

HEALTHY COMMUNITIES CAPACITY BUILDING FUND LOCAL GOVERNMENT APPLICATION GUIDE

BACKGROUND

The Healthy Families BC strategy was announced in 2011 with a focus to stimulate more local actions and policies to support healthy living. Particular emphasis is given to bringing the health sector together with local governments and other community partners in collaborative ways to make changes in built environments, reduce tobacco use, increase healthy eating and support prevention for priority populations.

Provincewide consultations with local governments occurred between February and May 2012 to obtain feedback on how local governments would like to be supported to help make communities more health-promoting for citizens of all ages. One of the outcomes of the consultations was an identified need for more support and opportunities for local governments to learn, share resources, and partner with other sectors and community leaders to build healthy communities.

As part of the strategy, the provincial government is partnering with the BC Healthy Communities Society to facilitate the development of a number of resources and tools to support local action. The Healthy Communities Capacity Building Fund aims to support local governments to learn, enhance partnerships, and take actions that will increase the health and well-being of B.C. citizens and communities.



BC Healthy Communities
People. Place. Potential.



Healthy Families BC 

WHAT IS THE HEALTHY COMMUNITIES CAPACITY BUILDING FUND?

The Healthy Communities Capacity Building Fund provides small grants to local governments to engage in the development of healthy community partnerships and to build their capacity for healthier community leadership and action. The total amount of the funding program available to communities across BC in this phase of the program is \$200,000. To ensure geographic diversity and regional representation, funding will be allocated across each of the five health authority regions.

The overarching goal of the Healthy Communities Capacity Building Fund is to **increase capacity at the local government level** to create environments that enable people to live healthier lives. The program supports local government learning about the community context for health, partnership development between sectors, and collaborative priority setting for health in local planning and policy.

WHAT ACTIVITIES WILL BE SUPPORTED?

Specifically, these small grants (up to a maximum of \$5000 per local government) are available to support local governments (staff and/or elected officials) to:

- **Build relationships and partnerships** with health authorities, non-governmental organizations and/or other community stakeholders to work together on healthy

community development. Examples include: Hosting and/or participating in forums, workshops, or dialogues that support the development of healthy community partnerships and action.

- **Enhance local government skills, abilities and knowledge** related to leadership for action towards building healthy communities. Examples include: Participation in learning events to increase knowledge of local health issues, and to enhance skills and capacities for local government leadership.
- **Engage in priority setting, planning, and action** related to healthy communities. Examples include facilitation/coordination of planning processes that support local government engagement in priority setting and collaborative action for healthy communities.

Capacity building activities funded through this program should relate to one or more of the following **key focus areas**:

- Building local leadership for health and well-being
- Developing partnership for action on health and well-being
- Increasing health and well-being of local priority populations
- Increasing physical activity
- Increasing healthy eating and food security
- Reducing tobacco use and exposure
- Implementing healthy community design.

CRITERIA AND GUIDELINES

Please see “What is the Healthy Communities Capacity Building Fund?” for an overview of activities supported through this program.

Application Limit

- Multiple applications will be accepted up to the cumulative maximum amount of \$5,000 per local government.

Eligible Applicants Include

- Municipalities,
- Regional Districts, and
- First Nations and Métis Communities (e.g., Band, Tribal Council or Métis Chartered Communities).

Eligible Expenses Include

- Local government expenses related to **hosting and/or participating** in forums, workshops, dialogues or learning events that support the development of healthy community partnerships and action (e.g. travel expenses, catering, venue, facilitation, etc.);
- Local government expenses (e.g. mileage, food, accommodation) related to **attending** healthy community partnership meetings or healthy communities events;
- Facilitation/coordination of **learning or planning processes** that support local government engagement in priority setting and collaborative action for healthy communities.

*Please note that any event catering should follow the Eat Smart Meet Smart guidelines found at:
www.health.gov.bc.ca/healthyeating/resources.html*

Ineligible Expenses Include

- Local government expenses for events that are NOT directly related to healthy community activities or healthy community partnership development;
- Gifts;
- Staff salaries;
- Capital costs (e.g. purchase of equipment); or
- Retroactive funding for activities that have already occurred.

Activities funded through this program should relate to building capacity for healthy communities’ leadership overall and/or one or more of the following **key focus areas**:

- Building local leadership for health and well-being
- Developing partnership for action on health and well-being
- Increasing health and well-being of local priority populations
- Increasing physical activity
- Increasing healthy eating and food security
- Reducing tobacco use and exposure
- Implementing healthy community design.

Multiple applications will be accepted up to the cumulative maximum amount of \$5,000 per local government.

Funding permitting, applications will be accepted on a continuous intake basis and reviewed regularly up until June 30, 2013. Activities must take place before March 31, 2014.

APPLICATION PROCESS

Eligible local governments must complete the attached short application form. This form is also available for download on the BC Healthy Communities Society website here.

Funding permitting, applications will be accepted on a continuous intake basis and reviewed regularly up until **June 30, 2013. Activities must take place before March 31, 2014.** Applicants should allow up to four weeks for the processing of their application.

If you have requested facilitation/workshop support, BC Healthy Communities Society will contact you to discuss your request further.

Any questions and applications should be submitted via email to:
hccordinator@bchealthycommunities.ca.

Applications should be submitted as an email attachment in Word or PDF format, and your

e-mail should note “Healthy Communities Capacity Building Fund Application” in the subject header.

FINAL REPORT

All local governments who are approved for funding are required to submit a complete, brief final report (template to be provided) within 30 days of completing activities, and no later than April 30, 2014.

OPTIONAL FACILITATION SUPPORT AND WORKSHOPS

Subject to availability, in addition to funding, local government applicants may request other supports from BC Healthy Communities Society’s team of professional facilitators.

These supports include:

- Process design for dialogue and learning events
- Facilitation of dialogue and planning processes or specific learning workshops



In partnership with the Ministry of Health, BC Healthy Communities Society is able to support a limited number of communities and currently offers the following workshop and dialogue topics. Please note that each workshop is **customized to the local context** in which they are being delivered, and builds upon existing local activities and relationships. BC Healthy Communities Society will work collaboratively with applicants to draw on local knowledge, tailor each session as necessary, and create opportunities for local governments and other partners to share expertise. In the case that multiple requests are received from communities within the same region, regional workshop delivery may be considered.

WORKSHOP AND DIALOGUE TOPICS CURRENTLY AVAILABLE

TOPIC	DESCRIPTION
<i>Healthy Communities: Health is Everyone’s Business</i>	<i>This workshop is provides an introduction to healthy communities and explores how local policy, planning and leadership can impact health outcomes. It focuses on identifying local health priorities and opportunities for shared leadership.</i>
<i>From Silos to Systems: Building Partnerships for Healthy Communities</i>	<i>This workshop supports multi-sector collaboration to build healthier communities, and the development or implementation of partnership agreements between local governments and health authorities. It focuses on identifying areas of shared interest and the unique assets different sectors can contribute to collaborative partnerships.</i>
<i>Bringing Health Home: Public Engagement for Local Action on Health and Well-Being</i>	<i>This workshop explores how public engagement is critical in achieving health outcomes in local policy and planning. It introduces tools, techniques and methods for meaningful engagement to build healthier communities.</i>
<i>“Dialogue to Action” on a Specific Healthy Communities Topic (TBD)</i>	<i>This workshop supports learning and action planning on a specific healthy communities topic which has been prioritized by local communities (e.g., food security, active transportation, health and sustainability). It brings stakeholders together to learn more about the local context and opportunities to take action related to the topic.</i>

For more information on facilitation/workshop support, please contact Krissi Spinozza at: hccoordinator@bchealthycommunities.ca