



**The Mental Health Literacy Community
Training and Education Project
2023 Application Form**

Application due by

ALL INFORMATION PROVIDED IS PUBLIC

Description of funding:

In March 2021, Council approved \$14 million in support of the Calgary Mental Health and Addiction Community Strategy and Action Plan and its three outcome areas of Being Well, Getting Help and Staying Safe. To support the outcomes of the Strategy, the City of Calgary is seeking support in implementing Action 2B: Expanding the reach of mental health literacy training and education programming to wider audiences targeting service providers and community groups who work with youth.

The successful organization(s) will support sector collaboration and the delivery of mental health literacy programming organized by and for Indigenous, Black and diverse Racialized communities. This project's primary objective is to increase the knowledge of children, youth, and their families about mental health, mental illness, how to support positive mental health, and when to seek help.

Organization Information

Organization Name <i>(legal name)</i>	
Registration Number <i>(For example: Societies Act of Alberta, Companies Act of Alberta or Business Corporations Act)</i>	
Mailing Address	
Street Address <i>(if different from above)</i>	
Website	
Primary Organization Contact <i>(with signing authority who has approved submission of this proposal)</i>	
Project Lead <i>(if different from contact for organization)</i>	
Phone Number	
Email Address	

Organization Effectiveness	Yes	No
Does your organization have the following in place? These documents are not a requirement for consideration, they will serve as one element of the review panel's assessment of organizational capacity to offer the proposed project.		
• Board Governance model or bylaws	<input type="checkbox"/>	<input type="checkbox"/>
• Organizational structure chart	<input type="checkbox"/>	<input type="checkbox"/>
• Strategic Plan, including vision and mission	<input type="checkbox"/>	<input type="checkbox"/>

<ul style="list-style-type: none"> • Business Plan for each proposed project • Operational policies and practices (e.g. Financial Policies; Human Resource Plan, Business Continuity Plan, Diversity and Inclusion policies, Information and Technology Plan etc.) • Adequate liability insurance (No less than 2 million dollars Commercial General Liability insurance including The City as an additional insured) • Audited financial statements for previous year 	<input type="checkbox"/>	<input type="checkbox"/>
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If the above documents are not available, provide alternative attachments, documents, or media and provide rationale as to how these attachments demonstrate your organizations capacity to lead this work.

Additional documents, attachments or media can be uploaded in the Documents tab in this application. Complete only if you have additional information you would like to share.

Text, Optional, 1000 characters max

Briefly describe your organization.

Text, Required, 3000 characters max

Please provide an overview of your experience and capacity providing mental health literacy to youth within the communities and/or population groups you intend to serve in this proposal.

Points to consider: Has your organization completed similar work before? Is your organization ready to support this proposed project/initiative-starting immediately?

Text, Required, 3000 characters max

Partnership Information

Are you proposing a partnership with another organization for this funding application?

- .. Yes
- .. No

If this is a partnership, please provide the organization name(s) and contact information below.

Text, Optional, 1000 characters max

Describe the contribution and/or role of each partner.

Text, Optional, 2000 characters max

Are the partners named above aware and in agreement with this funding application?

- .. Yes
- .. No
- .. Not applicable

Project Information and Alignment

Project Information

Project Name:	
Project Start Date:	
Project End Date:	

	<input type="checkbox"/>	Existing project or initiative
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Please identify which type of project is being implemented <i>(Select only one)</i>	<input type="checkbox"/>	Enhancements to an existing project or initiative
	<input type="checkbox"/>	New or innovative project or initiative

Please identify the project's approach <i>(Select only one)</i>	<input type="checkbox"/>	Project supporting mental health literacy among youth within a targeted community or population group
	<input type="checkbox"/>	Convening sector partnerships to develop a coordinated approach to mental health literacy for Indigenous, Black and diverse Racialized youth.

Identify the age group of the participants that the initiative/project will serve/support <i>(Select all that apply)</i>	<input type="checkbox"/>	Ages 6-11 Children (and their families if applicable)
	<input type="checkbox"/>	Ages 12-17 Youth (and their families if applicable)
	<input type="checkbox"/>	Ages 18 + Young Adults (and their families if applicable)

Project Delivery Location(s) Provide the postal code for each location the project will operate or indicate if the project will be delivered exclusively online. <i>Text, Required, 500 characters max</i>

Share with us your commitment and connection to the communities you are serving through this project. For this funding opportunity, priority will be given to organizations led by Black, Indigenous and diverse Racialized community members working with youth. Points to consider: Is this project designed by and for members of the community being served? How will members of the community served be engaged throughout the project's delivery? Describe how the needs of the above Black, Indigenous and diverse Racialized youth be addressed. If there are none to be considered, provide a rationale as to why. <i>Text, Required, 3000 characters max</i>

Project Description What is the community need as it relates to mental health literacy from your organization's perspective <i>(A short description of the need for the project).</i> <i>Text, 2000 characters max, required</i>
What is the goal? <i>(A brief statement about the ultimate goal of the project)</i> <i>Text, 1000 characters max, required</i>
Describe the specific strategies that will be used to achieve the goal <i>(including <u>who</u> the initiative or project is aimed at (priority population groups), <u>what</u> will be done, <u>where</u> and <u>how</u> it will be delivered, <u>when</u> and <u>what timeframe</u>.)</i> <i>Text, 4000 characters max, required</i>

Rationale

How will your strategy expand the reach of current evidence-informed mental health literacy training and education outside of the school setting to address gaps in delivery and barriers to mental health literacy. Provide a summary using research, examples and/or experience that supports your approach.

Text, Optional, 3000 characters max

Systems Integration:

How does this proposed project/initiative align with existing programs and services available in the community? What sets this proposed project/initiative apart from others (unique value proposition)? How will this project/initiative work with others in the community?

Text, Optional, 3000 characters max

Safety:

Please describe how your proposed project/initiative will foster an environment of psychological safety among community members, volunteers and staff.

Text, Optional, 3000 characters max

Project Evaluation and Outcome Measurement**Select which outcomes your project contributes to.**

- *Process Outcome: Collaborative relationships have been formed to coordinate the delivery of mental health literacy information and programming.*
- *Medium-term Outcome (6 - 24 months): Children, youth and their families in Calgary have knowledge and language about mental health, mental illness, how to support positive mental health, and when to seek help.*
- *Long-term Outcome (2 - 5 years): Calgarians are able to cope with the stresses and strains of daily life at school and have access to supports and services when needed.*

Select which indicators the project seeks to achieve. Select all that apply.

- More Calgarians report a strong sense of community and belonging.
- More Calgarians experience strong social support/ availability of natural supports.
- More Calgarians report improved ability to cope with stresses and strains of everyday life.
- More Calgarians report increased opportunities for Calgarians to connect within their communities.
- More Calgarians report improved knowledge about mental health and addiction
- Other:

Describe how the outcomes and indicators above will be tracked and measured?

2000 characters, required

Outcome Measurement & Evaluation:

Describe which additional outcomes and indicators will be tracked as part of this project or initiative

Text, 2000 characters max, optional

Describe how any additional project or initiative outcomes and indicators will be tracked and measured

Text, 2000 characters max, optional

Given the limited term of this funding opportunity, please describe your plan upon the end of the funding term.
What steps will you take to ensure sustainability beyond the term of the funding (if planning to continue)?

Text, Required, 3000 characters max

What are the implications to this project and organization if you do not receive the full amount requested?

Text, Required, 1000 characters max

Reflections

How will your organization communicate the positive impact of this funding in the community?

Text, 1000 characters max, required

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

Text, 1000 characters max, optional

Budget Form Application Guide

This column should indicate your organisations' (not program) most recent total budget for reference.

This section does not apply as this is a new funding opportunity. Leave column at \$0

This column should show the proposed budget request showing only where City of Calgary funding will be allocated for each year of the initiative.

Budget

This should indicate your most recent (or proposed) budget for this program including any funding received from City of Calgary and other funders.

Item Name	Current Approved Budget	2022 MHLiteracy Allocation	2023 Budget for Program Including All Funding Sources	2023 MHLiteracy Funding Allocation	2024 MHLiteracy Funding Allocation	2025 MHLiteracy Funding Allocation
Personnel						
Total Personnel	\$0	\$0	\$0	\$0	\$0	\$0
Travel and Parking						
Total Travel and Parking	\$0	\$0	\$0	\$0	\$0	\$0
Materials and Supplies						
Total Materials and Supplies	\$0	\$0	\$0	\$0	\$0	\$0
Other						
Total Other	\$0	\$0	\$0	\$0	\$0	\$0
Total Expenses	\$0	\$0	\$0	\$0	\$0	\$0
Revenue						
Total Revenue	\$0	\$0	\$0			
MHLiteracy Funding	\$0	\$0	\$0	\$0	\$0	\$0
% of MHLiteracy Funding	0%	0%	0%			

This section should indicate the funding amount (& % of budget) that the organisation is asking for from through this funding