2025 Capacity Building Fund
Application

Description of fund:

The 2025 Capacity Building Fund is designed to empower eligible non-profits for one-time projects that enhance social impact and address emerging issues by strengthening organizational effectiveness. This fund supports organizations in building internal capacity to become more effective, sustainable, and responsive to Calgarians experiencing vulnerabilities. Eligible projects focus on increasing adaptive or technical capacity, going beyond regular operations or program activities to strengthen the organization's overall sustainability and responsiveness.

Eligible one-time projects must be completed, and funds spent, by December 31, 2025.

Applicants must upload their most recent approved provincial or federal annual return, or an organizational financial statement in the Documents section of FIMS. Please DO NOT attach or link additional documents to this application.

To learn more about the Capacity Building Fund, or if you have questions about this form, please contact fundingproposals@calgary.ca.

All information provided is public.

Organization Information	
Organization Name	*Multi-line, 100 character max, required*
Year of Registration	*Multi-line, 100 character max, required*
Act Registered Under	• The Alberta Societies Act • The Alberta Companies Act • The Canada Not-for-Profit Corporations Act • The Canada Business Corporations Act • Other *drop-down list, required*
If you selected "Other," identify what act your organization is registered under	*Multi-line, 100 character max, optional*
Organizational Operating Budget	• Less than or equal to $250,000 • Greater than $250,000 *drop-down list, required*
Organizational Staffing	• 0 to 4 full-time equivalent staffing positions • 5 or more full-time equivalent staffing positions *drop-down list, required*
If your application is successful, will you obtain adequate liability insurance (no less than 2 million	*Boolean (Yes/No)*

dollars Commercial General Liability insurance including The City as an additional insured)? *Description: The costs associated with obtaining insurance are an eligible expense and should be included in your budget.* ***The ability for successful organizations to be awarded funding is contingent upon meeting this requirement in a timely manner.***	
If your application is successful, will you provide an audited financial statement of expenses within three months after your organization's fiscal year-end? *Description: The costs associated with conducting and audit are an eligible expense and should be included in your budget.* ***The ability for successful organizations to be awarded funding is contingent upon meeting this requirement in a timely manner.***	*Boolean (Yes/No)*
Have you uploaded a copy of your organization's most recent annual return or financial statement in the Documents section of FIMS?	*Boolean (Yes/No)*
If you answered "No" to the previous question, please explain.	*Multi-line, 200 character max, optional*

1. What is the overall goal or priority of your organization? *This could be your mission, vision, purpose or some other guiding statement.*
Multi-line, 2,000 character max, required

2. Describe how your organization serves Calgarians experiencing vulnerabilities. *Although everyone can experience vulnerability at some point in their lives, funding will be prioritized for organizations that consider intersectionality and support Calgarians whose multiple identities, such as ability, age, ethnicity, gender, immigration status, Indigeneity, race, sexual orientation, and socio-economic status may lead to multiple vulnerabilities.*
Multi-line, 2,000 character max, required

Project Information
3. Project Name
Multi-line, 100 character max, required

4. Project Start Date
Multi-line, 100 character max, required

5. Project End Date
Multi-line, 100 character max, required

6. Project Description

Provide a brief description of the project and its intended impact. This description is used when sharing approved programs with Council and on our public website.

Multi-line, 500 character max, required

7. Identify which organizational priority your project best aligns with:

- Good Governance
- Community Needs and Mobilization
- Digital Transformation
- Change Management
- Financial Sustainability
- Mental Health and Wellbeing
- Learning and Development
- Data and Impact
- Equity, Diversity, Inclusion & Anti-Racism
- Truth and Reconciliation

Drop-down list, required

8. Describe your capacity-building project.

Provide a detailed overview of your project, including the specific plan, processes, or approaches that will be used. Explain who the project is aimed at, what activities will be carried out, and where, when, and how they will be implemented.

Multi-line, 4,000 character max, required

9. **Why is this project approach the most appropriate for addressing your organization's needs?**

Explain how this project addresses the specific organizational need you have identified. Highlight why this approach is suitable and how it will strengthen your organization's capacity. Include evidence to illustrate the need, such as observations, reflections, community testimonies, data, evaluations, or recommendations from Elders and Knowledge Keepers.

Multi-line, 4,000 character max, required

10. What impact will this project have on your organization's ability to serve Calgarians experiencing vulnerabilities?

Describe how the project will improve your organization's services and the outcomes for the vulnerable populations you serve. Consider both the direct impact on your clients and any broader organizational benefits.

Multi-line, 2,000 character max, required

11. What are the key indicators your organization plans to track to measure the success of this project?

Outline the metrics or outcomes you intend to measure that will help demonstrate the project's progress and potential impact.
Multi-line, 2,000 character max, required

12. Considering the limited duration of this funding, what is your plan for the project after the funding period ends? If you intend to continue the project, what steps will you take to ensure its sustainability beyond the funding term?
Multi-line, 2,000 character max, required

Data Collection (OPTIONAL)

The questions in this section are being asked to gather data in support of The City's commitment to continuous improvement, diversity, equity, inclusion, and anti-racism. All questions in this section are optional and therefore do not need to be completed to submit your application. Answers will not have an impact on the success of your application.

13. For the purposes of planning future funding opportunities, what other issues or challenges is your organization facing that are not addressed in your proposed project?
Multi-line, 2,000 character max, optional

14. In the spirit of continuous improvement, what feedback can you offer us regarding this application process? Please share any barriers that you faced in applying.
Multi-line, 2,000 character max, optional

15. Is your organization led by a majority (51% or more) of individual(s) from the following groups?
Indigenous, Black or diverse Racialized Peoples community; *Yes or No, Optional* **Gender diverse community;** *Yes or No, Optional* **LGBTIQ2S+ sexually diverse community** *Yes or No, Optional*

16. Does your organization have a majority (51% or more) of programming specifically for the following groups?
Indigenous, Black or diverse Racialized Peoples community; *Yes or No, Optional* **Gender diverse community;** *Yes or No, Optional* **LGBTIQ2S+ sexually diverse community**

16. Does your organization have a majority (51% or more) of programming specifically for the following groups?
Yes or No, Optional

17. If you wish, you may provide any important information to elaborate on the response(s) selected above.
Text, 1000 characters maximum, Optional