



2022 Capacity-Building and Emerging Issues Fund Application



NOTE: This form is to be used as a guide to prepare your application. All applications must be submitted through the [Funding Information Management System \(FIMS\)](#).

The Capacity-Building and Emerging Issues Fund is available to eligible non-profit organizations for one-time initiatives to strengthen their organizational effectiveness, increase their programs' impact, and address emerging issues and trends that are impacting Calgarians. The Capacity-Building and Emerging Issue Fund is implemented via two focus areas:

Emerging Social Issues: Funds are available to support one-time initiatives that address emerging issues and trends that are impacting Calgarians experiencing vulnerabilities.

Organizational Effectiveness: Funds are available to support one-time initiatives that increase an organization's effectiveness in supporting Calgarians experiencing vulnerabilities.

Organization Information	
Year of Registration	<i>Multi-line, 100 character max, required</i>
Act Registered Under	<i>Multi-line, 100 character max, required</i>
Organizational Operating Budget	<ul style="list-style-type: none"> • Less than \$250,000 • Greater than \$250,000 <i>Select only one</i>
Organizational Staffing	<ul style="list-style-type: none"> • 0 to 4 FTE staffing positions • 4 or more FTE staffing positions <i>Select only one</i>
Does your organization have the following in place? If so, ensure they are uploaded in FIMS. <i>Description: Not all operational policies are required to receive funding. However, having them in place will support the assessment of your proposal.</i>	<ul style="list-style-type: none"> • Organizational Structure Chart • Strategic Plan, including Vision and Mission • Business Plan for each Proposed Initiative • Board Governance Model or Bylaws • Operational Policies and Practices (e.g. Financial Policies; Human Resource Plan, Business Continuity Plan, Diversity and Inclusion policies, Information and Technology Plan, etc.) <i>Yes/No, for each</i>
If your application is successful, will you obtain adequate liability insurance (no less than 2 million dollars Commercial General Liability insurance including The City as an additional insured)? <i>Description: The costs associated with obtaining insurance are an eligible expense and should be included in your budget.</i>	<i>Yes/No</i>
If your application is successful, will you provide an audited financial statement of expenses within three months after your organization's fiscal year-end? <i>Description: The costs associated with conducting and audit are an eligible expense and should be included in your budget.</i>	<i>Yes/No</i>

Program Information

Select and intent for Capacity-Building Funds and intent for Capacity-Building Funds

Emerging Social Issues: Funds are available to support one-time initiatives that address emerging issues and trends that are impacting Calgarians experiencing vulnerabilities.

Organizational Effectiveness: Funds are available to support one-time initiatives that increase an organization's effectiveness in supporting Calgarians experiencing vulnerabilities.

Emerging Social Issues

Organizational Effectiveness

Select only one

Is the request for these funds aimed at supporting a specific program funded by the City of Calgary?

If the request for capacity-building funds is connected to an existing program funded by the City of Calgary, include the name here. Otherwise you may leave this field blank

100 character max, optional

Describe the emerging social issue or organizational need that your capacity-building initiative will address (include evidence to illustrate the need)

2,000 character max, required

Briefly state the goal of your capacity-building initiative.

1000 character max, required

Describe the capacity-building initiative.

Include who the initiative is aimed at, what capacity will be built, where and how it will be delivered, and when.

4,000 character max, required

How will this initiative address an emerging social issue or organizational need?

2,000 character max, required

How will this initiative meet the needs of Calgarians experiencing vulnerabilities?

2,000 character max, required

What are the intended outputs and outcomes of this capacity-building initiative? How will they be tracked and measured?

2,000 character max, required

In the spirit of continuous improvement, what feedback can you offer us regarding this application process?

2,000 character max, optional