

Healthy Communities Capacity Building Fund

Frequently Asked Questions

Who is eligible to apply for the Community Capacity Building Grant?

The following organizations are eligible to apply for the Community Capacity Building Grant:

- ✓ Regional Districts;
- ✓ Municipalities;
- ✓ First Nations Bands;
- ✓ First Nations Tribal Councils; and
- ✓ Métis Chartered Communities.

The following organizations are **not** eligible to apply for the Community Capacity Building Grant:

- x Individuals;
- x For-profit groups;
- x School Districts;
- x Hospital Foundations;
- x Community Groups/Organizations; and
- x Health Authorities

BC Healthy Communities encourages partnerships and suggests that ineligible organizations contact eligible organizations to discuss working together. The focus of this fund is to support learning, leadership and partnership **at a local government level** in order to increase the health and well-being of B.C. citizens and communities.

What is capacity building?

Many local governments are already engaged in initiatives that support health, well-being and healthy development. However, communities are also expressing a desire to learn, build skills, work together more effectively, and to make their efforts more sustainable. This process of **learning, knowledge exchange, engagement, skills building, and relationship development** can build capacity to address health and well-being. In particular, this fund is intended to support capacity development of local governments, and build local government partnerships with other sectors around health and well-being.

An example of capacity building is hosting a learning workshop to bring together local government, health authority and community organization representatives to share ideas and knowledge about local health priorities and opportunities for collaboration.

We don't have a project that targets health and well-being, where do we start?

This fund is an excellent place to start as it can be used to identify the current health issues in the community. It can also be used to start to develop ideas, priorities and solutions to improve the health and well-being of the community. For example, the fund could be used to host a one day forum to develop projects that increase the physical activity of the community, or it could fund the development of a local multi-sector advisory group on health and well-being.

For other ideas on starting places for local government dialogue and learning on health and well-being, please see the list of optional workshops offered by BC Healthy Communities Society outlined in the Application Guide. Please note that a limited number of workshops will be offered.

**Can communities that work together each apply for the maximum amount of funding?
E.g. Two municipalities who are working together each apply for \$5,000. A regional district and municipality work together and each apply for \$5,000.**

Yes, however, communities would need to demonstrate how the funding would build the leadership or partnership capacity of each individual local government that applies for funding. Applicants are also reminded that funds are limited and the full funding amount may not be allocated.

What activities are eligible for the fund?

The fund is intended to build the capacity of local governments to develop partnerships, knowledge, skills and leadership for taking action to increase the health and well-being of BC citizens and communities. The fund must be used to support **learning, engagement and/or collaboration** of local governments, ideally with other sectors in the community.

Some examples of eligible and ineligible projects are provided below.

Examples of eligible projects

- ✓ A series of facilitated meetings between local government and other partners to explore healthy eating and food security, for example.
- ✓ A learning workshop for local governments and health authorities on current health priorities locally and opportunities for potential next steps.
- ✓ Planning with stakeholders and community organizations to develop a playground that encourages physical activity.

Examples of ineligible projects

- x The cost of installing playground equipment.
- x Marketing that promotes healthy eating.
- x Materials to build a community garden.
- x Developing a research report.

Please review the Application Guide for a complete list of eligible and ineligible costs.

Can the grant be used to fund project work?

The Healthy Communities Capacity Building Fund is specifically for local government capacity building. Therefore, a project would need to show how it develops the capacity of the local government to build relationships/partnerships, enhance local government skills and/or engage in priority setting, planning and action. The table below provides some examples to

demonstrate activities that would be considered eligible for the fund and others that would be ineligible.

Examples:

Eligible Expenses	Ineligible Expenses
Hiring a facilitator to lead a process whereby local governments and partners learn about active transportation options locally.	Marketing materials for a bike to work week
The development of a local advisory group on healthy eating and food security.	Installing community garden.
Travel expenses to attend a conference or forum on health, well-being or healthy communities.	Prizes for a community event
Training for local government staff to develop their understanding of health and the built environment.	Hiring a consultant to write a report on active transportation.

Can the grant be used to fund consultant fees?

The Healthy Communities Capacity Building Fund can be used to fund consultant fees, however, communities must demonstrate how the consultant will engage local government and build the capacity of local government for the future.

Examples of Eligible Consultant Costs

- ✓ The facilitation of events or workshops that build the local government capacity and partnerships.
- ✓ The delivery of a process to assist the local government in planning for health and being.

Examples of Ineligible Consultant Costs

- x The production of a report without further engagement or discussion with local government staff or council.

How many times can a local government apply to this fund?

Individual local governments may submit multiple applications for the fund for different activities, up to a maximum of \$5000. Please note that funds are limited, and the full funding request may not be granted.

Can the grant be used to fund partnership work that is ongoing?

Yes, however, applicants should show how the fund will deepen and strengthen the existing partnership work.

Can the grant be used to fund attendance at training and/or conferences that will build the capacity of local governments by increasing the knowledge and skills?

Yes, this funding can be used for professional development training to build capacity for healthy communities' leadership. Applicants should show how they would maximize the capacity building element by sharing learning within their local government and community.

Our community is interested in one of the workshops being offered by BC Healthy Communities. Who is responsible for organizing the BC Healthy Communities Society workshop?

Subject to availability, BC Healthy Communities Society can provide in-kind facilitation for a limited number of workshops around the province. However, applicants are responsible for organizing the venue, catering, promotion and registration for the workshop. The budget for hosting the workshop can be funded from the capacity building funding program. Decisions regarding which communities will receive workshops will not be made until after June 30th, so applicants should also develop an alternative plan for the facilitation of their healthy communities capacity building workshop in the event that BC Healthy Communities Society is not available.

Can a community have more than one workshop?

It is not likely any one community will receive more than one workshop at this time. BC Healthy Communities Society will respond to workshop requests on a case-by-case basis. While we will do our best to meet workshop requests, BC Healthy Communities Society also has limited capacity and cannot guarantee that all communities requesting workshops will receive one. For communities that are selected to receive workshops, we will work with you to adapt each workshop to best meet the needs of the community; this may include combining topic areas or looking at regional delivery if more than one community in a given region has expressed interest.

Who is responsible for paying for the workshops?

Based on availability, BC Healthy Communities Society will provide the expertise to develop and deliver the workshops at no charge, however, applicants will need to cover other costs of hosting the workshop such as the venue, catering, registration, etc. The Healthy Communities Capacity Building Fund can be used to cover these costs. Decisions regarding BC Healthy Communities Society's provision of workshop facilitation will not be made until June 30th, therefore, we recommend that communities should demonstrate how they would proceed if their community is not chosen to receive a workshop.

Is it possible to meet with BC Healthy Communities Society prior to submitting an application to ensure that the application has the greatest chance of success?

While in-person meetings are not possible, communities are encouraged to contact BC Healthy Communities Society by telephone or email to discuss potential ideas prior to submitting an application. For further information, please contact Krissi Spinoza at hccoordinator@bchealthycommunities.ca or (250) 952-9177.