

2017–2018 Age-friendly Communities Grant Program: Program & Application Guide

Introduction

Nova Scotia has one of the oldest aging populations in Canada. By 2030, there will be close to 260,000 Nova Scotians aged 65 or older in a population of less than a million people. This demographic shift is an opportunity for communities to recognize the important role that older adults play in the social, cultural and economic life of their communities, and to take action to ensure their continued participation.

The Government of Nova Scotia recently released SHIFT: **Nova Scotia's Action Plan for An Aging Population**. www.novascotia.ca/shift

The plan has three broad goals:

- Value the social and economic contribution of older adults
- Promote active, healthy living
- Support older adults to age-in place, connected to community life

1. Grant Overview

The Age-friendly Communities Grant program, administered by the Nova Scotia Department of Seniors, supports community planning and collaborative, innovative projects that support the goals of promoting healthy, active living and enabling older Nova Scotians to age-in place, connected to community life.

The Department of Seniors is accepting grant applications under two categories:

1. **Age-friendly Community planning:** Support for consultation and community planning initiatives that result in robust action plans and facilitate the creation of Age-friendly Communities.
2. **Community Projects:** Collaborative, innovative projects to develop and implement programs, services, resources or events that support active, healthy living, help older adults to age-in place connected to community life and increase social interaction and community involvement among older adults (50+).

How much funding is available?

Maximum contribution from the Age-friendly Communities Grant Program is \$20,000 per initiative / project.

Requests for the *maximum amount* must involve a large-scale province-wide project or a regional Age-friendly Community consultation and development of an action plan.

Most smaller-scale community projects receive a maximum contribution of \$10,000

Who can apply?

Municipal governments, registered non-profit organizations; registered charities; registered associations; and universities. **Businesses and individuals are not able to apply.**

Applications will be accepted on an ongoing basis until February 1st, 2018

Applications will be reviewed in batches throughout the 2017-2018 fiscal year as follows:

- Applications received prior to November will be reviewed and approved in November 2017
- Dependent upon funds still being available, applications received between November and February 1st will be reviewed and approved in February 2018
- Applications may be approved for some, or all, of the funding being requested. Funding will be based on a project assessment and availability of funds.

2. Eligible Activities: What can I apply for?

1. Age-friendly Communities Planning

Support for consultation and community planning initiatives that result in robust action plans and facilitate the creation of an Age-friendly Community.

Your planning process might begin as a new initiative, or it might be combined with municipal planning that is already underway. You might start small, focusing on one or two key areas. Or you may choose a comprehensive approach that addresses all 8 key areas of an age-friendly community (*see Appendix #2: About Age-friendly Communities*).

NOTE: Initiatives must be in partnership with a municipality and include consultations and engagement of older adults, the broader community, and key stakeholders throughout the entire process.

2. Community Projects

Support for the development and implementation of collaborative, innovative projects for programs, services, resources or events that advance one or more of the following goals: support active, healthy living; help older adults to age-in place connected to community life and increase social interaction and community involvement among older adults (50+)

The following examples are for illustrative purposes only, and are not meant to define what is needed in your community:

Table 1: Eligible Activities	
Eligible Activity	Examples
Community Planning	<ul style="list-style-type: none"> • Creation of a regional Age-friendly plan • Creation of specific plan and/or policies that address one or more of the eight community key areas / domains (see <i>Appendix #2: About Age-friendly Communities</i>)
	<ul style="list-style-type: none"> • Development of age-friendly design guidelines
	<p>Adding an age-friendly or seniors lens to planning initiatives, such as:</p> <ul style="list-style-type: none"> • Community planning processes related to social determinants of health (e.g. affordable housing) • Engagement of older adults in planning activities
Community Projects	<p>Develop innovative community projects for older adults that increase community accessibility, transportation, housing, or services. For example:</p> <ul style="list-style-type: none"> • Develop a program that coordinates volunteers to help with odd jobs or transportation to help older adults remain in their homes • Develop a Home Share program
	<p>Improve communication and information, making information clear and readily available. For example:</p> <ul style="list-style-type: none"> • develop a local directory of services for older adults, • develop resources to more effectively attract, recruit and retain diverse cohorts of volunteers • develop and deliver a project that helps familiarize older adults with resources available to them
	<p>Develop home and community supports and programs or expand existing programs and services, such as:</p> <ul style="list-style-type: none"> • Develop a program that enhances coordination of community health services • Enhance the integration and coordination of a community based home support program with primary health care • Develop and implement community-based programs that address issues such as dementia, mental health, falls prevention • Projects that support organizations to build the capacity within their community to advocate and support older adults

Eligible Activity	Examples
Community Projects (continued)	<p>Expand and/or adapt programs and activities that increase access to activities that support vulnerable older adults to live active healthy lives, such as:</p> <ul style="list-style-type: none"> • Develop or expand a program to mobilize volunteers to help people within their homes with tasks that are becoming too difficult or unsafe. Help with driving to medical appointments and for other errands or to meals programs • Increasing access of vulnerable older adults to activity programs
	<p>Learning / sharing events, workshops or conferences that provide opportunities for exchange of knowledge and promote awareness about successful programs and practices. For example:</p> <ul style="list-style-type: none"> • Workshop or conference related to innovative housing models, like Home Share programs or new community transportation models
	<p>Develop a mentorship program, such as:</p> <ul style="list-style-type: none"> • train senior volunteers to become supportive mentors to assist their peers - programs could deal with any type of issue (e.g. grief, elder abuse, financial literacy)
	<p>Develop an intergenerational program that creates opportunities for learning and relationship building between generations. For example:</p> <ul style="list-style-type: none"> • bring different generations together to share knowledge and experience with each other • add a school program that allows children to interact with seniors

3. Budget & Contribution Guidelines

The 2017-2018 Age-friendly Communities grant program is **not** a capital funding program. Funds are for new activities that support age-friendly communities and are not for on-going operations or regular planning activities.

- Budgets must indicate proposed expenditures and align with the proposed activities outlined in the application.
- Project costs will be assessed based on the scale and scope of the project as well as estimates of expenses provided. Some items requested may not be funded.

- Matching funds and cost sharing are not required. However, any other grant funding or in-kind contributions should be identified.
- **In-kind contributions are encouraged and help demonstrate collaboration and partnerships with other groups.**

Eligible project costs include:

- salaries /wages and honoraria
- professional fees
- materials
- meeting convening expenses: travel; facility rental; food

Ineligible project costs include:

- on-going operations
- regular planning activities
- infrastructure: construction/ renovation costs
- purchase of capital assets (property that has a useful life beyond one year – includes equipment, technology, etc.)

4. Grant Management & Applicant Responsibilities

Notice of Decision

Applications received prior to November will be reviewed and approved in November 2017. Dependent upon funds still being available, applications received between November and February 1st will be reviewed and approved in February 2018.

- Eligibility does not guarantee funds being awarded. Applications may be approved for some, or all, of the funding being requested. Funding will be based on a project assessment and availability of funds.
- All applicants will receive written notice from the Department of Seniors
- If approved, the amount of funding being provided will be confirmed in the letter from the Department along with the Terms and Conditions of the funding agreement.

Final Report

The recipient will have up to one year from the time they receive funding to complete their planning initiative / community project and **submit a final report with coinciding receipts (using template provided by the Department of Seniors)**. Failure to submit final reports will impact future funding applications.

- Proper fiscal management, including acceptable accounting records (receipts must be kept and copies must be provided).
- Sharing of all findings and reports with the Department of Seniors.

Recognition

Funding recipient must provide recognition of the Department of Seniors support on all announcements, advertising, reports and products. Instructions will be outlined in the approval / terms and conditions letter from the Department of Seniors.

Changes to Funded Activities & Extensions

Should the project need to be modified, written permission to reallocate funding is required from Department of Senior's staff prior to doing so.

5. Where to Apply

Please send completed application with supporting documents via email to:

agefriendly@novascotia.ca

If submitting paper copies of application, please mail to:

Age-friendly Communities Program
Department of Seniors
Barrington Tower, 15th Floor,
1894 Barrington Street,
Halifax, NS B3J 2A8

Appendix 1: Assessment Criteria

The Evaluation Committee will assess and score all eligible applications based on the funding goals and on the extent to which it meets the criteria outlined below.

Criteria	Scoring
<p>Focus and Impact:</p> <p>Does this planning initiative or community project address an identified need in the community?</p> <p>Does it compliment one or more of the Age-friendly Communities Grant goals? (For more information see <i>SHIFT: Nova Scotia's Action Plan for An Aging Population</i> www.novascotia.ca/shift)</p> <p>Does it authentically involve the participation of older adults in all aspects of decision making and development?</p> <p>Does the project address:</p> <ul style="list-style-type: none"> • Varying levels of ability • Ethno-cultural diversity • First Nation and Francophone populations • Urban-rural disparities • Gender differences • Same-sex partnerships and marriages <p>What is the geographic area covered by the project and number of people involved?</p> <p>Has the application demonstrated the potential for a lasting impact on communities resulting from the project / initiative?</p>	<p>30 points</p>
<p>Evaluation and Measurability</p> <p>To what extent is there a clear plan to assess impact and success of the project?</p>	<p>15 points</p>
<p>Best Practice and Innovation</p> <p>To what extent is this project based on a best practice that will facilitate the creation of Age-friendly Communities?</p> <p>Does it test or advance an idea or concept that will benefit other regions of the province, or groups in the future?</p>	<p>10 points</p>

Criteria	Scoring
<p>Engagement and Partnership</p> <p>How have you engaged the community and/or target population in the development of this idea? How have you shown their support?</p> <ul style="list-style-type: none"> • To what extent has there been meaningful engagement and listening and responding to the needs and interests of all citizens including older adults? <p>To what extent will the project involve working cooperatively with groups, organizations, associations and local governments that have a stake in addressing the issue? (e.g. health authority, school districts, First Nations, older adults, senior-serving organizations and municipalities)</p> <ul style="list-style-type: none"> • Did you identify the partners and describe their role? • What are the identified partners contributing to the initiative / project? • Did you include letters of support from them? 	<p>20 points</p>
<p>Capacity and Sustainability</p> <p>How will the project/initiative be assessed, adjusted and sustained over time, including after funding from the Department of Seniors ends?</p>	<p>25 points</p>
<p>Budget</p> <p>To what extent is the use of resources efficient? Are the cost estimates reasonable?</p>	

Appendix 2: About Age-friendly Communities

Age-friendly Communities (AFC) enable everyone to participate, while being intentionally inclusive of older adults in all their diversity. Age-friendly planning focuses on the “attitudinal, social and physical barriers and challenges that hinder healthy aging and aging in place.”¹ It also helps to create communities that work for everyone at all stages of their life.

The Age-friendly Communities framework identifies *guiding principles* and eight *key areas*, or domains that make communities more accessible, inclusive, and supportive:

- Three domains (Transportation, Housing and Outdoor Spaces & Buildings) deal with aspects of the built environment.
- The remaining five (Social Participation, Respect and Social Inclusion, Civic Participation and Employment, Communication and Information and Community Support and Health Services) focus on the social dimensions of how older adults interact with their surroundings.²
- Resident input informs the development of Action Plans and continues to be an important part in shaping ongoing priorities and initiatives.

Guiding principles

- **Recognize** the strengths and resources that older adults bring to the community.
- **Anticipate** and respond flexibly to aging-related needs and preferences.
- **Respect** decisions and lifestyle choices.
- **Support** the safety and well-being of those who are most vulnerable.
- **Engage** older adults and encourage them to contribute in all areas of community life.

¹ **World Health Organization. Ageing and Life Course.** [Online] [September 14, 2015.] <http://www.who.int/ageing/projects/age-friendly-environments/en/>.

² World Health Organization, 2007 and Public Health Agency of Canada, 2007 cited in *Coastal climate change, vulnerability and age friendly communities: Linking planning for climate change to the age friendly communities agenda.* Krawchenko, T., Keefe, J., Manuel, P., & Rapaport, E. Presently in peer review August 2015

Key Areas	
Access	<ul style="list-style-type: none"> • Outdoor spaces and public buildings are safe and physically accessible. • Transportation is accessible and affordable. • Housing is affordable, appropriately located, well built, well designed, and secure.
Inclusion	<ul style="list-style-type: none"> • Community life includes recreational, social, cultural, and spiritual activities that welcome people of all ages and cultures. • Respect and inclusion are core values of civic life. Older adults are consulted and involved in the local government and public organizations. • Older adults can do paid and volunteer work suitable to their interests and abilities.
Support	<ul style="list-style-type: none"> • Communication is clear. Information is readily available and age friendly. • Community support and health services are tailored to the needs of older adults.

The *key areas* or domains are described in checklists, which are tools for a community's self-assessment and a map for charting progress. *Global Age-friendly Cities: A Guide* and the *Canadian Age-Friendly Rural and Remote Communities: A Guide*.

These checklists are intended to be used by individuals and groups interested in making their community more age-friendly. For the checklist to be effective, older people must be involved as full partners. In assessing a community's strengths and deficiencies, older people will describe how the checklist of features matches their own experience of the community's positive characteristics and barriers. They should play a role in suggesting changes and in implementing and monitoring improvements.

This Age-friendly Communities approach is internationally recognized, and has been taken up by governments and communities across the globe, including here in Nova Scotia and many places in Canada, as a way to help communities meet the needs of their growing older adult populations and retain the social, civic and economic contributions of older adults.

Age-friendly Community planning helps communities to assess their ability to meet the need for appropriate, safe and affordable housing, diverse housing choices, transportation options and supportive services. It helps inform how policies, services and structures related to the physical and social environment could be improved or adapted to ensure they enable people to stay involved and connected to their communities as they age. While these things are necessary to support older adults, they enhance the quality of life for citizens of all ages and abilities.

Nova Scotia's municipal governments, community organizations, and other stakeholders can play a key role by working, in partnership, with the province to promote and support the development of Age-friendly Communities.

For more information, see Department of Seniors website
https://novascotia.ca/seniors/age_friendly_program.asp