



# Civic Partner Community Safety Grant Program 2024 Grant Program Guide

December 2023

## Background

In November 2023, as part of the 2024 budget adjustments, Calgary City Council approved funding to support a Transit & Community Safety investment option. Up to \$2 million of the approved funding is targeted support for The City of Calgary's Civic Partners, as defined in the [Investing in Partnerships Policy](#), to address safety incidents and related escalated safety issues in the areas and community spaces surrounding a Partner's facility/facilities that impact the safety of visitors and Calgarians with a focus on the downtown.

To disburse this targeted one-time grant funding, The City is offering a 2024 Civic Partner Community Safety Grant Program. This guide outlines the key principles and approaches for the program.

## How to Apply

1. Review the guide in full and determine if your organization is eligible to apply.
2. Complete the [online grant application](#) and submit any required documents by midnight on Monday, January 29, 2024.
3. Provide any additional documents that may be requested during the review process.
4. To ensure a timely and fair process, no late applications will be accepted. Information submitted in grant applications may be made public.
5. If you have any questions, please contact your City partnership liaison (Civic Partnership Consultant or other partnership liaison) or email [partnerships@calgary.ca](mailto:partnerships@calgary.ca) with "Community Safety Grant Application" in the subject line.

## Application Deadline

Applications and all required documents must be submitted by midnight on Monday, January 29, 2024.

## Eligibility

Funding is available for current City of Calgary Civic Partners as defined in the [Investing in Partnerships Policy](#) that are in good standing with The City. If you are unsure if your organization is eligible, please reach out to your City liaison, or email [partnerships@calgary.ca](mailto:partnerships@calgary.ca).

## Program Focus

In alignment with Council's approval of Investment Option 17 in the 2024 budget adjustments, this one-time funding focuses on supporting Civic Partners to positively affecting safety in the areas and community spaces surrounding their facility/facilities to help enhance overall safety throughout Calgary for all Calgarians. It is one time funding.

## Ineligible Expenses



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Grant Funds cannot be used for any of the following costs:

- Increased staff compensation.
- To increase reserve funds.
- Ongoing capital maintenance or lifecycle costs.
- GST payable.
- Expenses that are already eligible for reimbursement through a different government program.
- For initiatives or programs that do not directly impact and improve safety in the areas and community spaces surrounding a Partner's facility/facilities to help enhance overall safety throughout Calgary for all Calgarians.

### **Application Review & Criteria**

City Administration will review all funding applications using fair and consistent review process based on the following criteria that align with the approval by Council:

- Clear demonstration that there is a need to address safety of visitors and Calgarians in and around the Partner's facility/facilities and/or the surrounding community spaces.
- Quantity and magnitude of safety incidents in and around the Partner's facility/facilities.
- Demonstration that the funding will contribute to one or more of the following results:
  - improved safety in the areas immediately surrounding a Partner's facility/facilities,
  - improved safety in the community spaces immediately surrounding a Partner's facility/facilities,
  - increase safety of visitors to a Partner's facility, or
  - Enhanced overall safety for Calgarians.
- Proximity to transit, in particular in the downtown area.
- Demonstration that the organization has challenges using existing cash flow, reserves or funding from any related foundations to meet the proposed initiative or work.
- A clear plan and budget that demonstrates that funding will be fully spent in the 2024 calendar year.
- A plan to sustain the initiative or work if required, recognizing that this is one time funding for 2024.

### **Funding Decisions**

It is anticipated that funding decisions will be confirmed by the end of February 2024. All applicants will be notified on the outcome of their application.

### **Reporting**

Grant recipients will be required to provide an interim report in Q2 2024 and final report 30 days after year end about the use of the funds, and may be requested to provide proof of how the funds were spent. They will also be required to submit audited financial statements for 2024 within 90 days of the organization's fiscal year end, or other timeline outlined in the partner's existing agreements with The City.



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In an effort to maintain transparency and accountability, The City will make the names of all recipients and funding allocation amounts available publicly.

### **Agreements & Payments**

All funding will require the execution of a formal grant agreement between The City of Calgary and the applicant, or an amendment of an existing funding agreement. Payments schedules will depend on the partner and type of funding required.

Partners not already set up for Electronic Fund Transfers (EFTs) from The City will need to complete a Supplier Direct Deposit Enrolment Application (F2347).

### **Return of Funds**

If funding is not expenses for the stated purposes by calendar year end 2024, the recipient must notify The City, and The City may require all or a portion of the funds be returned, or may approve the carry forward of the funds into the following calendar year for the approved purposes.