



Community Safety Investment Framework Fund 2025-2026 Application Form

Application due by **Thursday, July 18, 2024**

ALL INFORMATION PROVIDED IS PUBLIC

Description of funding

The Community Safety Investment Framework (CSIF) Fund aims to improve the wellbeing of Calgarians experiencing crisis by investing in programs and services that provide a primary or secondary crisis response. Through this call for funding proposals, up to \$6 million in funding will be available annually. Successful applicants will receive funding for up to two years (January 1, 2025, to December 31, 2026). For information on eligibility and criteria, visit calgary.ca/funding.

Organization Information

Organization Details	
Organization Name:	<i>Text, 100 characters maximum, Required</i>
Act Registered Under:	<i>Drop-down list, Required, Select only one:</i> ☐ The Alberta Societies Act ☐ The Alberta Companies Act ☐ The Canada Not-for-Profit Corporations Act ☐ The Canada Business Corporations Act ☐ Private Act of the Legislature ☐ Other
If you selected "Other", identify what Act that your organization is registered under:	<i>Text, 100 characters maximum, Optional</i>
Registration Number:	<i>Numerical, Required</i>
Year of Registration:	<i>Numerical, Required</i>
Website:	<i>Text, 100 characters maximum, Required</i>
Mailing Address:	<i>Text, 100 characters maximum, Required</i>
Primary Contact:	<i>Text, 100 characters maximum, Required</i>
Phone number:	<i>Text, 100 characters maximum, Required</i>
Email address:	<i>Text, 100 characters maximum, Required</i>

1. Have you provided the following documents?	Yes	No
<i>Applications submitted without these documents will be considered incomplete and will not be processed for funding consideration unless a valid explanation has been provided. If these documents have been previously submitted to The City within the past 12 months, they do not need to be provided again. In the</i>		

case of a proposed collaborative, these documents are required from the backbone organization (primary applicant and fiscal agent) only. Documents must be uploaded in FIMS in the 'Documents' section.		
Certificate of Incorporation	☐	☐
Organization Bylaws	☐	☐
List of Board of Directors	☐	☐
Organization's most recent provincial or federal annual return	☐	☐
Provide an explanation if your organization has not uploaded these documents.		
Text, 1000 characters maximum, Optional Click or tap here to enter text.		

2. Does your organization have the following policies in place? <i>These documents are not required at the application stage and do not need to be uploaded at this time. However, successful applicants will need to have these in place before funding is provided.</i>	Yes	No
Board Governance Policies <i>These policies set out the principles, rules, governing style, roles, responsibilities, and functions of the membership, board, board members, and board committees.</i>	☐	☐
Operational Policies <i>Policies on nepotism, confidentiality, conflict of interest, human resources, financial, and volunteer management that adhere to standards for not-for-profit organizations.</i>	☐	☐
Provide an explanation if your organization does not have these policies in place.		
Text, 1000 characters maximum, Optional Click or tap here to enter text.		

3. What is the overall goal or priority of your organization? <i>This could be your mission, vision, purpose, or some other guiding statement.</i>
Text, Required, 3000 characters max Click or tap here to enter text.

4. Provide an overview of your organization's experience providing crisis response programs and services to the communities and population groups you intend to serve.
Text, Required, 3000 characters max Click or tap here to enter text.

5. Is your Board of Directors representative of the community it serves?
Text, Required, 1000 characters max Click or tap here to enter text.

Program or Initiative Delivery

Program or Initiative Name:	
Contractual Start Date:	
Contractual End Date:	

☐	Existing program or initiative – A program or initiative that your organization currently offers.
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6. Identify which type of program is being implemented. <i>(Select only one)</i> Required	☐	New program or initiative – A program or initiative your organization is planning to offer in the future.
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7. Program or Initiative Delivery Location(s) <i>Provide the postal code for each location where the program will operate and/or indicate if the program will be delivered exclusively online.</i>
<i>Text, Required, 500 characters max</i> Click or tap here to enter text.

8. Program or Initiative Description <i>Provide a brief description of the program or initiative and its intended impact. This description is used when sharing approved programs with Council and on our public website.</i>
<i>Text, 500 characters maximum, Required</i> Click or tap here to enter text.

9. What need is the program or initiative addressing? <i>Provide a short description of the need for the program or initiative. Include any relevant statistical or contextual information about this need.</i>
<i>Text, 2000 characters max, required</i> Click or tap here to enter text.

10. What is the program or initiative goal? <i>Provide a brief statement that clearly states the ultimate goal that the program or initiative (not the organization or collaborative) is expecting to achieve.</i>
<i>Text, 1000 characters max, required</i> Click or tap here to enter text.

11. Describe the specific strategies that will be used to achieve the program or initiative goal. <i>Describe the specific activities that will be implemented in this program and how they will be delivered using an evidence-informed approach. Include information on frequency, duration, and program cycle, or strategies to be employed to increase coordination or collaboration.</i>
<i>Text, 4000 characters max, required</i> Click or tap here to enter text.

12. How will the program or initiative be integrated with the existing crisis response system? <i>Describe how the program or initiative aligns with existing crisis programs and services available in the community and what value it adds to the crisis response landscape. Indicate how clients participating in this program or initiative will be able to access other services, either within your organization or others.</i>
<i>Text, 3000 characters max, required</i>

Program Participants

13. Is there a specific population group or community this program will serve? If so, provide a description.

CSIF funding seeks to address gaps in crisis services for individuals, their families and support networks. No specific population group or community will be prioritized.

Text, 3000 characters max, required

Click or tap here to enter text.

14. Describe your intent and approach in engaging with the communities you are serving through this program or initiative.

Considering CSIF's principles (client-centered, equity-based, and anti-racist), describe how this program or initiative has been designed by and for members of the community being served. Share how members of the community will be served and engaged throughout the program's or initiative's planning and delivery.

Text, 3000 characters max, required

Click or tap here to enter text.

15. How many participants will be served by your program or initiative annually?

Text, 3000 characters max, required

Click or tap here to enter text.

16. Describe how your proposed program or initiative will foster an environment of psychological safety among program participants, between staff and program participants, as well as for other community members.

Include any training, policies, procedures, or practices that support a psychologically safe trauma-informed space for all.

Text, 3000 characters max, required

Click or tap here to enter text.

Program or Initiative Alignment

17. Crisis response approach

(Select the crisis response approach which most closely aligns with your proposed program or initiative – select only one)

Required

- ☐ **Primary Crisis Response:** providing immediate support to a person in crisis within the first 24 hours of reaching out for help.
- ☐ **Secondary Crisis Response:** providing coordinated access to immediate services (housing supports, psycho-social supports, etc.) as well as follow-up, with a focus on case management in the immediate aftermath of when the crisis has occurred.

18. Priority Outcome Area

(Select the primary outcome area **most** aligned with or relevant to your proposed program or initiative – select only one)

Required

- ☐ **Improved crisis triage:** programs and services that direct a person in crisis to get to the right service at the right time.
- ☐ **Increased availability of 24/7 non-emergency support and outreach services:** crisis services and programs other than emergency services (Police/EMS/Fire) that are accessible 24 hours a day, 7 days a week.
- ☐ **Increased access to community and peer support programs:** crisis response programs that address gaps in services to diverse communities.
- ☐ **Integrated case management:** crisis response services and programs that are collaborative, coordinated and client-centered, meeting the unique needs of clients/participants.

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19. Secondary Outcome Area <i>(Select the secondary outcome area aligned with or relevant to your proposed program or initiative – select only one)</i> Optional	☐	Improved crisis triage: programs and services that direct a person in crisis to get to the right service at the right time.
	☐	Increased availability of 24/7 non-emergency support and outreach services: crisis services and programs other than emergency services (Police/EMS/Fire) that are accessible 24 hours a day, 7 days a week.
	☐	Increased access to community and peer support programs: crisis response programs that address gaps in services to diverse communities.
	☐	Integrated case management: crisis response services and programs that are collaborative, coordinated and client-centered, meeting the unique needs of clients/participants.

20. Alignment to Community Safety Investment Framework (CSIF) Guiding Principles <i>(Select all that apply)</i> Required	☐	Anti-Racist: Recognizing the existence of racism and take active steps to name, challenge and eliminate it.
	☐	Collaborative: Partnerships that improve the effectiveness and streamline the delivery of crisis response programs, including knowledge development and exchange.
	☐	Coordinated: An integration of services across mental health and social service providers that address the multitude of crisis experiences.
	☐	Equity-Based: Programming is culturally and racially responsive by reflecting people's diverse needs, strengths, and social realities.
	☐	Evidence Informed: Preferences and experiences of individual people are considered alongside best practices, as supported by research, to inform program delivery.
	☐	Person Centred: Diverse, barrier-free, service options rooted in community needs that are safe and welcoming.
	☐	Transformative: Programs and services that bring marked change to crisis response in Calgary.
	☐	Trauma Informed: Approaches that seek to better understand individual experiences, and ensure clients have a voice and a sense of belonging when receiving services.

21. Identify the ways in which this program or initiative integrates the CSIF guiding principles selected above into its work. If there are none to be considered, provide a rationale as to why.
<i>Text, 4000 characters max, required</i>

Collaboration & Coordination

Collaborative and coordinated program delivery are two guiding principles of CSIF. By working with others, organizations can leverage a wider range of expertise and resources to inform change. **Organizations do not need to be part of a formal collaborative to be eligible for funding. If you are not proposing a collaborative, you are not required to answer questions #22-28.**

22. Will the proposed program or initiative be delivered as part of a collaborative with other organizations?

Collaboratives can take on many forms. For this funding call, a collaborative is defined as a group of organizations working in partnership towards a shared goal of improving the effectiveness and streamlining the delivery of crisis response programs, including knowledge development and exchange.

- ☐ Yes – An established collaborative
☐ Yes – A collaborative that is being developed
☐ No – No

23. If partnering with other organizations, provide information on the collaborative and its members.

Include the name of the collaborative (if applicable), as well as the names, contact information, and role/contribution of each partner.

Text, 3000 characters max, optional

Click or tap here to enter text.

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

- ☐ Yes
☐ No
☐ Not applicable

25. Describe the collaborative and how it is operationalized.

Describe the working structure of your collaborative. This should include how decisions are made and actioned, and any relevant information around governance, workflows, activities, shared outcomes, and communication strategies.

Text, 3000 characters max, optional

26. Which systems are being coordinated with your partner(s)?
(Select all that apply)

Optional

- ☐ **Client engagement and services** (e.g., central intake or dispatch, referral pathways, discharge planning)
☐ **Staffing** (e.g., shared staffing resources, training, HR services)
☐ **Resource allocation** (e.g., programming space, geographic boundaries, complimentary hours of service)
☐ **Infrastructure & technology** (e.g., central dispatch, client information sharing, common data system)
☐ **Other**

27. If you selected “Other”, identify the systems you are proposing to coordinate through the collaborative.

Text, 2000 characters max, optional

Click or tap here to enter text.

28. Describe how the collaborative has improved service delivery or will in the future.

Highlight any coordination strategies and how the collaborative benefits your organization, partners, and clients.

Text, 2000 characters max, optional

Click or tap here to enter text.

Program Impact

Organizations are required to identify which priority outcome area they align with, and how they will measure the impact and success of their program or initiative within that outcome area. Each outcome area has pre-determined indicators that organizations may use. However, organizations may propose their own indicators. Proposed indicators may be quantitative or qualitative.

Priority Outcome 29. Select the outcome area most aligned with or relevant to your proposed program or initiative, and the corresponding indicators which will be measured throughout program/initiative delivery. Required (Selections here should align with responses provided in the Program or Initiative Alignment section)	☐ Outcome 1: Improved Crisis Triage ☐ Indicator: # of calls or contacts your program was able to handle that did not require emergency services involvement (911, Police, EMS, Fire). ☐ Indicator: Measurement of response time (e.g., # or % of calls responded within x minutes). ☐ Indicator: # and % of calls diverted from emergency services (Police/EMS/Fire) to crisis support services. ☐ Organization has developed its own indicators. ☐ Outcome 2: Increased Availability of 24/7 Non-Emergency Support & Outreach Services ☐ Indicator: # of hours of service expanded (breakdown of hours, nighttime, or daytime). ☐ Indicator: # and % of activities/initiatives that have been implemented with other programs to provide integrated services (data sharing, integrated case planning, etc.). ☐ Indicator: # and % of clients/participants accessing barrier-free crisis response services. ☐ Indicator: Improved wait time by specific shift or timeframe and/or increased capacity for the system at certain timeframe (e.g., 24/7 text or online chat options). ☐ Organization has developed its own indicators. ☐ Outcome 3: Increased Access to Community and Peer Support Programs ☐ Indicator: # and % of clients/participants served in culturally relevant services or supports. ☐ Indicator: # and % of clients/participants served through peer/lived experience support. ☐ Organization has developed its own indicators. ☐ Outcome 4: Integrated Case Management ☐ Indicator: # or % of clients/participants whose unique needs are met through case management. ☐ Indicator: # and % of activities/initiatives that have been implemented with other programs to provide integrated services (data sharing, integrated case planning, etc.). ☐ Indicator: Median time (hours or days) spent managing a client case with other partners. ☐ Organization has developed its own indicators.
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30. If developing program-specific indicators, include the metric, as well as how it will be measured, and reported. Indicators can be qualitative or quantitative.

Text, 2000 characters max, optional

Click or tap here to enter text.

Additional Considerations

31. If your application is successful, will you obtain Commercial General Liability insurance of no less than 2 million dollars with The City of Calgary as an additional insured?

Funding will only be awarded to successful applicants upon meeting this requirement in a timely manner. The costs associated with obtaining insurance are an eligible expense and should be included in your budget.

☐ Yes

☐ No

32. If your application is successful, will you provide an annual audited financial statement for all operations of the organization and an unaudited program financial statement of revenues and expenses? If funded over \$250,000, will you also provide an audited program financial statement of revenues and expenses covering the full 24-month agreement term?

The reasonable costs associated with obtaining an audited financial statement are an eligible expense and should be included in your budget.

☐ Yes

☐ No

33. While not a contingency of funding, indicate your organization's interest in participating in a collaborative strategic planning process convened by The City of Calgary to:

- *Increase understanding of coordination within the crisis response system.*
- *Explore opportunities to coordinate and transform the crisis response system in Calgary to be more equitable and effective.*

Optional

☐ Yes

☐ No

☐ Not applicable

34. If you selected "Yes", please describe how this would be valuable to your organization and your proposed program or initiative, or how your organization wants to be engaged in strategic planning sessions.

Text, 1000 characters max, optional

35. 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.

Text, Optional, 2000 characters max

Click or tap here to enter text.

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.

Is your organization led by a majority (51% or more) of individual(s) from the following groups?
Indigenous, Black or diverse Racialized Peoples community; <i>Yes or No, Optional</i> Gender diverse community; <i>Yes or No, Optional</i> LGBTIQ2S+ sexually diverse community <i>Yes or No, Optional</i>
Does your organization have a majority (51% or more) of programming specifically for the following groups?
Indigenous, Black or diverse Racialized Peoples community; <i>Yes or No, Optional</i> Gender diverse community; <i>Yes or No, Optional</i> LGBTIQ2S+ sexually diverse community <i>Yes or No, Optional</i>
If you wish, you may provide any important information to elaborate on the response(s) selected above.
<i>Text, 500 characters maximum, Optional</i>

Salary

Provide information on each position that you are requesting CSIF funding for, which includes the following:

- Position
- Required qualifications
- Hours per week
- Benefits provided (% of salary)

The City of Calgary aims to support organizations in paying employees a wage that enables them to meet their basic needs and meets or exceeds a Living Wage. In 2023, Vibrant Communities Calgary calculated the Living Wage in Calgary to be \$23.70/hour. More information on the methodology behind this figure is available <https://enoughforall.ca/resources/living-wage>.

Budget

Note: Please do not fill the second column in the budget tab “2024 CSIF Allocation” and leave it blank, even if your organization has previously received CSIF funding.

Item Name	Current Approved Organization Budget	2024 CSIF Allocation	2025 Budget for Program Including All Funding Sources	2025 CSIF Funding Allocation	2026 CSIF Funding Allocation
EXPENDITURES					
Personnel					
Total Personnel	\$0		\$0	\$0	\$0

Total Travel & Parking	\$0		\$0	\$0	\$0
Total Materials & Supplies	\$0		\$0	\$0	\$0
Total Other	\$0		\$0	\$0	\$0
TOTAL EXPENSES	\$0		\$0	\$0	\$0
TOTAL REVENUE	\$0		\$0		
CSIF Funding			\$0	\$0	\$0
% of CSIF funding			0%		