

## 2023 AFC FINAL REPORT QUESTIONS

**PLEASE NOTE: This document is not the final report form**

Use this document to prepare answers for your 2023 AFC grant final report. It includes all the questions you will find in the report. If you wish you can cut and paste from this word document to the [final report webform](#) to submit your answers.

### While completing the report:

While completing the webform, you will be asked to submit a financial report using the Financial Report Template. You will also have the opportunity to submit additional documents (photos, reports) if you wish. You will be prompted to upload or email these items while completing the final report. The webform can be viewed on a phone or tablet but is optimized for completion on a computer that will allow you to easily download and upload files.

### Introduction

#### Name and Contact Details

1) *Primary Contact:* \*

Full Name:: \_\_\_\_\_

Email:: \_\_\_\_\_

Title of Project:: \_\_\_\_\_

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#### Grant Recipient Information

2) *Please select the name of your community* \*

City of Campbell River

City of Maple Ridge

City of Penticton

City of Richmond

City of Surrey

- District of Houston
- District of Kitimat
- District of Oak Bay
- District of Squamish
- District of Stewart
- District of Taylor
- District of West Vancouver
- Mamalilikulla First Nation
- Naut'sa Mawt Tribal Council
- Neskonlith Indian Band
- North Island Métis Association
- Regional District of Nanaimo
- Resort Municipality of Whistler
- River of the Peace Métis Society
- Town of Comox
- Town of Oliver
- Town of Smithers
- Village of Harrison Hot Springs
- Village of Pouce Coup
- Whispering Pines Clinton Indian Band

3) *Please indicate the type of local or Indigenous government submitting this report:\**

- First Nation Band
- Self-governing First Nation
- First Nation Tribal Council
- Métis Chartered Community
- Municipality
- Regional District
- Other - Write In: \_\_\_\_\_

4) Please indicate the regional health authority in which your community is located.\*

First Nations Health Authority

Fraser Health

Interior Health

Island Health

Northern Health

Vancouver Coastal Health

5) Please select the type of grant your community was awarded:\*

Stream one: Planning Grant (up to 25, 000)

Stream two: Project Grant (up to 15,000)

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## **Project Activities and Results**

6) What was the overall goal of your AFC grant? What did you intend to achieve? \*

7) Please explain how your plan/project was successful.

*What changes occurred as a result of creating this plan or implementing this project?*

*How did these activities help to make your community more age-friendly?*

8) Was an equity lens applied to this plan/project?

Yes

No

9) If yes, did you face challenges to using an equity lens?

Yes

No

10) If an equity lens was applied, please describe how you/your team applied an equity lens to your plan/project. *For example, what opportunities did this grant create for inclusion, distribution of resources, or reducing barriers for participation from underrepresented groups?*

11) If an equity lens was not applied to this plan/project, please elaborate on what challenges you faced and what might be done differently next time.

### **Project Activities and Results**

12) What worked well? Were there any challenges that needed to be managed? What, if anything, would you do differently next time?

13) Did anything interesting or unexpected occur during your plan/project that you would like to share?

### **Developing Partnerships**

14) *Did you establish at least one new partnership as a result of this plan/project? \**

Yes

No

15) *If yes, what new partnership(s) was (were) established because of this plan/project (check all that apply)?*

Health authority staff

First Nation government

Métis Chartered Community

Interdepartmental staff (local government)

Interdepartmental staff (Indigenous government)

Non-profit organization

Private sector/business

Hospital/healthcare

RCMP/local police

Faith institution

Academic institution

Other - Write In: \_\_\_\_\_

16) If a new partnership was established, explain why this new partnership is significant to your plan/project and what steps were taken to develop it.

### **Strengthening Existing Partnerships**

17) *Were any existing partnerships strengthened because of this plan/project?\**

Yes

No

18) If yes, please explain the significance of these partnerships to your plan/project.

19) If existing partnerships were strengthened, please explain how this grant helped to support the strengthening of your existing partnership(s), and what steps were taken to strengthen it.

For example:

- This plan/project helped to create stronger connections.
- This plan/project helped to shape the partnership towards sharing actions.
- This plan/project helped to create a strong sense of trust and collaborative actions.

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## **Collaborating with your Health Authority**

20) *Did you discuss this plan/project with health authority staff during this grant period?*

Yes

No

21) If yes, please elaborate on these discussions and describe how the health authority supported this plan/project.

22) *Did AFC/BCHC help to connect you with your health authority?*

Yes

No

23) *If you did not discuss this plan/project with health authority staff, would you be interested in working with your regional health authority?*

Yes

No

Not applicable

24) If you would be interested in working with your regional health authority, how might it be useful for your project?

25) If you would not be interested in working with your regional health authority, why not?

### **Support from Community Leaders/Elders**

26) *Did your plan/project have political/policy support from community leaders/elders?*

Yes

No

Not applicable

27) If yes, please describe how your plan/project was supported by community leaders/elders. For example:

- Meetings with community leaders to discuss results and/or next steps
- Elders are working closely with the project team
- Elders are asking for information and/or results

### **BC Healthy Communities (BCHC) Support**

28) *Did you use the in-kind supports provided by BCHC as part of this grant?\**

Yes

No

29) *If you used BCHC in-kind supports, what type of support provided by BCHC did you use? Check all that apply.*

- Support in development of project, including planning & design, monitoring and evaluation
- Research support (e.g., environmental scans, sourcing literature or other resources)
- Document review & providing feedback
- BCHC staff participation on advisory committees
- Accessing resources developed by BCHC (e.g., Live webinars, Action Guides, other tools and resources, newsletters, on-demand webinars)
- Online training (e.g., training on the use of an equity lens in AFC planning)
- Connecting you with your Health Authority or other organizations
- Development of community engagement processes (e.g., planning and/or design support, including facilitation design)
- Development of data collection tools (e.g., surveys, interview guides)
- Developing monitoring and evaluation frameworks including the development of indicators
- Other - Write In: \_\_\_\_\_

30) *If you or someone on your team used the Age-friendly quick guides, please check the ones you used (check all that apply)*

- Age-friendly Assessment
- Applying an Equity Lens in Planning
- Capturing Learnings and Change
- Equitable Engagement
- Capturing change in communities
- How to create a survey



31) If BCHC supports were used, please describe *how* you used this support in your plan/project. For example, did you (or members of your project team) use any of the tools or processes provided by BCHC (e.g., research support including survey tools or document review, or engagement strategies for facilitating community events?) Did you (or members of your project or team) use any of the Age-friendly quick guides or other BCHC website resources for your project and/or to share with other people connected to your project?

32) *Did you or a member of your team participate in any of the AFC Community of Practice calls?*

Yes

No

33) *If yes, was participating in the AFC Community of Practice useful for your own project work?*

Yes

No

34) If participating in the AFC Community of Practice was useful, please elaborate on how the Community of Practice was useful for your work. What worked well?

35) If participating was not helpful, please share why the Community of Practice was not effective for your work. What could be improved?

## **Lessons to Share**

36) **If you had a Stream one Planning grant:** What have you learned about completing an age-friendly assessment and developing an action plan that you would share with other local/Indigenous governments or organizations doing similar work?

37) **If you had a Stream two Project Grant:** What have you learned while implementing your age-friendly project that you would share with other local/Indigenous governments or organizations doing similar work?

38) What lessons about working with BCHC would you share with other communities?

### **Celebrating your Community's Success**

39) We'd love to share information about your plan/project with other communities across the province! If you have a story about your community's AFC work, we'd love to hear about it. Use the space below to share your experience.

*To help facilitate this, think about if you were giving a presentation on your plan/project—what would you tell your audience?*

- *What were the highlights?*
- *What would you showcase?*
- *What are the successes/results/changes that benefit your community?*

40) *Do you have any photos/graphics, reports or other documents you'd be comfortable with us sharing through our AFC newsletter and website? Please let us know, and if so, share how you would like to share them.*

**NOTE: If you answer YES, You will be prompted to upload or email the financial report.**

NOTE: Maximum file upload is 6 items with a file size of 500KB each file. Allowed file types: png, gif, jpg, jpeg, doc, xls, docx, xlsx, pdf, txt, mov, mp3, mp4. Max file size: 500 KB

## Financial Report

*42) Please use the AFC Financial Report Template sent to you to report on how you spent the grant money, any additional resources you received, and what the total cost for your activities was.*

*To complete the report, use the AFC Financial Report template.*

**NOTE You will be prompted to upload or email the financial report.**

## Ready to Submit?

*44) You have now completed all the questions in this final report. If you want to make any changes, or review, you can use your back button to check your answers.*

At this stage you will be able to submit the report. A PDF copy will be sent to the primary contact email entered at the start of the form. You will have the chance to add an additional email to receive a PDF copy of your report before finishing.

## Thank You!

Thank you for taking the time to submit this final report. Sharing your results with others is an important step as we learn from each other and move forward in our ability to create healthy age-friendly communities for all!

If you do not receive an email within 30 minutes of submitting this report please check you junk mail folder. If you do not receive a copy of this report please feel free to contact [grants@bchealthycommunities.ca](mailto:grants@bchealthycommunities.ca) for a copy.