

2026 Safer Together Capacity Building Fund

Applicant Guide



Contents

Background	3
Fund Description	3
Application period	3
Funding Amount and Term	3
Collaborative Action Alignment and Expected Outcomes.....	4
Eligibility	5
How to Apply	7
Assessment	8
Reporting	10
Contact Us.....	10
Application Checklist.....	10
Frequently Asked Questions	11
Glossary	12

Background

On May 26, 2026, Council approved [Safer Together: A Community Safety and Wellbeing Plan for Calgary](#). The Safer Together Plan focuses on improving coordination between City services and community partners to create a city where everyone feels safe, connected, supported and that they belong.

The 2026 Safer Together Capacity Building Fund supports eligible non-profit organizations with one-time projects that strengthen organizational capacity and advance community safety and wellbeing.

Fund Description

The 2026 Safer Together Capacity Building Fund supports eligible non-profit organizations with one-time projects that strengthen their capacity and advance one selected Safer Together collaborative action. Projects should contribute to creating a Calgary where everyone feels safe, connected, and that they belong.

Through investments aligned with the Safer Together Plan, the funding will help organizations build the skills, systems, partnerships, and capacity needed to respond to the needs of Calgarians.

Eligible projects must advance at least one of the following collaborative actions.

- ☐ Co-create and coordinate neighbourhood activities and community-rooted initiatives that promote connection.
- ☐ Enhance preventative approaches to domestic and gender-based violence.
- ☐ Strengthen the understanding of emotional wellbeing and what information and supports are available.

Application period

Applications will be accepted through the [Funding Information Management System \(FIMS\)](#) from September 11, 2026, to October 8, 2026, at 5:00 p.m. Late applications will not be accepted unless an extension is approved at least **two business days** before the application deadline.

To request an extension, email fundingproposals@calgary.ca, and indicate the rationale for the request.

Funding Amount and Term

Approximately \$2.4 million is available through the 2026 Safer Together Capacity Building Fund. Organizations may apply for up to \$80,000 for one clearly defined, one-time capacity-building project. There is no minimum funding request. Funding requests must be based on actual project costs, clearly connected to eligible expenses, and supported by a clear budget. Requests over \$80,000 will be considered ineligible.

All successful projects should be completed and approved funds must be spent by **December 31, 2027**.

Important note: Applications for this funding call will be reviewed through a competitive process. Applicants are encouraged to submit a clear, well-supported request that reflects the actual cost of the proposed one-time project. Funding decisions will consider Safer Together alignment, eligible and reasonable costs, budget strength, expected community benefit, and available funding. In some cases, The City may offer partial funding for the parts of a project that are most clearly aligned and eligible.

Collaborative Action Alignment and Expected Outcomes

The 2026 Safer Together Capacity Building Fund will prioritize projects that clearly describe how the project activities and intended outcomes align with the selected collaborative action. Projects should also consider how equity, Truth and Reconciliation, anti-racism, Indigenous priorities, cultural safety, collaboration, and knowledge sharing apply to the project, where relevant.

Each collaborative action includes project examples to help guide applicants. Eligible activities are not limited to these examples but will need to align with the considerations for each collaborative action.

Collaborative Action: Co-create and coordinate neighbourhood activities and community-rooted initiatives that promote connection.

Project examples may include:

- Research, engagement, or community-led planning to better understand what neighbourhood activities or community-rooted initiatives are needed.
- Evaluation of existing neighbourhood work to identify gaps, barriers, opportunities, and ways to improve community connection.
- Development of tools, partnerships, coordination approaches, or organizational processes that strengthen the organization's capacity to support community-rooted initiatives.

Collaborative Action: Enhance preventative approaches to domestic and gender-based violence.

Project examples may include:

- Staff training or organizational learning on domestic and gender-based violence prevention, using equity, anti-racism, cultural safety, and trauma-informed approaches.
- Community engagement or research to identify barriers, prevention opportunities, Indigenous priorities, and culturally grounded approaches related to domestic and gender-based violence prevention.
- Development of tools, referral pathways, or organizational processes that improve how organizations share information, coordinate supports, and respond to domestic and gender-based violence prevention needs.

Collaborative Action: Strengthen the understanding of emotional wellbeing and what information and supports are available.

Project examples may include:

- Knowledge sharing, learning workshops, and culturally relevant information to help organizations and the communities they serve understand emotional wellbeing and available supports.
- Indigenous-led and Indigenous-serving projects that strengthen community capacity, cultural connections, relationships, reconciliation, and wellbeing.
- Development of tools, training, resources, or engagement approaches that help organizations support emotional wellbeing through equity, Truth and Reconciliation, anti-racism, cultural learning, and access to supports.

Expected Outcomes

Projects must contribute to one selected collaborative action and should reflect the foundations of Safer Together: equity, Truth and Reconciliation, and anti-racism. Where relevant, projects should show how they incorporate, Indigenous priorities, cultural safety, collaboration, and knowledge sharing into their design and outcomes.

Projects may contribute to outcomes such as:

Collaborative Action: Co-create and coordinate neighbourhood activities and community-rooted initiatives that promote connection

- Increased community connection, belonging, and participation.
- Stronger neighbourhood relationships and community networks.
- Increased collaboration among residents, organizations, and community partners.
- Improved community-rooted approaches that reflect equity, Truth and Reconciliation, and anti-racism.

Collaborative Action: Enhance preventative approaches to domestic and gender-based violence.

- Increased awareness and understanding of domestic and gender-based violence prevention.
- Improved prevention-focused resources, tools and approaches.
- Stronger collaboration among organizations working to prevent domestic and gender-based violence.
- Improved prevention approaches that reflect equity, anti-racism, cultural safety, trauma-informed practice, and Indigenous priorities, where relevant.

Collaborative Action: Strengthen the understanding of emotional wellbeing and what information and supports are available.

- Increased awareness and understanding of emotional wellbeing.
- Improved access to information about available supports and resources.
- Increased organizational capacity to promote emotional wellbeing.
- Strengthened knowledge sharing, cultural learning, and resource development that support emotional wellbeing, inclusion, reconciliation, and community connection.

Eligibility

Organizational Eligibility

- Eligible applicants must be registered/incorporated non-profit organizations that operate within Calgary city limits and have an elected volunteer Board of Directors. Organizations must be registered under one of the following:
 - The Alberta Societies Act;
 - The Alberta Companies Act;
 - The Canada Not-for-Profit Corporations Act; or
 - The Canada Business Corporations Act.
- Community-led organizations, including smaller organizations, are encouraged to apply. These organizations may include those with:
 - an annual operating budget of less than \$250,000, and/or
 - four or fewer full-time equivalent staff positions
- Organizations must be in good standing with The City of Calgary. Organizations with a previous, or existing, funding agreement must have fulfilled all reporting and other contractual requirements or have no other conditions that would disqualify them from additional funding.
- Smaller organizations that may have less experience applying for funding may request additional support in navigating the application process by emailing fundingproposals@calgary.ca.

Project & Expense eligibility

Only one application per organization for a one-time project may be submitted.

This section explains what types of projects and costs may be funded. An eligible project would be a clearly defined one-time activity, has a clear start and end date, builds organizational or community capacity, and shows strong alignment with Safer Together priorities and collaborative actions.

Eligible expenses may include:

- Project wages or consultant fees
- Travel and parking
- Materials and supplies
- Technology, such as hardware or software
 - Explain why the technology is needed for the project, how it will support project delivery, and how it connects to Safer Together outcomes
- Collaboration expenses
 - Costs related to joint meetings, shared resources, and partnership activities.
- Rent or lease expenses
 - Only for the space intended for project delivery
- Administrative costs that are needed to complete the project:
 - Administrative costs may be included when they are reasonable, directly connected to the project, and do not exceed 15% of the funding request. General operating costs that are not tied to the project are not eligible.
- Contractual requirements:
 - Commercial General Liability insurance of at least Two Million Dollars (\$2,000,000.00), with The City of Calgary listed as an additional insured.

NOTE: The cost associated with obtaining insurance should be included in the application budget, as it is an eligible expense.

- Projects must be completed and all approved funds must be spent by December 31, 2027. Funding cannot be used for ongoing maintenance, ongoing operations, or ongoing staffing after the project ends.

Ineligible Projects & Expenses

The 2026 Safer Together Capacity Building Fund **cannot** be used for

- Ongoing programs and services.
- Multiple projects within a single application.
- Projects that do not align with one of the selected collaborative actions.
- Projects that primarily provide direct client support such as money, food, or shelter.

Ineligible expenses include:

- The purchase of land or building;
- The construction or renovation of a building;
- The purchase of motor vehicles;
- Operational and administrative costs beyond those related directly to the proposed project;
- Client support expenses, including money, food, clothing, or shelter;
- Municipal property taxes and levies;
- Any payments to a member of a board or committee;
- Fundraising events or campaigns;
- Entertainment and hospitality;
- Fines, penalties, or legal fees; or
- Pre-agreement expenses.

How to Apply

Applications must be submitted online through FIMS between September 11, 2026 – October 8, 2026, at 5:00 p.m. Late applications will not be accepted unless an extension is approved at least **two business days** before the deadline. Late applications received without an approved extension will not be considered.

Step one – Before you apply

Before submitting an application, organizations are encouraged to review all the guidelines and requirements on the web page, prepare the necessary documentation, and ensure the following steps are completed:

- Review the sample application form (non-fillable) as a reference to help you understand the type of information required.
- Consult this Applicant Guide to verify that your application aligns with the objective of the fund.
- Register for the [Funding Information Management System \(FIMS\)](#)
- Upload your organization's Certificate of Incorporation and most recent [provincial](#) or [federal](#) annual return in FIMS.

Step two – Application

All eligible organizations must apply through the Funding Information Management System (FIMS).

Organizations that don't have a FIMS account must register before accessing an application.

Organizations access FIMS with a [myID business account](#), which is a single sign-on approach used by businesses and organizations to access City services online. To register for a myID business account, organizations should obtain a [business ID number here](#), and then [register their primary email address here](#). Finally, set up a myID business account by visiting [myid.calgary.ca](#), using the business ID number and registered email address. Learn about how to obtain a myID business account and register for FIMS, and review the [FIMS training modules](#).

Questions about accessing FIMS may be directed to fundingproposals@calgary.ca. Alternate options to apply will be provided to organizations that encounter difficulties in accessing FIMS prior to the application deadline. Successful applicants will need to set up a FIMS account for payment and reporting purposes.

Step three – Supporting documents

In addition to submitting your application through FIMS, the following documents should be uploaded to FIMS by the application deadline:

- Certificate of Incorporation
- Organizational Bylaws
- List of current Board of Directors

Step four – After you have applied

The City of Calgary will review applications, and applicants will be notified of funding decisions by late November to early December 2026.

Applicants may be asked to submit additional documents or answer questions to support the review and decision process.

Successful applicants will need to provide proof of Commercial General Liability (CGL) insurance in an amount not less than Two Million Dollars (\$2,000,000.00) inclusive, with The City of Calgary listed as an additional insured. This may take time to accomplish, so it is advised to look into this process with your insurance provider early. Organizations are encouraged to include the costs associated with insurance in the application's budget section.

Unsuccessful applicants may request feedback on why the application wasn't successful and what could be done differently in the future. Requests for feedback should be sent to fundingproposals@calgary.ca.

Assessment

Only one application per organization for a one-time project may be submitted.

All submitted applications will undergo a fair and consistent review process. Requests for funding will likely exceed the funds available; therefore, priority will be given to eligible one-time projects that demonstrate the strongest alignment with the selected Safer Together collaborative action.

The strongest projects would demonstrate potential impact on community safety and wellbeing; and where relevant, support Indigenous inclusion, relationship-building, and Truth and Reconciliation initiatives.

Applications will be evaluated based on the following criteria:

Application Assessment

- Application is received by October 8, 2026, at 5:00 p.m. Late applications will not be assessed unless an extension is approved at least two business days before the application deadline. To request an extension, email fundingproposals@calgary.ca and include the rationale for the request.
- Only complete applications will be considered. Applications that are missing required information or attachments will not be assessed.
- The organization and project align with the fund's objectives and demonstrate strong alignment with one selected collaborative action: neighbourhood connection, domestic and gender-based violence prevention, or emotional wellbeing information and supports.
- Demonstration that the project is clearly a one-time project, with the ability to spend the funds by December 31, 2027.
- Ongoing programs will not be funded.

Organizational Assessment

- Organization is a registered non-profit organization and a legal entity in good standing.
- Organizations with an existing funding agreement with The City of Calgary must have fulfilled all reporting and other contractual requirements or have no other conditions that would disqualify them from additional funding.
- Organization operates within Calgary city limits.
- Organization demonstrates the ability to meet contractual requirements.
- Organization can initiate the project as soon as the funding agreement is signed.
- If partnerships with other organizations are identified, they are named, and their roles are clearly identified (if applicable).

One-time Project Eligibility Assessment

- A clear explanation of the community need, the selected collaborative action, the project activities, and how the project will build organizational capacity to contribute to the intended outcome of that action.
- The impact of the project on Calgarians is clearly articulated, with a clear outline of intended measures for evaluating impact and the expected outcomes connected to the selected collaborative action.

- The requested funding amount is reasonable for the size and scope of the proposed one-time project, clearly connected to eligible project costs, and supported by a clear budget.
- The proposed project is a clearly defined, standalone project with a specific purpose, scope, and intended outcomes.

Reporting

Project reports collect information on outputs, outcomes, clients/participants, contacts, partnerships, and success stories. The project-end report and financial report must be submitted in [FIMS](#) by **April 1, 2028**.

Project-end Report

Successful applicants will need to complete a project-end report including details on project activities, outputs, outcomes, partnerships, success stories, use of funds, and community impact. Applicants will be asked to describe how the project contributed to the selected Safer Together collaborative action.

Financial Reporting

To ensure funds are expended as approved, organizations must submit an unaudited project financial statement by April 1, 2028. This should include revenues and expenses of project funds, signed by two officers of the organization with signing authority.

Failure to meet reporting requirements may result in termination of the funding agreement and may affect future funding eligibility.

Contact Us

If you have any questions during or after this application period, please contact us.

If you have identified barriers with this call for funding proposals or would like to suggest ideas on how to make this funding more accessible and equitable, please contact us. We are committed to integrating feedback when possible.

All inquiries can be emailed to fundingproposals@calgary.ca.

Application Checklist

Applications are being accepted through the [Funding Information Management System \(FIMS\)](#) until October 8, 2026 at 5:00 p.m. Due to the high volume of applications and the time needed to review them, late applications will not be accepted unless an extension is approved at least two business days before the application deadline. Those seeking an extension should email fundingproposals@calgary.ca.

Before you apply:

- Review the 2026 Safer Together Capacity Building Fund Applicant Guide in its entirety.
- **Optional:** Download the non-fillable copy of the application form for review in advance of completing the application in FIMS.

Setting up Funding Information Management System (FIMS):

- Review the FIMS [frequently asked questions](#).
- Complete [FIMS online training modules](#).
- Organizations that do not have a [FIMS](#) account must set up a [myID](#) business account in order to register.
 - ☐ To obtain a business ID number, visit [Calgary.ca/startbusiness](#) or call 403-268-5311.
 - ☐ Register your primary email address online at [Calgary.ca/businessemail](#) or call 403-268-5311.
 - ☐ Set up your myID business account by visiting [myid.calgary.ca](#) and use your existing business ID number and your registered email address.
- Create a FIMS account and set up the organization profile before creating a funding application. This step can take three to five business days to finalize, so organizations are advised to allow ample time to create these accounts.

Application Submission Process:

- Upload the following supporting documents through FIMS by the application deadline:
 - ☐ Certificate of Incorporation
 - ☐ Organizational Bylaws
 - ☐ List of current Board of Directors
- Access the application in FIMS under the 'Available Funding' section.
- Complete and submit the application.
- If you have any questions during the application period, please contact us and we will respond within three business days. Email: fundingproposals@calgary.ca

Frequently Asked Questions

1. How does this funding align with Safer Together?

This funding supports Safer Together by investing in one-time projects that advance one selected collaborative action from Calgary's Safer Together Plan. Projects must contribute to community safety and wellbeing through connection, prevention, emotional wellbeing, or domestic and gender-based violence prevention. Safer Together priorities and collaborative actions can be reviewed here: <https://www.calgary.ca/major-projects/community-safety/safer-together.html>

2. How does this funding align with Indigenous priorities?

The funding may support Indigenous-led and Indigenous-serving projects when they clearly align with one selected collaborative action and strengthen community safety, wellbeing, connection, prevention, or emotional wellbeing. Projects should be community-informed, respectful, and connected to the purpose and outcomes of the fund.

3. What types of projects are eligible for funding?

Eligible projects are clearly defined, one-time projects that align with one selected collaborative action only and demonstrate a clear community benefit. Examples may include neighbourhood

planning, community-led connection initiatives, prevention-focused education related to domestic and gender-based violence, development of tools or resources, community outreach, partnership development, training, or capacity-building related to emotional wellbeing.

4. **How can organizations advance “Equity, Diversity, Inclusion and Anti-Racism”?**

Organizations can advance Equity, Diversity, Inclusion and Anti-Racism by embedding equitable and anti-racist practices into policies, procedures, governance, service approaches, hiring, engagement, and decision-making. Eligible projects may help advance Safer Together priorities by reducing barriers, improving access, strengthening culturally responsive practice, and creating conditions where equity-deserving communities can participate, lead, and thrive.

5. **How can organizations support Truth and Reconciliation efforts?**

Organizations can support Truth and Reconciliation by strengthening relationships with Indigenous communities, incorporating Indigenous knowledge and community priorities in respectful ways, building cultural learning and organizational readiness, and supporting Indigenous-led or Indigenous-serving projects. Projects should be community-informed and avoid tokenistic or one-time activities that do not build meaningful capacity.

6. **Can the total project cost be more than \$80,000?**

Yes. The total project cost may be more than \$80,000. However, the amount requested from this fund cannot exceed \$80,000. Applicants must clearly identify any additional funding sources that will support project expenses above this limit.

Glossary

- **Anti-racism** is recognizing the existence of racism and taking active steps to name, challenge, and eliminate it at all levels (individual, and structural) and spheres of life.
- **Capacity-Building** – Building the capacity of an organization or community involves strengthening the resources, capabilities, knowledge of a group, with the end goal of strengthening that group’s ability to achieve its mission and vision and increase its measurable impact. (*Adapted from: Huffman, D., Thomas, K., & Lawrenz, F. (2008). American Journal of Evaluation, 29(3), 358-368.*).
- **Certificate of Incorporation** – An organization can be incorporated under federal, provincial, or territorial statutes. Certified means that the documents have an effective date and are stamped or signed by the appropriate incorporating authority.
- **Community** – is a group of people sharing common characteristics or interests. It can be either a geographically based group of persons, or a group with shared interests or common demographic composition irrespective of their physical location.
- **Community-based organization** – Non-profit, non-governmental, or charitable organizations that represent community needs and work to help them. Community-based organizations may be associated with a particular area of concern or segment of the community. For the purposes of this fund, eligible community-based organizations are those that are led by members of the community they serve and have an annual operating budget of less than \$250,000 a year or have four or fewer full-time equivalent (FTE) staff positions.
- **Community safety** is creating conditions that support the security of people to be and feel free from harm, danger, and discrimination, and creating the conditions that reduce risk.

- **Diversity** refers to the variety of characteristics that make people different from one another. These include: social, economic, cultural, spiritual, physical characteristics, as well as ideas, perspectives and values.
- **Domestic violence** is a behaviour in an intimate or familial relationship where actual or threatened use of force is present. It may include a single act of violence, or a number of acts forming a pattern of abuse (e.g., physical, emotional, psychological, sexual abuse)
- **Emotional wellbeing** is an ability to recognize, manage and express emotions in healthy ways, cope with stress, build healthy relationships and function in daily life in a way that feels stable and meaningful.
- **Equity** refers to the practice of treating everyone with fairness by taking into account individual differences and social conditions. It requires recognition of respective needs and removing barriers (often systemic) for everyone to be successful. The result of equity is that all people have equal opportunity to benefit.
- **Full-time equivalent (FTE) staffing position** – An FTE is a unit of measurement used to figure out the number of full-time hours worked by all employees in an organization. A full-time job is one in which a person works 30 or more hours a week. A person working 30 hours a week is considered one (1) FTE. Someone who works 15 hours a week would be considered a half (0.5) FTE. You can calculate the number of FTEs in your organization by adding everyone's average weekly working hours and dividing by 30.
- **Funding Information Management System (FIMS)** – A secure, online platform for non-profit organizations to manage their organization's profiles, manage their reporting requirements, and apply for funding for social programs and services.
- **Gender-based violence** refers to harmful acts directed at an individual based on their gender.
- **Inclusion** refers to a culture of belonging where everyone is able to do their best by being valued and respected for their differing individualities, opinions, thoughts, and ideas.
- **myID** – An online service that provides citizens and business owners access to multiple City of Calgary services using a single account. A myID business account is required to access the Funding Information Management System (FIMS).
- **Organizational Effectiveness** – Developing the capabilities of an organization to improve its effectiveness and sustainability. (*Cornforth, C., & Mordaunt, J. (2011). Voluntas, 22(3), 428-449.*).
- **Program** – A program is an ongoing activity or service offered by an organization, usually involving clients that benefit from their participation in the service.
- **Project** – An activity with a clear beginning and end, with clear deliverables at the end.
- **Truth and Reconciliation** is a call to share and honour the history and authentic experiences of Indigenous communities to establish mutually respectful relationships between Indigenous Nations and non-Indigenous people.
- **Unaudited financial statement** – Unaudited financial statements are prepared by an accountant, include all project revenue, all eligible expenses, and any accrued interest on the grant that has been used for the approved project, and are signed by two (2) officers of the organization with signing authority.
- **Wellbeing** is the diverse conditions that impact someone's ability to meet their needs related to education, healthcare, food housing, income, social supports, and cultural expressions.

Wellbeing includes a variety of dimensions, namely economic, environmental, emotional, physical, spiritual, intellectual, cultural, and social.