

PlanH 2023 Grant Application Questions



PLEASE NOTE: This document is not the application form.

Use this document to prepare answers for your application for the 2023 PlanH grants. It includes all the questions you will find in the application form.

When you have prepared your answers to the questions below, use online webform to apply here:

<https://survey.alchemer.ca.com/s3/50171215/PlanH-2023-Grant-Application-Form>

We also advise reviewing the Grant Application Guide found on the PlanH website before submitting application.

PlanH Healthy Communities Grants: Application Instructions

About the grants

Application deadline: May 1st, 2023 at 11:59 PM Pacific Time

Decision notification: June 2023

Grant streams

This document can be used to prepare for both the **Healthy Public Policy (HPP)** and **Community Connectedness (CC)** grant streams. The same application is used for both streams.

Through a partnership with Vancouver Coastal Health Authority (VCH), additional grants are offered in the Healthy Public Policy Stream for projects in the VCH region. No additional application is required.

To submit the grant application, you will need the following:

Required information:

- Answers for the questions in this document.
- A completed budget and work plan using our template

Optional material:

- Any supporting documents you would like to include with your application (e.g. letters of support, reports or studies, relevant community plan documents)

If you need more time while using the application webform, there is an option to "save and return" at the top of page.

If you have difficulty using the webform, please email grants@planh.ca for help.

Communities are encouraged to reach out to grants@planh.ca to learn about the grant-making process and decision criteria or to book a consultation with us prior to applying.

Stream

1) There are two PlanH grant streams:

Healthy Public Policy Grant Stream.

Objective: To foster the development of healthy public policy at the local community level.

Maximum amount per grant: Up to \$15,000

Community Connectedness Grant Stream.

Objective: To enhance a sense of belonging within local community.

Maximum amount per grant: Up to \$5,000

This application is for (select one stream):

Healthy Public Policy

Community Connectedness

Applicant Information

2) Please indicate the name of the Indigenous government or local government applying.*

3) Please indicate the type of government applying.*

First Nation Band or Self-Governing First Nation

First Nation Tribal Council

Métis Chartered Community

Municipality

Regional District

Other - write in:

4) What is the name or proposed title of your project?*

Applicant contact details

5) Primary Contact*

Full name:

Position or Title:

Organization:

Email: Phone:

6) Applicant mailing address:*

Street address, RR or PO Box:

City, District, Village or Town: Postal Code:

7) Secondary contact information

Full name:

Position or Title:

Organization:

Email: Phone:

8) Only primary and secondary contacts will receive communication regarding this application and the grant decision. What is your preferred method of communication?*

- Email
- Phone
- Other - write in:

Health authorities and BCHC past funding

9) Has your organization received BC Healthy Communities or PlanH support in the past (e.g., PlanH funding, BC Healthy Communities services, other contract)?*

- Yes
- No
- Unknown

10) If you answered yes to question 9, please indicate the project name and year.*

11) Please indicate the health authority region in which your organization is located. Please also indicate if your community is served by the First Nations Health Authority. *

- Fraser Health
- Interior Health
- Island Health
- Northern Health
- Vancouver Coastal Health
- First Nations Health Authority

12) Do you have an existing relationship with your health authority(ies)? *

- Yes
- No

13) If you have an existing partnership with your health authority, please provide key contact information.*

You will be asked for: **Primary health authority contact** name, position, email and phone number and **secondary health authority contact** name, position, email and phone number

Project Overview & Project Plan

This section is about your project goals and activities planned for the grant period. We are also interested in learning more about the changes you expect to see, and how you will know if this project/initiative is successful.

14) Please describe your project/initiative. What do you intend to achieve? What changes do you anticipate as a result of this initiative?*

15) If there is a target population(s) for this project, please explain who that is and why this decision was made.

16) For Healthy Public Policy stream applicants only: What will you do?

Please describe the activities planned and how a healthy public policy will be developed in your community. Please be as specific as possible. For more information on healthy public policy, refer to the Grant Application Guide.*

17) For Community Connectedness stream applicants only: What will you do?

Please describe the activities planned and how these will increase community connectedness in your community. Please be as specific as possible. For more information on community connectedness, refer to the Grant Application Guide.*

18) How will you apply an equity lens to your work in this project? For more information on equity, please see our [Supporting Equity in Planning and Policy Action Guide](#).*

19) For Healthy Public Policy stream applicants only: How will you know if your project or process is successful? What are the intended outcomes (e.g., modify existing policies/practices/plans, or create a new policy)?*

20) For Community Connectedness stream applicants only: How will you know if your project is successful? What are the intended outcomes (e.g., increased social cohesion or sense of belonging in the community, establishing connections and partnerships within the community)?*

21) How will you track progress?*

22) Please share any ideas you have to sustain the benefits of this project beyond the grant period.*

23) Is the proposed project building on previous projects or policies in your community?*

- Yes
- No
- Not sure

24) If you answered “Yes” to question 23, please tell us the project or policy name and how the proposed project will build on this previous work. *

Collaboration & Key Partners/Stakeholders

This section is about who you plan to partner with during your project. Applicants are encouraged to work with a variety of partners across sectors to support collaboration and learning from others.

25) What is your role as local or Indigenous government and lead applicant in this project?*

26) Which partners, including health authorities and potential collaborators in other sectors, will be involved in your project?

Please list a) any partner organizations; b) a short description of how they will be involved and c) a specific contact person within each organization, if known. (List up to 9 partners/proposed partners.)

	Proposed Partner Organization	Proposed Roles and Responsibilities	Contact Name

27) For the Healthy Public Policy stream applicants only: The PlanH Healthy Public Policy grant includes a cash award as well as in-kind support from BC Healthy Communities staff. What support do you anticipate, if any?

Check all that apply:*

- Providing input on goal development and/or policy recommendations
- Offering guidance on reflective planning practice
- Supporting, monitoring and guiding evaluation strategies including the development of indicators, data collection methods and evaluation frameworks
- Researching a variety of topics areas ranging from processes (e.g. partnership development, data collection strategies) to content (e.g. housing, food systems, transportation planning, and revisions to Official Community Plans or Regional Health and Wellness plans)
- Developing in-person and online community engagement processes, including planning, design and facilitation
- Connecting local and Indigenous governments to community-based organizations, other local and Indigenous governments and regional health authorities (e.g. introductions, convening meetings, bridge-building)
- Reviewing documents and advising on best practices
- Participating in advisory committees
- Sharing resources developed by BC Healthy Communities and others
- Designing and delivering online trainings and webinars specific to your needs

- Planning and co-facilitating larger events, including regional forums
- Other - Write In:
- We do not anticipate needing any support from BC Healthy Communities

Project Workplan & Budget

Please use the budget and workplan template to complete this section of the application.

The budget helps us to understand how you propose to spend any grant monies, any additional resources you may have, and what your activities will cost.

In the workplan, please include a) project milestones, b) a brief description, c) anticipated date of completion, d) who is responsible for the action, and e) if you anticipate BCHC staff support to complete this milestone. This helps us to understand your proposed timelines and plan for BCHC in-kind support.

In the application webform, you will be offered the chance to:

- upload the budget and workplan file OR
- email the budget and workplan file at the end of the application.

Additional Files

30) Do you have any additional files to include to support your application (e.g., presentations, diagrams, pictures, stories, council motions)?

(Please note that letters of support from project partners are strongly encouraged. Up to three letters of support as evidence of partnership or collaboration can be included in this section).*

In the application webform, you will be offered the chance to:

- upload the files, OR
- email the files, OR
- State you do not have additional files to submit.

Staying in touch

32) Please tell us how you heard about this grant opportunity.

- PlanH newsletter
- BC Healthy Communities newsletter
- Health authority
- Social media
- Email from BC Healthy Communities
- Email from another organization
- Word of mouth
- Other - write in:

33) Would you like to subscribe to our PlanH newsletter to hear about other funding opportunities, learning events, community stories and more?

- Yes, please!
- No thanks

34) If you answered “Yes” to question 33: Great! Please provide the email address you would like subscribed to our email list.*

Reviewing your application

This is the end of the application questions.

While entering your application in the webform, you will be able to save and return, and review your answers before submitting.

When you select “Submit” the primary contact will be sent a copy of the application by email. You will also have the option to add an additional email to receive a copy by email.

To submit an application, you can use the application webform here: <https://survey.alchemer-ca.com/s3/50171215/PlanH-2023-Grant-Application-Form>