**2023-24 Age-Friendly Newfoundland**

**and Labrador Communities Program**

**Guidelines**

These guidelines contain information on the application process for the **Age-Friendly Newfoundland and Labrador Communities Program**, funded through the Department of Children, Seniors and Social Development. Alternate formats are available upon request.

Introduction
According to the World Health Organization (WHO), an age-friendly community is a community where policies, services and structures related to the physical and social environment are designed to support and enable people of all ages to live in a secure environment, enjoy good health, and continue to participate fully in society.

The WHO has identified eight key domains of community life in which communities can become more age-friendly. These domains include:

* Outdoor spaces and buildings
* Transportation
* Housing
* Respect and social inclusion
* Social participation
* Communication and information
* Civic participation and employment opportunities
* Community support and health services

There are five critical milestones for communities interested in starting or continuing to become more age-friendly. The milestones are numbered only for easy reference and are not meant to suggest an order of achievement.

1. Establish an advisory committee that includes the active engagement of older adults.
2. Secure a local municipal council resolution to actively support, promote and work toward becoming more age-friendly.
3. Establish a robust and concrete plan of action that responds to the needs identified by the community.
4. Demonstrate commitment to action by publicly posting the action plan.
5. Commit to measuring activities, reviewing action plan outcomes and reporting on them publicly.

The **Age-Friendly Newfoundland and Labrador Communities Program** supports communities to start and continue to become more age-friendly. The program has two funding streams:

* **Stream 1: Planning** - To complete an age-friendly assessment and develop an action plan.
* **Stream 2: Projects** - To implement age-friendly actions (projects) identified in the age-friendly assessment and action plan.

# Eligibility

To be eligible, applicants must:

* Be either a:
* Municipality
* Indigenous Governing Bodies
* Provincially incorporated not-for-profit organization with an age-friendly mandate
* Have completed all past reporting requirements; and
* Have completed an age-friendly assessment and action plan or have the ability to demonstrate that their Municipal Plan or alternate local community planning documentation is inclusive of the age-friendly domains (Stream 2 only).

Local service districts, businesses, crown corporations, public health and education institutions, and individuals are not eligible to apply but are encouraged to partner with eligible applicants.

# Available Funding

Contributions of up to $10,000 are available. Collaboration between two or more communities is strongly encouraged. Applications demonstrating a regional approach may be eligible for up to $15,000.

# Eligible Activities and Expenses

**Stream 1: Planning**Stream 1 allows applicants to demonstrate an age-friendly focus on all aspects of the planning process, setting a foundation for the success of future Stream 2 project grants. Planning activities may include:

* Completion of an age-friendly community or regional assessment and development of an action plan, and
* Adding an age-friendly lens to a Municipal Plan or alternate local community planning documentation.

**Stream 2: Projects**Stream 2 provides funding to implement one or more actions (projects) identified in the planning phase.

# Ineligible Activities and Expenses

The following expenses are not eligible:

* Existing community programs unless you are working to scale or expand proven impacts;
* Trail construction or improvements;
* Expenses for activities that have already taken place;
* One-time events that are not part of a larger age-friendly community action plan;
* Capital costs in excess of 10% of the total funding requested; and
* Fundraising.

# Required Documents

In addition to a completed application form, the following documents are required, as applicable:

* Municipal council resolution to actively support, promote and work toward becoming more age-friendly.
* A letter of support from your partners that identifies their role in the project.
* Age-friendly assessment and action plan or documentation that you’re Municipal Plan or alternate local community planning documentation is inclusive of the age-friendly domains (required for Stream 2 only).
* Additional documents to support your application (optional).

# Accountability Requirements

If funded, grant recipients will be required to submit the following:

* completed [Final Report Form](https://www.gov.nl.ca/cssd/grants/age-friendly/) (<https://www.gov.nl.ca/cssd/grants/age-friendly/>);
* a copy of plans or documents developed or amended with grant funding; and
* photos of the project, media clippings, etc.

How to Apply

Applicants must complete the application form and provide all required documentation. Applicants with difficulty completing their application are encouraged to contact the Seniors and Aging Division for additional support.

Send completed applications and required documents to CSSDGrantPrograms@gov.nl.ca and note the 2023-24 Age-Friendly Newfoundland and Labrador Communities Program in the subject line.

# Deadline

The deadline to submit applications is May 19, 2023.

# Decisions

Applicants may be contacted for additional information throughout the review process. CSSD will communicate funding decisions as soon as possible to all applicants.

# Contact Information

For questions about the Age-Friendly Newfoundland and Labrador Communities Program or the application process, please contact the Seniors and Aging Division at aging-and-seniors@gov.nl.ca or toll-free at 1-888-494-2266 or 709-729-5261.

**Annex A: Additional Resources**

The Age-Friendly Communities in Canada: Community Implementation Guide

<https://www.canada.ca/content/dam/canada/health-canada/migration/healthy-canadians/publications/healthy-living-vie-saine/age-friendly-communities-guide-2012-collectivites-amies-aines/alt/pub-eng.pdf>

The Age-Friendly Communities in Canada: Toolbox

<https://www.canada.ca/en/public-health/services/publications/healthy-living/age-friendly-communities-canada-community-implementation-guide-toolbox.html>

The Age-Friendly Communities Evaluation Guide

<https://www.canada.ca/content/dam/phac-aspc/migration/phac-aspc/seniors-aines/alt-formats/pdf/indicators-indicateurs-v2-eng.pdf>

Age-Friendly Communication: Facts, Tips and Ideas

<https://www.canada.ca/content/dam/phac-aspc/migration/phac-aspc/seniors-aines/alt-formats/pdf/publications/public/various-varies/afcomm-commavecaines/AFComm-Commavecaines-eng.pdf>

Making Your Community More Age-Friendly Webinar

<https://www.gov.nl.ca/cssd/department/branches/seniors/making-your-community-more-age-friendly-webinar/>

Age-friendly Rural and Remote Communities: A Guide

<https://www.canada.ca/en/public-health/services/health-promotion/aging-seniors/publications/publications-general-public/friendly-rural-remote-communities-a-guide.html>

Checklist of Age-Friendly Features (Excerpt from Age-Friendly Rural and Remote Communities: A Guide)

[https://www.canada.ca/en/public-health/services/health-promotion/aging-seniors/publications/publications-general-public/friendly-rural-remote-communities-a-guide.html#a17](https://www.canada.ca/en/public-health/services/health-promotion/aging-seniors/publications/publications-general-public/friendly-rural-remote-communities-a-guide.html%22%20%5Cl%20%22a17)

Global Age-friendly Cities: A Guide

<https://apps.who.int/iris/handle/10665/43755>

World Health Organization Global Network of Age-friendly Cities and Communities

<https://extranet.who.int/agefriendlyworld/who-network/>

Samples of Age-friendly Assessments & Action Plans

* Village of McBride Age-friendly Action & Assessment Plan

<https://www.mcbride.ca/uploads/Age%20Friendly/VOM%2520Age-friendly%2520Plan%2520FINAL%2520March%25202021.pdf>

* Village of Canal Flats Age-friendly Plan Final Report

<https://canalflats.civicweb.net/filepro/document/19834/CanalFlats_AgeFriendlyPlan_Final_Compiled.pdf>

* District of Lantzville AGE-FRIENDLY ASSESSMENT & ACTION PLAN

<https://www.lantzville.ca/cms/wpattachments/wpID911atID5674.pdf>

Additional Provincial Resources

* Newfoundland and Labrador Community Accounts

<https://nl.communityaccounts.ca/>

* Newfoundland and Labrador Statistics Agency

<https://stats.gov.nl.ca/>

* Coalition for Persons with Disabilities Newfoundland and Labrador

<https://codnl.ca/>

* Universal Design Network of Newfoundland and Labrador

<https://universaldesignnl.ca/>

* Empower NL

<https://empowernl.ca/>