CANADA HEALTHY COMMUNITIES INITIATIVE

Round 2 Applicant Guide

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CANADA HEALTHY COMMUNITIES INITIATIVE

Applicant Guide: Healthy Communities Initiative

The Healthy Communities Initiative supports communities as they create and adapt public spaces, and programming and services for public spaces to respond to ongoing needs arising from COVID-19 over the next two years. This $31 million investment from the Government of Canada will fund small-scale infrastructure projects to create safer, more vibrant and inclusive communities. Community Foundations of Canada (CFC) and its network are working alongside the Canadian Urban Institute (CUI) and other partners to deliver the Healthy Communities Initiative locally.

The Healthy Communities Initiative encourages community-level innovation and improvements in the quality of life for residents. As local communities continue to adapt to COVID-19, local governments and community partners across the country in urban, rural and remote communities are discovering new ways to keep residents safe and healthy, support economic recovery and rebuild communities to be pandemic-resilient.

The term infrastructure is popularly understood as the provision of roads, buildings and power generation plants. While physical infrastructure is important, there's increased recognition of social infrastructure and digital infrastructure. These forms of infrastructure— physical, social and digital—contribute to community health outcomes. Moreover, various types of infrastructure projects often overlap and are co-led by a wide array of stakeholders such as: urban planners, public health professionals, grassroots neighbourhood groups, artists, cycling advocates and social service providers.[1]

The Healthy Communities Initiative generated significant interest across the country and communities have shown creativity and resourcefulness in proposing projects that enable people to connect and access public spaces safely. The first round of the Healthy Communities Initiative was launched on February 9, 2021 and closed on March 9, 2021. Successful projects from the first intake have been and will continue to be announced in the coming weeks. The first round of the Healthy Communities Initiative was highly competitive. As communities continue to see the impact of the pandemic, we received a significant volume of applications for the first round of the Healthy Communities Initiative with over 3,000 applications. The second intake will open on May 14, 2021, and close on June 25, 2021.

[1] Contribution by Jay Pitter, MES

About the Healthy Communities Initiative 5
- Who does the Healthy Communities Initiative benefit? 5
- Who are the Healthy Communities Initiative partners? 5

Eligibility 6
- Who can apply? 6
- If I am a community-led organization or group not listed as eligible, can I apply? 7
- Are co-operative's eligible? 7
- What type of projects are eligible for funding? 7
- Can you provide examples of eligible projects? 8
- What projects are ineligible for funding? 10
- What expenses are eligible for funding? 10
- Can project activities continue past the June 30, 2022, deadline? 11
- Are ongoing operational costs or core services eligible for funding? 12
- Is a research project eligible for funding? 12

Application Guidance 12
- What projects are in the public interest? 12
- What does publicly accessible mean? 13
- Can the project charge a fee or have tickets? 13
- Are religious grounds, including churches, eligible as public space? 13
- Are school grounds eligible as public space? 13
- What types of projects respond to needs arising from impacts of COVID-19? 14
- How do projects demonstrate community engagement? 14
- Do I need to have local permits, permissions, or approvals to apply for funding? 14
- How can projects demonstrate inclusive digital design and responsible data management? 15
- What are the funding amounts? 15
- What should I include in my budget? 16

Application Process 16
- When can I apply? 16
- Where should I apply? 17
- What is the evaluation process for applications requesting over $100,000? 17
- Can I apply multiple times for funding? 17
- Can you apply for multiple small projects under one application? 17
- Can a university submit multiple applications? 18

Is there more guidance on preparing my application? 18
How to apply 18
How will my application be evaluated? 18

CANADA HEALTHY COMMUNITIES INITIATIVE

About the Healthy Communities Initiative

Who does the Healthy Communities Initiative benefit?

The Healthy Communities Initiative benefits all Canadians in urban, rural and remote communities and especially those disproportionately impacted by COVID-19.

COVID-19 is a threat to everyone. However, the pandemic has had a disproportionate impact on certain communities, including historically marginalized communities who were already experiencing vulnerability and marginalization. Public spaces are invaluable to communities who do not have access to green space, space for physical activity and play, art and other activities within their own homes and private spaces. COVID-19 health measures have limited the use of public spaces and are impacting those who use public spaces most.

The impact of projects on communities disproportionately impacted by COVID-19 is part of how applications are reviewed. Applicants will be asked about their community engagement activities and their own organization's practices around equity. We strongly encourage applicants to review the optional Equity Guidance for guiding questions on engaging with your community and embedding equity in project design and implementation.

Who are the Healthy Communities Initiative partners?

Community Foundations of Canada (CFC) is administering the Healthy Communities Initiative. CFC has a network of community foundations from coast to coast to coast with experience of funding community-led projects. CFC is hosting the application process, acting as the resource hub for applicants and the CFC network is organizing regional review committees.

The Canadian Urban Institute (CUI) brings together policymakers, urban professionals, community activists and academics at the national level to ensure Canada builds vibrant, equitable, livable and resilient communities. CUI brings their expertise to the design of the Healthy Communities Initiative, including guidance to review committees across Canada.

The Healthy Communities Initiative has additional partners who are experts in building inclusive community spaces. These partners are helping to spread the word about the Healthy Communities Initiative and will be delivering workshops to support potential applicants. Partners include 880 Cities, Canadian Community Economic Development Network, ICLEI Canada, MaRS Discovery District, National Association of Friendship Centres, Network for the Advancement of Black Communities, Park People / Amis des parcs, Vivre en Ville and Jay Pitter Placemaking.

Eligibility

Who can apply?

The Healthy Communities Initiative supports communities as they create and adapt public spaces, and programming and services for public spaces to respond to ongoing needs arising from COVID-19.

Eligible organizations include:

- Municipalities and local or regional governments
- Municipally-owned corporations (e.g. water management, public transit, economic development, tourism agencies, etc.);
- Indigenous governing bodies including, but not limited to:
  a. A band council within the meaning of section 2 of the Indian Act;
  b. A First Nation, Inuit or Métis government or authority established under a Self-Government Agreement or a Comprehensive Land Claim Agreement;
  c. A First Nation, Inuit or Métis government that are established by or under legislation whether federal or provincial or territorial that incorporates a governance structure;
  d. Tribal councils, provincial/territorial bodies
- A provincial or territorial organization delivering municipal services (e.g., public utilities (electricity, water, telecoms, broadband, etc.), community health services, economic development bodies, local service districts, etc.)
- Federally or provincially incorporated not for profits, including:
  - local economic development groups including business improvement associations/areas;
  - relevant not-for-profit professional associations (e.g. urban planners, architects);
  - federally or provincially incorporated not for profits/local community, non-profit, voluntary organizations;
  - registered charities;

- Indigenous organizations and organizations whose central mandate is to improve Indigenous outcomes on or off-reserve;
- research institutes;
- not-for-profit residents associations;
- post-secondary educational institutions; and,
- Indigenous development corporations

Ineligible organizations are any not listed above, including but not limited to for-profit corporations, for-profit social enterprises, provincial and territorial governments, individuals, the Government of Canada (federal government), non-Canadian or internationally-based organizations; the Crown; and the United Nations.

If I am a community-led organization or group not listed as eligible, can I apply?

Community-led organizations or community groups not listed as eligible may indirectly apply to the Healthy Communities Initiative by entering into an intermediary relationship or by finding a collaborator on the project who is an eligible organization. Eligible organizations enter into an Intermediary Agreement with the community-led organization or group not listed as eligible who is leading the project. This agreement should be made between organizations with a mutual alignment of values and missions. If the application receives funding, the eligible organization enters into the funding agreement with CFC.

Are co-operatives eligible?

Co-operatives who are registered charities or a registered non-profit organization are eligible for the Healthy Communities Initiative. Co-operatives that are for profit are not eligible.

Are Conservation Authorities eligible?

If your conservation authority is a public space and provincially established as a not-for-profit you are eligible to apply.

What type of projects are eligible for funding?

Healthy Communities Initiative projects will:

- respond to identified needs arising from impacts of COVID-19;
- create and adapt public spaces, and programming and services for public spaces in the public interest;
- demonstrate consideration of and connections with the community;
- serve the general public or a community disproportionately impacted by COVID-19; and,

- fall within the three Healthy Communities Initiative theme areas.

The Healthy Communities Initiative Themes:

Safe and vibrant public spaces

Community projects that create and adapt public spaces, or programming and services for public spaces including parks, commercial main streets, and access to other amenities. Community projects that adapt public spaces to meet public health guidance.

Improved mobility options

Community projects that deliver a range of transportation and mobility options or adaptations that permit physical distancing through solutions that increase safe social connectivity, walkability, bike-ability and access to public transit. Community projects that improve pedestrian and cyclist safety through roadway, sidewalk or crosswalk improvements and adaptations.

Digital solutions

Community projects that provide digital solutions that use data and technology in innovative ways to connect people and support healthy communities. Community projects that use digital technologies and solutions to encourage citizen engagement, use open data, online platforms or physical digital devices for public benefit.

Can you provide examples of eligible projects?

Projects can include more than one of the three Healthy Communities Initiative themes.

Safe and vibrant spaces examples:

- Purchasing equipment and building materials to create a multi-purpose shared community space and family play spaces in a publicly-owned parking lot in neighbourhoods lacking greenspace;
- Purchasing equipment for a new playground to provide more outdoor options for children to play while maintaining social distance;
- A Business Improvement Association purchases equipment for a shared sidewalk patio on a town's main street for local cafes and restaurants to use;
- Revitalizing outdated hiking trails in rural areas for recreational use to increase the number of trails and avoid crowding;

- Creating mobile stalls for a night market festival in a public green space to allow businesses to operate safely outside;
- Planning and purchasing materials for green infrastructure projects (ie: urban greenery/forests, green roofs on public buildings for agriculture/growing food that community members can access, green parking lots);
- Developing an initiative to coordinate the regular collection of surplus crops from farmers to help local food banks respond to increased demands
- Designing and programming a community food garden to provide residents living on low-incomes with healthier food options.
- Commissioning artists to create art installations in a public space or public park to encourage community engagement safely during the pandemic;
- Developing an initiative for Indigenous-centred knowledge sharing about community-owned land and how it can be re-purposed for COVID-19 related projects;
- Transforming alleyways and laneways by introducing art, murals, plants, light fixtures, market stalls or regular cleaning practices to encourage;
- Implementing a participatory urban planning model where the local community, including marginalized local communities, contribute to an ongoing urban planning process around responding to COVID-19 through a consultation;
- Purchasing hunting equipment or a community meat freezer in northern communities for a shared community space for storing harvested game and combat food insecurity;
- Purchasing equipment and materials for a public space for socially-distanced safe essential gatherings in northern communities;
- Organizing an outdoor health education series for a community disproportionately impacted by COVID-19;
- Erecting seniors' activity tents across the city to transform space for socially distanced activities such as yoga classes and tea.

Improved mobility project examples:

- Opening streets for increased pedestrian zones and active transportation;
- A residents association purchases large planters to create pop-up bike lanes in a neighbourhood increasing active transportation options;
- Creating pop-up street projects in school-heavy and densely populated areas to prototype ways to reduce pedestrian fatalities caused by cars;
- Purchasing bicycles for a bike share program for residents in a community to improve connection;
- Build separate trails alongside rural roads to improve pedestrian safety and increase walkability;
- Purchasing equipment and materials necessary to create social distancing markings on sidewalks and crosswalks;

- Developing programs that promote active neighbourhoods and engage the community in urban planning, e.g., plans to create access to green spaces, increase walking and cycling, promote health through physical activity, decrease traffic exposure to vulnerable groups;
- Creating an art installation at an intersection to improve pedestrian safety and calm traffic;
- Creating winter facilities that increase comfort and accessibility for vulnerable users in remote and rural settings (winter cycling, protected or heated stations for pedestrians, etc.).

Digital solutions project examples:

- Creating a virtual farmers market that creates a platform where farmers can directly connect to consumers to provide local food;
- Creating a virtual program to provide healthcare services with protected privacy of users;
- Developing a virtual platform to hold town meetings to engage residents in their municipalities;
- Implementing WiFi hotspots or internet exchange points that assist people who are not able to get online (for example outside rural libraries, community halls, or other public buildings);
- Developing an app for people experiencing homelessness that uses data such as fingerprints to access services like banking;
- Create a digital platform that allows volunteers from across different rural and remote communities to coordinate grocery deliveries to the elderly;
- Creating an app that gives guidance to people on how to obtain knowledge on local food delivery and distribution in northern communities;
- Creating a local community centre lending library with iPads/tablets for seniors who would like to learn and/or practice using the internet;
- Establishing free WiFi and technology training for women experiencing increased domestic violence so they can access support while sheltering in place

What projects are ineligible for funding?

Examples of ineligible projects include but are not be limited to:

- Partisan, political or election-related activities
- Research projects where findings are not, or are not intended to be, tangibly applied as an outcome of the project. For example, carrying out a feasibility study without intending to carry out the project.
- Publication of books or reports

- Projects that solely sponsor other organizations' events or activities
- Research and development for a for-profit endeavour
- Projects that benefit only private interests or are implemented only on private property
- Projects that promote a for-profit entity or its products and service.
- Projects that provide stabilization funding, such as covering ongoing operational costs or core services of an organization. This includes projects that will assist organizations with their operational costs or core services that have been impacted by COVID-19.
- Projects that require the public to pay a fee or that require membership to access services being provided
- Projects that do not take place in public space for public benefit (as defined here)
- Projects that do not directly respond to COVID-19 (as described here)

What expenses are eligible for funding?

All budget items must be project-related and funding recipients must incur expenses between April 1, 2020, and June 30, 2022. Eligible expenditures will vary depending on the project. Applicants will need to include a budget of anticipated expenses with their application submission.

The list below are examples of possible expenditures:

- Wages and employment-related costs for existing or additional staff;
- Fees for professional services;
- Disability supports for staff of the Funding Recipient;
- Materials and supplies;
- Professional development and training;
- Travel and accommodation costs in Canada, including for event participants;
- Rent and utilities;
- Insurance;
- Lease, rental, or purchase and maintenance of equipment, including computer software;

Examples of ineligible expenses include but may not be limited to:

- Purchasing land and/or buildings, real estate fees and related costs;
- Purchasing a vehicle (including snow mobiles, golf carts or other motorised vehicles);
- International travel and any hospitality and travel expenses not in accordance with the the National Joint Council Travel Directive;
- Honoraria, salaries and benefits for members of a board of directors;

- Performance monitoring and reporting costs;
- Independent audit fees and evaluation costs;
- The value of using assets as part of a project (i.e. a fee to cover the cost of using a car)
- Honoraria, including child care recovery costs
- Other reasonable administrative costs associated with the project
- Safe transportation to project-related meetings and consultations
- Excepting where listed as eligible expenses, any overhead costs, including salaries and other employment benefits of any employees and any costs related to planning and managing other activities carried out by an organization unrelated to the funded project;
- Taxes for which an organization is eligible for a tax rebate;
- Legal fees related to litigation;
- Costs related to improvement of existing online platforms, such as website maintenance or improvements, or content development for existing websites or applications;
- Expenses incurred prior to April 1, 2020;
- Expenses incurred after June 30, 2022.

Can project activities continue past the June 30, 2022, deadline?

Project activities not directly funded by the Healthy Communities Initiative can continue past the June 30, 2022 deadline, as long as all funding received has been spent. Funding recipients cannot spend Healthy Communities Initiative funding past the June 30, 2022 deadline.

Can retroactive expenses be funded?

Funding incurred between April 1 2020 to June 30 2022 is eligible, meaning retroactive funding is eligible.

You will need to fill out the Detailed Budget template to identify funding sources used in your project.

You must ensure that no expense is paid for twice by the same funding source. Projects may receive funding from other sources, but those funds may not cover the same expenses. For example funding source A cannot cover the same expense as funding source B.

Are ongoing operational costs or core services eligible for funding?

Projects as part of the Healthy Communities Initiative must respond to community needs arising from impacts of COVID-19, and the project's response to COVID-19 will be taken into account during the evaluation of the application. Therefore, the Healthy Communities Initiative does not provide stabilization funding, such as covering the ongoing operational costs or core services of an organization. This includes projects that will assist organizations with their operational costs or core services that have been impacted by COVID-19.

Is a research project eligible for funding?

Research can be part of but not the entirety of a Healthy Communities Initiative project. All projects must have a tangible outcome. For example, a consultation on the best method of engaging a community in digital town halls must be followed by acting on that research to create processes to engage people in town halls as a part of the funded project. Research is an eligible expense if it is a project component with a tangible, funded outcome.

Application Guidance

What projects are in the public interest?

Projects funded by the Healthy Communities Initiative must be in the local communities' public interest by operating in public space and for public benefit. Projects in public space take place in any space owned or operated by a municipality, the provincial or federal government (e.g. sidewalk, streets, park, recreation centre) or non-commercial organization (e.g. non-profit or educational institutions), or Indigenous communities. Projects for the public benefit include projects serving specific communities that have been disproportionately affected by COVID-19. Projects that benefit only private interests or are implemented only on private property are ineligible.

Safe and Vibrant Spaces: A Business Improvement Area could apply to purchase and set up heat-lamps and tables/chairs in a socially distant way in a public courtyard. This project could invigorate the neighbourhood year-round, and private enterprises near the courtyard may experience increased business.

Improved Mobility: A municipality could apply for the purchase and development of a bike share network for community residents. The municipality could lend out the bikes to residents for

extended periods, but ultimately the bikes need to be returned to the lending program to be made available to others in the community.

Digital Solutions: An organization supporting people living with disabilities wants to launch an app for people with disabilities and their caregivers to chat, exchange articles and watch webinars from subject experts. The goal is to build a virtual community during COVID 19, to prevent isolation and support knowledge-sharing.

A project not accessible to the general public is ineligible. Including:

- Creating a green space on private property that is not accessible to the public;
- Projects that take place in indoor spaces that are not accessible to the general public (e.g. renovating staff space in an office to aid with social distancing).

What is public space?

Projects in public space take place in any space owned or operated by a municipality, the provincial or federal government (e.g. sidewalk, streets, park, recreation centre) or non-commercial organization (e.g. non-profit or educational institutions), or Indigenous communities. Projects for the public benefit include projects serving specific communities that have been disproportionately affected by COVID-19. Projects that benefit only private interests or are implemented only on private property are ineligible.

What does publicly accessible mean?

Projects must be accessible to the general public. For example, if a project provides active transportation options for seniors, it must be accessible to all seniors. Access to services provided cannot be limited based on membership or other lists. Projects that benefit only private interests or are implemented only on private property are ineligible.

Projects must be accessible to the general public OR accessible to a community disproportionately impacted by COVID-19. Access to services provided cannot be limited based on a membership model or any other lists. If a project is designed for a community disproportionately impacted by COVID-19, it must be available to all individuals in that community.

Can the project charge a fee or have tickets?

Healthy Communities Initiative events or programs would need to be free and accessible to all, but some elements adjacent to the project or part of the build out of the project may require

payment. The public cannot be required to pay for the service being provided by the project. For example, an eligible project could be expanding outdoor exercise classes in a park where the classes are free and accessible to all, but there may be a stall selling juice at the event.

Are religious grounds, including churches, eligible as public space?

Projects that benefit only private interests or are implemented only on private property are not eligible. If the religious grounds are private land, this would not be eligible. If the building or space is a private entity and public access is not guaranteed, this would not be considered eligible.

Are school grounds eligible as public space?

Yes, if the land is public, outside of school hours, publicly accessible, and the school is not private. Please note that projects that provide stabilization funding, such as covering ongoing operational costs or core services of an organization are ineligible. This includes projects that will assist organizations with their operational costs or core services that have been impacted by COVID-19. For example, a school applying for an upgraded play structure would not be eligible because it would be considered an ongoing operational cost for the school.

What types of projects respond to needs arising from impacts of COVID-19?

The COVID-19 pandemic has had a far-reaching and deep impact on communities across Canada including on how we access and use public spaces and digital services. The Healthy Communities Initiative funding is intended to respond to these needs directly arising from COVID-19 for the general public or a community disproportionately impacted by COVID-19.The Healthy Communities Initiative is not intended to provide stabilization funding -- this includes projects that will assist organizations with their operational costs or core services that have been impacted by COVID-19.

How do projects demonstrate community engagement?

Applicants can demonstrate community engagement by seeking feedback from communities disproportionately impacted by COVID-19, including historically marginalized communities, residents, businesses, organizations, and other stakeholders in the project development and planning. This could include digital town halls, community consultation meetings, surveys and other stakeholder discussions. We strongly encourage applicants to review the optional Equity Guidance for guiding questions on engaging with your community and embedding equity in project design and implementation.

Applicants can demonstrate their planned continued engagement with the community to receive feedback on the project and may also demonstrate the role of the community in delivering the project. Applicants can also elaborate on their equity approach and principles for the project and how it related to community outreach and feedback.

Applicants can also demonstrate community engagement by demonstrating their existing and ongoing relationship building with community residents and groups disproportionately impacted by COVID-19, including historically marginalized communities.

Do I need to have local permits, permissions, or approvals to apply for funding?

No, you do not need your permits and approvals to apply. However, you should be clear on what permits you will need. If your application is approved, you will need to submit permits or approvals before receiving the funding. Examples include an outdoor patio application and lease agreement, council approval, certificate of insurance, etc.

Please inquire with your local or regional authorities to determine which permits, permissions, or approvals you may require. Receiving funding approval is a separate process to that of receiving any local permits, permissions or approvals.

Examples:

- Safe and vibrant spaces: See Smiths Falls Patio Permits (click here)
- Improved mobility: See City of Peterborough Street Closure Application (click here)
- Digital solutions: See Community Food Centres of Canada Privacy Policy (click here)

For applicants in Quebec: Pursuant to the laws applicable in Québec, any municipality or public organization that is selected for funding is subject to an *Act respecting the Ministère du Conseil exécutif.* Applicants can apply without receiving authorization. Successful applicants must independently secure authorization before funding can be released.

How can projects demonstrate inclusive digital design and responsible data management?

All projects focusing on the theme of digital solutions and any project that handles public data should demonstrate best practices of digital design and responsible data management. Here are some examples of how digital solutions projects can promote inclusive digital design and responsible data management:

- Inclusive design: This includes end-user testing to make sure technology is easy to use and accessibility considerations such as screen-reader adjustments and keyboard navigation adjustments to make online portals and apps more accessible

  - Code for Canada's Gathering Residents to Improve Technology (GRIT) program
  - Web Content Accessibility Guidelines (WCAG)
- Data management: This includes outlining what information is being collected, for what purposes and how it will be used. This may include creating documents/policies such as Terms of Service (ToS) and Privacy Policies (PP).

Data Management Considerations

Collection	Who can collect and who can decide over future collection?
Ownership	Who owns the data and how will that ownership be maintained?
Access	Who can access and who can decide over future access?
Use	Who can use and who can decide over future use?
Openness	Being clear about what data will be attributed to individuals and how any data might be made available for sharing in open-data formats and/or as files to download such as an Excel sheet.
Protection	Aligns with municipal, provincial or federal requirements such as Personal Information Protection and Electronic Documents Act (PIPEDA).

What are the funding amounts?

The Healthy Communities Initiative supports communities through small-scale local infrastructure projects as they create and adapt public spaces, and programming and services for public spaces to respond to ongoing needs arising from COVID-19. For more details on small-scale local projects, please see examples of eligible projects. The minimum funding amount for projects is $5,000 and the maximum funding amount is $250,000 for each project. Do note that the Healthy Communities Initiative is a highly competitive program.

What should I include in my budget?

Applicants are required to submit a budget to identify eligible project expenses. Please ensure that your budget accounts for the full amount of the funding that you have requested.

- All budget items must be project-related and must be incurred during the funding period (April 1, 2020 - June 30, 2022).
- Only eligible expenses should be on the budget (see eligible expenses listed above)
- Distinct costs listed on the budget and funded by the Healthy Communities Initiative cannot receive funding from other sources (expenses can not be paid for twice by multiple sources of funding).

- Funds received through the Healthy Communities Initiative cannot be used to generate a profit or an income in excess of project expenses for the recipient organization.
- The downloadable budget template can be found within your application.

Application Process

When can I apply?

There are two application rounds of funding applications. Applicants who did not receive funding in the first round can reapply for funding in round two but will not be guaranteed funding.

Round two
The application portal will open May 14, 2021, at 9:00 AM AST. Applications must be submitted by June 25, 2021, at 5:00 PM PST. Applicants who did not receive funding in round one may re-apply to round two but will not be guaranteed funding. Review committees will start meeting on July 23rd, 2021 and all applicants will receive results by September 16th, 2021, at the latest.

Round one
The application portal was open for Round one between February 9, 2021 - March 9, 2021.
We received a significant volume of applications for the first round of the Healthy Communities Initiative.

Can I apply for funding for a new project in round 2 if I have already received funding in round 1?

Applicants who received funding in Round 1 can submit an application in Round 2 for a new project. Your new project must follow the same eligibility criteria as defined in the Applicant Guide.

Can I apply for funding in round 2 to continue a project which received funding in round 1?

Applicants who received funding in Round 1 can submit an application in Round 2 for project costs which were not funded in Round 1. Applicants cannot receive funding twice for the same project costs.

Project expenses must be incurred between April 1 2020 to June 30 2022.

You will need to fill out the Detailed Budget template to identify funding sources used to continue the project.

You must ensure that no expense is paid for twice by the same funding source. Projects may receive funding from other sources, but those funds may not cover the same expenses. For example funding source A cannot cover the same expense as funding source B.

If I was deemed ineligible in round 1, can I re-apply in round 2?

If you are an eligible organization and your project was declined in round one, you have the opportunity to adjust appropriately according to the Evaluation Criteria and re-apply in round 2.

Where should I apply?

The Healthy Communities Initiative uses a regional model. Check which region your project is in, using this map. On the application, check off the region(s) where your project will take place.

You will then be asked to confirm the funding range you are applying for. All projects will be reviewed by Regional Hubs and projects requesting funding over $100,000 up to $250,000 will also be reviewed at the national level. Do note that the Healthy Communities Initiative is a highly competitive program.

If you apply to the wrong Regional Hub, there may be delays in reviewing your application.

What is the evaluation process for applications requesting over $100,000?

Applications that are submitted over $100,000 will be reviewed and evaluated by a Large Projects Review Committee. Community Foundations of Canada will create a review committee in consultation with the Canadian Urban Institute and with the guidance of equity experts, with the same objectives as the Regional Hubs. This committee is responsible for reviewing all funding requests for $100,001 - $250,000 across the country.

CFC will sort all projects by regional hubs, applicants need to be aware of their regional hub in order to apply. The Large Projects Review Committee will receive local input from Regional Hubs in order to make final decisions

Can I apply multiple times for funding?

The Healthy Communities Initiative has two rounds of funding. Round 1 has now concluded. Organizations can submit one application per round.
Organizations that have applied are welcome to partner with multiple other organizations submitting independent applications. For example, a municipality can submit an application for a project and also partner with multiple grassroots organizations in their community who are submitting projects as long as the municipality is not the lead applicant on the other applications. Supporting other applications will not affect the partner's chances to receive funding on a project that they may choose to submit independently.

Can you apply for multiple small projects under one application?

Yes, you can submit one application with multiple small projects. Each project must meet the eligibility criteria outlined in the Applicant Guide. Please note that your application should have a cohesive goal that all projects align with. There needs to be a goal or problem that collectively, the mini-projects solve. The less connected projects are, the less appropriate it would be for them to be grouped under one application. The maximum funding amount remains $250,000 per application, even with multiple small projects under one application.

Can a university submit multiple applications?

If different departments/institutes within the university have different charity/incorporation numbers, each department could apply. But, if the university as a whole only has one charitable number, they can apply once.
For example, if the business school has its own charity number, they could make a separate application. If the arts and science faculty do not have a charitable number, they will apply with the university. If there are many projects under one application, each project must meet the eligibility criteria and all the projects should align with a cohesive goal explained in the application.

Is there more guidance on preparing my application?

Further guidance is available in the resources library including a screencast of how to complete the application, a recording of an information session on applying to the Healthy Communities Initiative and other helpful tools. Community Foundations of Canada (CFC) and the Canadian Urban Institute (CUI) will also be carrying out information webinars and community mobilization sessions. These sessions will provide more details on the application process, a deeper dive into the themes of the Healthy Communities Initiative and some best practice guidance on

community-led infrastructure. Sign up for community mobilizations sessions on the CFC website.

How to apply

When you are ready to apply, please apply through our central application portal. The application portal is available in French and English. Please see our website for additional information including community mobilization sessions and a video tutorial on how to apply using the central application portal.

Please use our search tool on our website to find the Regional Hub near you. Applications made to an incorrect Regional Hub may experience review delays while they are re-routed.

If you have additional questions or accessibility requests, please contact CFC at chci@communityfoundations.ca

How will my application be evaluated?

All applications must meet the basic eligibility criteria. Applications that meet the eligibility requirements will be evaluated based on the evaluation criteria. These criteria include the project rationale, community engagement, outcomes and project implementation and readiness. See the Eligibility and Evaluation Criteria below for more details.

Eligibility and Evaluation Criteria

Eligibility Criteria

The project must fulfill all of the following criteria for consideration:

- Submitted by an eligible organization, and provides documentation
- Responds to needs arising from COVID-19
- Creates or adapts public spaces, or programming or services for public spaces in the public interest
- Demonstrates consideration of and connections within the community
- Serves the general public or a community disproportionately impacted by COVID-19
- Falls within the Healthy Communities Initiative theme(s)
- Submitted with a complete budget
- Is requesting between $5,000 and $250,000
- Incurs expenses between April 1 2020 to June 30 2022

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Evaluation Criteria

Projects that fulfill the eligibility criteria will be evaluated on the following evaluation criteria:

Requirement	Description	Project Criteria
Project Rationale	The degree to which the project clearly creates safe and vibrant spaces, improves mobility options or provides digital solutions for communities experiencing the impacts of COVID-19.	• Responds to the impacts of COVID-19 according to local needs and context • Considers public health measures in project design • If applicable, considers collaborators or partners to strengthen the project
Community Engagement	The degree to which the project clearly engages diverse communities in design, implementation and use, and strengthens community resilience; including communities disproportionately affected by COVID-19.	• Demonstrates meaningful community engagement, including with those disproportionately affected by COVID-19, and considers equity • Demonstrates local leadership in decision-making and project delivery • Demonstrates how it will engage and generate participation in its project
Outcomes	The degree to which the project clearly demonstrates short-term, immediate benefit and potential long-term impact, viability and sustainability	• Demonstrates positive community impact(s) through one of the Healthy Communities Initiative theme(s) • Demonstrates knowledge of community pressures and needs • Demonstrates a plan, if applicable, to sustain the project long-term • Considers a plan to capture community impact, including gathering stories and lessons learned for future projects, where applicable
Project Implementation and Readiness	The degree to which the project clearly has a responsible work plan, project team, timelines, and budget, and considers permits and approvals that may affect successful implementation	• Provides a responsible budget including clear costing, procurement decisions and equity considerations • Demonstrates the project can be completed in realistic timelines • Demonstrates project team capacity and appropriate leadership to deliver the project • Demonstrates an understanding of which permits and approvals are required

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