadership services, and home support services (non-medical).

For more information, please contact Human Services at 780-415-8150.

Website: **http://child.alberta.ca/home/1022.cfm**

Housing Capital Initiatives (Municipal Affairs)

This program provides one-time capital funding assistance through a competitive request for proposals process to eligible organizations to address housing affordability issues for lower-income individuals and families, including seniors, persons with special needs and those who are homeless or at risk of homelessness, such as those fleeing domestic violence.

Eligible projects include new construction, purchase and renovation of existing housing stock, conversion of non-residential property to residential use, development of secondary suites, or such other initiatives that address the housing needs of the community.

For more information, contact Housing and Urban Affairs at 780-422-0122.

Website: **www.housing.alberta.ca/533.cfm**

Municipal Sustainability Initiative — Capital Funding (Municipal Affairs)

This program supports qualifying projects that result in the purchase, construction, development, betterment, or rehabilitation of infrastructure that enhances long-term municipal sustainability.

Eligible projects include: municipal roads, bridges, public transit, water and wastewater systems, emergency services facilities and equipment, solid waste management facilities and equipment, regional and community airport facilities and equipment, and other municipal buildings and facilities such as recreational and sports facilities, libraries, public works buildings, and cultural/community centres.

For more information, contact Municipal Affairs at 780-427-2225.

Website: **www.municipalaffairs.alberta.ca/MSI.cfm**

Municipal Sustainability Initiative — Operating Funding (Municipal Affairs)

This program supports qualifying operating expenses relating to planning activities, capacity building, municipal services, and support to non-profit organizations.

Eligible projects include the development of community sustainability plans and support for shared service arrangements with other municipalities.

For more information, please contact Municipal Affairs at 780-427-2225.

Website: **www.municipalaffairs.alberta.ca/MSI.cfm**

Regional Collaboration Program (Municipal Affairs)

This program supports strategic activities that improve the viability and long-term sustainability of municipalities through regional collaboration and capacity building.

Eligible projects include the development of intermunicipal partnerships through shared administration and integrated growth management plans, transitional costs associated with the shared delivery of municipal services, and internship program costs.

For more information, contact Municipal Affairs at 780-427-2225.

Website: **www.municipalaffairs.alberta.ca/MC_regionalcollaborationprogram.cfm**

Non-Profit and Voluntary Sector Grants

The Government of Alberta has several Grant Programs that assist non-profit and charitable groups in their efforts. Grants include:

Community Facility Enhancement Program

The Community Facility Enhancement Program (CFEP) assists communities with construction, renovation or redevelopment of community public-use facilities to help enhance the quality of life and citizen well-being in communities across the province.

Community Initiatives Program

The Community Initiatives Program (CIP) provides funds to enhance and enrich community initiatives throughout Alberta within a number of categories including:

- Project-Based Grants that provide financial assistance for community organizations for such things as equipment purchases, facility construction or renovation projects, hosting/travel/special events, new programs or special funding requests (i.e. disaster support) within Alberta.

- Community Operating Grants that provide financial assistance to registered non-profit organizations in Alberta to enhance the organization's ability to operate and deliver services to the community.

Community Liaison Officers can provide assistance in completing your funding requests for any of the above-mentioned grants. Please contact:

Northern Alberta - 780-422-9578
Central/Southern Alberta - 780-422-9578
Calgary Area - 403-297- 3489
Edmonton Area - 780-422-9574
Toll-free at 1-800-642-3855

Additional information on these grant programs, including eligibility criteria, guidelines and application forms is available on the Culture and Community Services website at: **www.culture.alberta.ca/grantprograms**

Community Spirit Program

The Community Spirit Program (CSP) donation grant provides funds to registered non-profit and charitable organizations that demonstrate they have received a minimum of $1,000 in eligible cash donations from individual Albertans over a completed 12-month fiscal period. The maximum grant available is $25,000 per year up to a maximum of $50,000 over three years. The grant can be used to support an organization's operations, programs, and/or capital projects. The annual application deadline is December 31.

More information is available at **www.communityspiritprogram.ca** or contact the program office at 780-644-8604.

Other Agency Grants

In past years, the following agencies have periodically invited local organizations to apply for funding to support age-friendly or related initiatives.

Please note funding may not always be available and is subject to each funding agency's budget capacity and application deadlines. Check the links provided for current information, criteria that may be used should new funding be offered, or for project ideas.

Human Resources and Skills Development Canada — New Horizons for Seniors Program

The New Horizons for Seniors Program (NHSP) is a federal Grants and Contributions program that supports projects led or inspired by seniors who make a difference in their communities and in the lives of others. NHSP supports projects that address one or more of the following five program objectives:

- promoting volunteerism among seniors and other generations;
- engaging seniors in the community through the mentoring of others;
- expanding awareness of elder abuse, including financial abuse;
- supporting the social participation and inclusion of seniors; and
- providing capital assistance for new and existing community projects and/or programs for seniors.

Organizations are invited to apply for funding through calls for proposals.

Website: **www.hrsdc.gc.ca/eng/community_partnerships/seniors**

Canada Mortgage and Housing Corporation

The Canada Mortgage and Housing Corporation (CMHC) provides grants and sponsors partnerships to encourage research and initiatives that lead to solutions to the housing needs of Canadians. For information see the CMHC website.

Website: **www.cmhc-schl.gc.ca/en/inpr/graw**

Human Resources and Skills Development Canada —
Enabling Accessibility Fund

The Enabling Accessibility Fund supports community-based projects across Canada that improve accessibility, remove barriers and enable Canadians with disabilities to participate in and contribute to their communities. Organizations are invited to apply for funding through calls for proposals.

Website: **www.hrsdc.gc.ca/eng/disability_issues/eaf/cfp/index.shtml**

Contact Information

For additional copies contact:

Alberta Supports Contact Centre
Phone: 1-877-644-9992

This document is available on the Health website at:
www.health.alberta.ca