



City of Richmond

Report to Committee

To: General Purposes Committee **Date:** November 2, 2018
From: Kim Somerville **File:** 07-3400-01/2018-Vol
 Manager, Community Social Development 01
Re: **UBCM 2019 Age-Friendly Communities Grant Submission**

Staff Recommendation

1. That the application to the Union of British Columbia Municipalities (UBCM) 2019 Age-friendly Communities Grant Program for \$25,000 in the Age-friendly Assessments, Action Plans and Planning Category be endorsed; and
2. That should the funding application be successful, the Chief Administrative Officer and a General Manager be authorized to enter into agreement with the UBCM for the above mentioned project and the Consolidated 5-Year Financial Plan (2019–2023) be updated accordingly.

Kim Somerville
 Manager, Community Social Development
 (604-247-4671)

Att. 2

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Intergovernmental Relations & Protocol Unit	<input checked="" type="checkbox"/>	
Finance Department	<input checked="" type="checkbox"/>	
Recreation & Sport Services	<input checked="" type="checkbox"/>	
Roads & Construction	<input checked="" type="checkbox"/>	
Transportation	<input checked="" type="checkbox"/>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO

Staff Report

Origin

The Age-Friendly Communities grant program administered by the Union of BC Municipalities (UBCM) is intended to assist and support local governments in BC to develop and implement policies and plans, or undertake projects that enable seniors to age in place and facilitate the creation of age-friendly communities. Richmond currently has a Council adopted 2015–2020 Age-Friendly Assessment and Action Plan and received Age-Friendly Community Designation in 2015.

The Ministry of Health has committed an additional \$0.5 million in funding to the 2019 Age-friendly Communities grant program. The grant application requires a Council resolution indicating support by local government for the proposed project as well as a willingness to provide overall grant management.

This report supports Council's 2014-2018 Term Goal #2 A Vibrant, Active and Connected City:

Continue the development and implementation of an excellent and accessible system of programs, services, and public spaces that reflect Richmond's demographics, rich heritage, diverse needs, and unique opportunities, and that facilitate active, caring, and connected communities.

- 2.1. *Strong neighbourhoods.*
- 2.3. *Outstanding places, programs and services that support active living, wellness and a sense of belonging.*

This report supports Council's 2014-2018 Term Goal #3 A Well-Planned Community:

Adhere to effective planning and growth management practices to maintain and enhance the livability, sustainability and desirability of our City and its neighbourhoods, and to ensure the results match the intentions of our policies and bylaws.

- 3.3. *Effective transportation and mobility networks.*

This report supports Council's 2014-2018 Term Goal #5 Partnerships and Collaboration:

Continue development and utilization of collaborative approaches and partnerships with intergovernmental and other agencies to help meet the needs of the Richmond community.

- 5.1. *Advancement of City priorities through strong intergovernmental relationships.*
- 5.2. *Strengthened strategic partnerships that help advance City priorities.*

This reports supports the Council adopted 2013-2022 Social Development Strategy Strategic Direction #3 Address the Needs of an Aging Population:

Action #9:

Support aging in place initiatives and the ongoing development of Richmond as an age-friendly community.

Analysis

In 2015, Council adopted the 2015–2020 Age-Friendly Assessment and Action Plan and Richmond was designated an Age-Friendly Community. The actions related to the physical and social environment in an age-friendly community are designed to help seniors “age actively” thereby supporting them to live safely and stay involved. The City continues to implement actions outlined in the Age-Friendly Assessment Plan including the creation of a Dementia-Friendly Community Action Plan.

In Richmond, seniors aged 55+ years currently represent 32 per cent of the total population. This number is estimated to increase to 39 per cent in 2036. While most seniors continue to be active, healthy and engaged there are some barriers to fully participating in the community resulting in poor health, isolation and disconnection to their community. The need to identify and remove these barriers is crucial in supporting seniors to remain healthy and independent as long as possible.

Staff submitted a grant application on November 2, 2018 for the UBCM 2019 Age-Friendly Communities Program for \$25,000 under Stream 1: Age-Friendly Assessments, Action Plans and Planning. Due to a condensed timeline UBCM has approved that a Council resolution of support of the grant application can be provided at a later date.

If the grant is awarded, this project will further the actions in the Age-Friendly Assessment and Action Plan and also build on the UBCM 2018 Age-Friendly Grant Project: Richmond Dementia-Friendly Community Action Plan, which is currently being developed.

The main goal of the project is to facilitate a group of seniors living in a designated neighbourhood in Richmond to work with City staff to identify barriers in the built environment in which they live and to connect them with resources to support them to age in place. The project will involve a Stakeholder Committee including representatives from Community Partner organizations including Richmond Cares, Richmond Gives, Vancouver Coastal Health, Minoru Seniors Society and Community Centre Associations to oversee the proposed activities. It is anticipated that the project findings will be able to assist seniors with aging in place in other neighbourhoods in Richmond.

Should the grant application be successful, the City would be required to enter into funding agreements with UBCM. The agreements are standard form agreements provided by senior levels of government and include an indemnity and release in favour of UBCM. As with any grant submission to senior governments, there is no guarantee that this application will be successful.

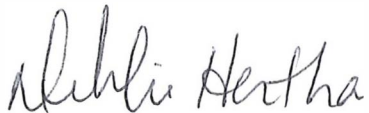
Financial Impact

The \$25,000 grant will be included in the Consolidated 5 Year Financial Plan (2019–2023) if the application is successful.

Conclusion

Staff submitted a grant application with the intention of engaging seniors in making their neighbourhoods age-friendly. It is intended that this project will continue to further several actions outlined in the Council adopted 2015–2020 Age-Friendly Assessment and Action Plan as well as actions outlined in other Council-adopted plans.

Involving seniors in the creation of Age-Friendly Neighbourhoods will further Richmond's commitment to being an Age-Friendly community and ensure all seniors living in Richmond continue to age in place healthy and well.



Debbie Hertha
Seniors Coordinator
(604-276-4175)

Att. 1: UBCM Age-friendly Communities 2019 Program & Application
Guide

Att. 2: UBCM 2019 Application Form for Stream 1 Age-friendly Assessments, Action Plans &
Planning

Age-friendly Communities

2019 Program & Application Guide

1. Introduction

The Age-friendly Communities program assists communities in BC to support aging populations by developing and implementing policies and plans, undertaking projects that enable seniors to age in place and facilitating the creation of age-friendly communities.

Since 2005, the provincial government has provided \$6.25 million to support the program. To date, more than 148 local governments have completed projects or been approved for funding.

2019 Age-friendly Communities Grant Program

The Ministry of Health has committed an additional \$0.5 million in funding to the program and grants are now available for 2019 program.

For local governments, this will include the continuation of funding under Stream 1: Age-friendly Assessments, Action Plans & Planning and Stream 2: Age-friendly projects.

In addition, in partnership with health authorities, a pilot program is being introduced in 2019 to offer up to five First Nations the opportunity to apply for Stream 1 grants.

2. Other Programs & Resources

In an age-friendly community, the policies, services and structures related to the physical and social environment are designed to help seniors "age actively." In other words, the community is set up to help seniors live safely, enjoy good health and stay involved.

The creation of age-friendly communities in BC builds on findings from the World Health Organization's Age-friendly Cities and the Canadian Age-friendly Rural & Remote Communities projects in 2007.

The Province of BC, in collaboration with key partners including health authorities, has advanced the age-friendly agenda since 2007 to engage and support local governments in preparing their communities for an aging population. Age-friendly BC (AFBC) is supported by:

1. The Age-friendly Communities grant program, which is administered by UBCM
2. A range of services to support age-friendly projects, which are provided by the BC Healthy Communities Society (BCHC):
 - Age-friendly BC Community Recognition
 - Applicants approved under the 2019 Age-friendly Communities grant program may be eligible to apply for a range of services to support their project from BCHC.

3. A commitment to meet the needs of an aging population and work with partners to ensure people of all ages and abilities feel included and valued in their communities, which is provided by the Ministry of Health

3. Guiding Principles

All applications should demonstrate a commitment to the following guiding principles:

- Community Driven - Community solutions are based on local priorities and plans
- Catalyst for Action – Community activities are catalysts that enable local governments and community partners, including health authorities, to enhance and improve services for older adults
- Focus on Funding Priorities - Activities are focused on funding priorities with clear outcomes
- Flexible - Required actions differ in each community
- Coordinated - Activities of different levels of government and community partners, including health authorities, are coordinated to avoid duplication among programs and projects
- Sustainable Results – Community activities contribute to improving the lives of older adults over time

4. Eligible Applicants

All local governments (municipalities and regional districts) in BC are eligible to apply for Stream 1 or Stream 2 funding. Local governments can each submit one application.

For the First Nations pilot program, health authorities will identify one First Nation in each health authority region that is at a stage of readiness to apply for Stream 1 funding. **Only the five First Nations identified by the health authorities are eligible to apply under the pilot program and can each submit one application.**

5. Eligible Projects

Eligible projects are new community planning or community projects that are undertaken by an eligible applicant and that address the guiding principles and funding priorities of the program.

In addition, to qualify for funding, projects must:

- Be a new project (retroactive funding is not available)
- Be capable of completion by the applicant within the 2019 calendar year
- Focus on one or more of the eight age-friendly community components:
 - Outdoor spaces and buildings
 - Transportation (including traffic safety)
 - Housing
 - Respect and social inclusion
 - Social participation
 - Communications and information
 - Civic participation and employment
 - Community support and health services

6. Eligible & Ineligible Activities & Costs

Eligible costs are direct costs that are approved by the Evaluation Committee, properly and reasonably incurred, and paid by the applicant to carry out eligible activities. Eligible costs can only be incurred from the date of application submission until the final report is submitted.

Stream 1: Age-friendly Assessments, Action Plans & Planning

The intent of this funding stream is to support communities to develop or update assessments or plans in order to enable seniors to age in place and to facilitate the creation of age-friendly communities. The maximum grant under Stream 1 is \$25,000.

Under Stream 1, eligible activities must be cost-effective and may include:

- Development of a local Age-friendly plan or assessment
- Creation of specific plans and/or policies that address one or more of the eight community components (see Section 5)
- Engagement of seniors in planning activities
- Adding an age-friendly or seniors lens to existing plans or policies, such as:
 - Official Community Plans, Integrated Community Sustainability Plans, Health and Wellness Plans, or community or neighbourhood plans
 - Zoning and other bylaws (subdivision, snow removal, parking, etc.)
 - Development permit requirements
 - Emergency response, evacuation and/or emergency social services plans
 - Design guidelines
 - Active transportation planning
 - Food security and food systems planning
 - Community planning processes related to social determinants of health (e.g. affordable housing, homelessness, etc.)
 - Development of community health plans

Stream 2: Age-friendly Projects

The intent of this funding stream is to support local governments to undertake local projects that enable seniors to age in place and facilitate the creation of age-friendly communities. The maximum grant under Stream 2 is \$15,000.

In order to be eligible for Stream 2, eligible applicants are required to have a completed an age-friendly assessment or action plan, or demonstrate that their Official Community Plan, Integrated Sustainability Community Plan, or an equivalent plan, is inclusive of age-friendly planning principles.

Under Stream 2, eligible activities must be cost-effective and may include:

- Support for persons with dementia
- Increased community accessibility (transportation, housing, services)

- Provision of recreation and healthy living activities and/or referral and support to link seniors with recreation and healthy living services
- Community gardens and healthy eating
- Health literacy and promotion (e.g. workshops, guides, etc.)
- Chronic disease prevention
- Injury prevention and community safety (including traffic safety)
- Intergenerational projects
- Promotion of age-friendly business practices
- Prevention of elder abuse

The 2019 Age-friendly Communities grant program is not intended to be a capital funding program. However, minor capital expenditures for eligible activities that have a clear and definable benefit to seniors and that are clearly linked to programming for seniors will be considered for funding under Stream 2.

Capital costs cannot exceed 40% of the total requested Stream 2 grant (i.e. an application for a \$15,000.00 grant cannot include more than \$6,000.00 in capital costs).

Ineligible Activities & Costs

Any activity that is not outlined above or is not directly connected to activities approved in the application by the Evaluation Committee is not eligible for grant funding. This includes:

- Development of feasibility studies, business cases, architectural, engineering or other design drawings for the construction or renovation of facilities providing services to seniors, including housing and care facilities
- Fundraising
- Sidewalk, path or trail construction or improvements, or other infrastructure projects

7. Grant Maximum

Stream 1 can contribute a maximum of 100% of the cost of eligible activities – to a maximum of \$25,000. Stream 2 can contribute a maximum of 100% of the cost of eligible activities – to a maximum of \$15,000.

In order to ensure transparency and accountability in the expenditure of public funds, all other grant contributions for eligible portions of the project must be declared and, depending on the total value, may decrease the value of the grant

8. Application Requirements & Process

Application Deadline

Applications are due by November 2, 2018, and applicants will be notified of the status of their application within 60 days.

Required Application Contents

- Completed Application Form
- Local government Council or Board resolution or Band Council Resolution, indicating support for the current proposed activities and willingness to provide overall grant management
- Detailed budget that indicates the proposed expenditures and aligns with the proposed activities outlined in the application form. Although additional funding or support is not required, any other grant funding or in-kind contributions should be identified.

Submission of Applications

Applications should be submitted as Word or PDF files. If you choose to submit your application by e-mail, hard copies do not need to follow.

All applications should be submitted to:

Local Government Program Services, Union of BC Municipalities

E-mail: lgps@ubcm.ca Mail: 525 Government Street, Victoria, BC, V8V 0A8

Review of Applications

UBCM will perform a preliminary review of applications to ensure the required application elements (identified above) have been submitted and to ensure that basic eligibility criteria have been met. Only complete application packages will be reviewed.

Following this, the Evaluation Committee will assess and score all eligible applications based on the funding priorities. Higher application review scores will be given to applications that:

- Demonstrate direct participation of seniors
- Complement the Health Promotion Initiatives regarding seniors outlined in Appendix 1
- Include collaboration with health authorities or others partners (e.g. school districts, First Nations or Aboriginal organizations, seniors, senior-serving organizations, community organizations and other local governments)

Point values and weighting have been established within each of these scoring criteria. Only those applications that meet a minimum threshold point value will be considered for funding.

The Evaluation Committee will also consider the location of each application in order to ensure a balanced representation of projects across the province.

All application materials will be shared with the Province of BC and the BC Healthy Communities Society

9. Grant Management & Applicant Responsibilities

Grants are awarded to eligible applicants only and, as such, the applicant is responsible for completion of the project as approved and for meeting reporting requirements.

Applicants are also responsible for proper fiscal management, including maintaining acceptable accounting records for the project. UBCM reserves the right to audit these records.

Notice of Funding Decision

All applicants will receive written notice of funding decisions, which will include the terms and conditions of any grant that is awarded. Grants are awarded in two payments: 70% at the approval of the project and 30% when the project is complete and UBCM has received the required final report and a financial summary.

Please note that in cases where revisions are required to an application, or an application has been approved in principle only, the applicant has 30 days from the date of the written notice of the status of the application to complete the application requirements. Applications that are not completed within 30 days may be closed.

Changes to Approved Projects

Approved grants are specific to the project as identified in the application, and grant funds are not transferable to other projects. Approval from Evaluation Committee will be required for any significant variation from the approved project.

To propose changes to an approved project, approved applicants are required to submit:

- Revised application package, including updated, signed application form, budget and an updated Council, Board or Band Council resolution
- Written rationale for proposed changes to activities and/or expenditures

The revised application package will then be reviewed by the Evaluation Committee.

Applicants are responsible for any costs above the approved grant unless a revised application is submitted and approved prior to work being undertaken.

Extensions to Project End Date

All approved activities are required to be completed within the 2019 calendar year and all extensions beyond this date must be requested in writing and be approved by UBCM. Extensions will not exceed six months.

10. Final Report Requirements

Applicants are required to submit an electronic copy of the complete final report, including the following:

- Completed Final Report Form
- Financial summary
- Optional: photos of the project, media clippings and or any reports or documents developed or amended with grant funding.

All final report materials will be shared with the Province of BC and the BC Healthy Communities Society
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Submission of Final Reports

All final reports should be submitted to:

Local Government Program Services, Union of BC Municipalities

E-mail: lgps@ubcm.ca Mail: 525 Government Street, Victoria, BC, V8V 0A8

11. Additional Information

Union of BC Municipalities

For further information on grants and the application process, please contact: Local Government Program Services: (250) 952-9177 or lgps@ubcm.ca

BC Healthy Communities Society

For further information on age-friendly communities, visit www.bchealthycommunities.ca or contact: Sarah Ravlic, Program Coordinator: 250 590-1845 or sarah@bchealthycommunities.ca

Ministry of Health

For further information on other provincial initiatives, please visit the Age-friendly BC website or contact: (250) 952-2574 or AgeFriendlyBC@gov.bc.ca

Appendix 1: Health Promotion Initiatives

The following are examples of provincial priorities that may complement age-friendly community planning and projects:

Accessibility 2024 (www.gov.bc.ca/accessibility)

In 2014, *Accessibility 2024: Making B.C. the most progressive province in Canada for people with disabilities by 2024* was released. This 10-year action plan is designed around 12 building blocks: inclusive government, accessible service delivery, accessible internet, accessible built environment, accessible housing, accessible transportation, income support, employment, financial security, inclusive communities, emergency preparedness and consumer experience.

Example of an age-friendly assessment/project incorporating accessibility

Sun Peaks Mountain Resort Municipality has committed to being an age-friendly community by providing essential amenities to facilitate walking and skiing around the village, as well as accessible recreation and adaptive sports. (Awarded age-friendly recognition in 2015)

Aging Well (www.healthyfamiliesbc.ca/aging-well)

Supporting older adults to think about and plan for the future helps them anticipate needs as they age. Knowing where to find the right information if and when they need it is key to planning for a healthy and independent future. Aging Well is an online resource on Healthy Families BC, the Province's health promotion plan to encourage British Columbians to make healthier choices. Aging Well has information, tools and videos on topics including health and wellness (includes healthy eating and physical activity), finance, transportation, housing and social connection - areas of life that are important and interconnected when it comes to healthy aging.

Example of an age-friendly project incorporating planning for a healthy and independent future

Columbia-Shuswap Regional District has engaged the Communities of the South Shuswap in the development of a resource centre to support age-friendly community planning. Services offered through the centre include financial planning, computer literacy training, transportation and health eating programs.

Better at Home (www.betterathome.ca)

Better at Home, an innovative non-medical home support program funded by the Province and managed by United Way of the Lower Mainland, helps seniors with day-to-day tasks so that they can continue to live independently in their own homes and remain connected to their communities. Better at Home services may include transportation to appointments, light housekeeping, light yard work and home visits. There are currently 67 community-based Better at Home programs across B.C., including six rural and remote pilot sites.

Example of an age-friendly project incorporating the Better at Home program

District of Invermere created an age-friendly business directory, companion program, monthly luncheons and a mentorship program. The companion program matched seniors with volunteers

who will assist with everyday living activities such as shoveling the sidewalk, driving to and from the grocery store or appointments. Business owners and employees offered training on how their operations can be more age-friendly.

Physical Activity Strategy (<http://www2.gov.bc.ca/gov/content/health/managing-your-health/physical-activity>)

The BC Physical Activity strategy is designed to guide and stimulate coordinated policies, practices and programs in physical activity that will improve the health and well-being of British Columbians and the communities in which they live, learn, work and play. It aims to foster active people and active places and its development was guided by key leaders and organizations across the province who worked collectively to determine the best approach to increasing physical activity rates.

Example of an age-friendly project incorporating physical activity

Town of Oliver developed an outdoor fitness park with input from partners including Interior Health, service clubs and seniors groups. The year-round park is well utilized and provides a no-cost opportunity for seniors to be physically active.

Provincial Guide to Dementia Care in British Columbia
(<http://www.health.gov.bc.ca/library/publications/year/2016/bc-dementia-care-guide.pdf>)

Dementia impacts roughly 66,000 British Columbians. In May 2016, the Ministry of Health released the Provincial Guide to Dementia Care in British Columbia. The Guide identifies priorities, goals and deliverables to support people with dementia, their families and caregivers. One deliverable identifies need to increase understanding of dementia and expand community information and support programs, e.g., dementia friendly communities, for people with dementia and their caregivers. In addition, priorities of the Guide include: increasing public awareness and early recognition of cognitive changes; supporting people with dementia to live safely at home for as long as possible, including caregiver support; improving quality of dementia care in residential care including palliative and end-of-life care; and, increasing system supports and adoption of best practices in dementia care.

Example of an age-friendly project incorporating dementia

City of Richmond conducted a survey and focus groups and used the results to develop the age-friendly action plan. Next steps include establishing an inter-departmental task force and designing a framework for monitoring and evaluation. One of the action items is working with health partners to ensure sufficient supported, affordable housing is provided locally for disabled and frail older adults, as well as those with dementia and other mental health challenges. (Awarded age-friendly recognition in 2015)

Provincial End of Life Care Action Plan for British Columbia
(<http://www.health.gov.bc.ca/library/publications/year/2013/end-of-life-care-action-plan.pdf>)

The Provincial End of Life Care Action Plan identifies priority, goals, and actions to improve health care outcomes and quality of life for individuals living with life limiting or life threatening illness, and for their families. Actions in the plan include increasing public knowledge and

awareness of palliative care as an approach to care that improves quality of life for both the person receiving care and their family, at any stage of illness; and, providing information and resources to support advance care planning, including an understanding of the available options for ensuring values, wishes, and instructions for health care treatments and choices for end-of-life care are respected by health care providers.

Example of a potential age-friendly project in support of people with serious illness

Become a 'compassionate community'. A compassionate community builds awareness of vulnerable people, including people who are seriously ill or frail. A compassionate community promotes shared responsibility and support of people who are vulnerable.

Age-friendly Communities

2019 Application Form for Stream 1

Age-friendly Assessments, Action Plans & Planning

Please complete and return the application form by Friday, November 2, 2018. All questions are required to be answered by typing directly in this form. If you have any questions, contact lgps@ubcm.ca or (250) 952-9177.

SECTION 1: Applicant Information

Local Government: City of Richmond

Complete Mailing Address: 6911 No. 3 Road,
Richmond BC V6Y 2C1

Contact Person: Debbie Hertha

Position: Seniors Coordinator

Phone: 604-276-4175

E-mail: dhertha@richmond.ca

SECTION 2: Project Information

1. Project Information

- A. Project Title: Engaging Seniors in the Creation of Age-Friendly Neighbourhoods in Richmond
- B. Proposed start and end dates. Start: January 7, 2019 End: December 20, 2019
- C. Total proposed project budget: \$25,000

2. Proposed Focus Areas. Please indicate which age-friendly components will be the primary focus of the proposed planning activities:

- | | |
|---|--|
| <input checked="" type="checkbox"/> Outdoor spaces and buildings | <input checked="" type="checkbox"/> Social participation |
| <input checked="" type="checkbox"/> Transportation (including traffic safety) | <input type="checkbox"/> Communications and information |
| <input type="checkbox"/> Housing | <input checked="" type="checkbox"/> Civic participation and employment |
| <input type="checkbox"/> Respect and inclusion | <input type="checkbox"/> Community support and health services |
| | <input type="checkbox"/> Plan/assessment dealing with all features |

3. Age-friendly Accomplishments to Date & Recognition. Many BC communities have already completed steps required to be recognized as an age-friendly community. Please indicate below if your community has completed the following:

- Established an age-friendly advisory or steering committee that includes the active participation of older adults. An existing committee can also take on this mandate.

Passed a council or district board resolution to actively support, promote and work towards becoming an age-friendly community. As an alternative, local governments may have chosen to commit to being age-friendly through specific goals, objectives or policies in an official community plan or strategic plan.

Conducted an age-friendly assessment in consultation with older adults.

Developed and published an action plan.

Can BC Healthy Communities Society contact you to discuss completing Age-friendly Community recognition?

Yes No

4. Proposed Activities. Please describe the specific activities you plan to undertake. Refer to Section 4 of the Program & Application Guide for eligible activities under Stream 1.

The activities proposed in this project include the creation of an Age-Friendly Stakeholder Committee, identification of a neighbourhood for the project, neighbourhood group recruitment, neighbourhood group meetings, a roundtable meeting and an evaluation report.

1. Age-Friendly Stakeholder Committee: various members of the Dementia-Friendly Stakeholder Committee (UBCM 2018 Age-Friendly Communities Grant) have agreed to stay on to continue work on Richmond's Age-Friendly Action Plan initiatives. Additional members will be recruited to the group including City staff (Built Environment) and local organizations/businesses to ensure adequate representation. Coordinated by City staff, the group will meet to advise project activities, attend neighbourhood group meetings (when appropriate), participate in the roundtable meeting and planned evaluation activities.

2. Identification of a Neighbourhood in Richmond: The Stakeholder Committee will identify a neighbourhood in Richmond utilizing background information provided by City staff, actions from City Plans addressing Age-Friendly components (e.g. Official City Plan, Social Development Strategy and Age-Friendly Plan), information sessions and brainstorming activities

3. Neighbourhood Group Recruitment: a plan will be developed with the Stakeholder Committee to target and recruit a representative group of seniors to participate in the neighbourhood group including those who are vulnerable and facing barriers to aging in place (e.g. isolated/potentially isolated, varying mental/physical abilities, multiple chronic conditions, using assistive devices, differing living arrangements, varying income level and language ability). This plan will include the development of marketing materials with key messaging, advertising and promotions in areas where seniors in the neighbourhood may visit and target existing clients of the Stakeholder Committee such as Vancouver Coastal Health as well as other organizations serving seniors. There will also be a targeted effort to distribute and share information in the specific neighbourhood the project will take place in.

4. Neighbourhood Group Meetings: will take place in various locations within the neighbourhood (e.g. schools, Community centres, places of worship) and reflect the topic area if needed. City staff and other community partners will be invited to attend meetings and to share information and resources as needed. Each meeting will include a "hands-on" component including a walk around the neighbourhood led by the neighbourhood group and City staff to identify barriers and successes in the built environment. The first meeting will include a brainstorm session and neighbourhood asset mapping exercise. Proposed topics include: Signage/Wayfinding; Safety and Accessibility; Social Gathering Spaces; Greenspaces; Transportation including a bus and skytrain ride from the neighbourhood. Discussion points will be based on: 1) Actions outlined in

the City's Plans that address Age-Friendly components (e.g. Official Community Plan, Social Development Strategy and Age-Friendly Assessment and Action Plan) and 2) Topics and issues raised during the first meeting brainstorm session with the neighbourhood group

5. A Roundtable Meeting will bring together all involved in the project to present findings from activities to date, evaluate the "neighbourhood group" process and develop key recommendations for future age-friendly planning in Richmond.

6. A Final Evaluation Report will outline the project activities, evaluation of the neighbourhood group process, outcomes from the Roundtable meeting, recommendations for City plans and future age-friendly activities and next steps.

5. Program Goals & Objectives. How will the proposed planning activities meet the goals of the 2019 Age-friendly Communities grant program? How will this make your community more age-friendly?

The proposed planning activities will meet the goals of the 2019 Age-Friendly Communities grant program by supporting the development of a template or plan to engage seniors in the creation of Age-Friendly neighbourhoods in Richmond.

This project will help to make Richmond more Age-Friendly by educating and increasing the knowledge and awareness of residents about:

1. Age-Friendly communities
2. How to identify and reduce barriers in the built environment and
3. Available programs, services, tools and resources that are available to help them to age in place and remain healthy, active and connected to their communities.

The City can apply this plan to other neighborhoods in Richmond ensuring the City as a whole is working towards becoming Age-Friendly.

6. Intended Outcomes, Deliverables & Impacts What will your project achieve? What will be the specific deliverables? List any policies, practices, plans or documents that will be developed or amended as a result of your project.

The goal of the project is to engage seniors with the support from the City and Community Partners in the creation of Age-Friendly neighbourhoods by identifying barriers in the built environment that may prevent them from positively aging in place.

The project will provide the following:

1. A neighbourhood group will act as a resource to City staff and other Community Partners for issues that arise and Age-Friendly actions to be completed in the future (e.g. future developments, proposed programs and services for seniors, evaluations of existing spaces, etc.)
2. Members of the neighbourhood group will be a valuable resource to others living in their neighbourhood having an increased knowledge and awareness of City programs, services, tools and resources and trained in how to access and utilize them effectively.
3. Suggestions for improvements to existing City programs, services, tools and resources based on feedback and project findings as well as suggestions for new ideas.
4. Suggestions for improvements to the existing built environment in Richmond based on feedback and project findings as well as suggestions for new ideas.
5. Members of the neighbourhood group will serve as a network and social connection for others living in the neighbourhood which may lead to residents feeling more safe, secure and connected to their community.
6. The neighbourhood group approach and project findings can be rolled out to other

neighbourhoods in Richmond and beyond in the future.

7. The Age-Friendly Stakeholder Committee including key members of the neighbourhood group would continue on to help guide future Age-Friendly projects.

7. Community Partners & Participation by Seniors

A. All applicants are encouraged to work with their local Health Authority. How will the proposed planning activities include your health authority?

Various departments of Vancouver Coastal Health (VCH) will be a part of this project through representation on the Age-Friendly Stakeholder Committee as well as a neighbourhood group participant. The City will also partner with VCH for referrals to the neighbourhood group, marketing and promotions support, training and education, information and resources, providing guest speakers for meetings and connections to programs and services.

B. List all confirmed partners (e.g. school districts, First Nations or Aboriginal organizations, seniors, senior-serving organizations, community organizations and other local governments) that will directly participate in the proposed planning activities and the specific role they will play.

1. Richmond Cares, Richmond Gives (Better at Home): Age-Friendly Stakeholder Committee Member; Referrals to Neighbourhood Group; Marketing and Promotions; Information and Resources; Connections to Programs and Services; Volunteer Support

2. Richmond Addictions Services Society: Age-Friendly Stakeholder Committee Member; Referrals to Neighbourhood Group; Information and Resources; Connections to Programs and Services

3. Richmond Food Bank: Age-Friendly Stakeholder Committee Member; Referrals to Neighbourhood Group; Connections to Programs and Services

4. Richmond Seniors Advisory Committee: Age-Friendly Stakeholder Committee Member; Neighbourhood Group Participant; Referrals to Neighbourhood Group; Marketing and Promotions

5. Verve Senior Living: Age-Friendly Stakeholder Committee Member; Referrals to Neighbourhood Group; Marketing and Promotions; Information and Resources

6. Metro Vancouver Housing Corporation: Age-Friendly Stakeholder Committee Member; Referrals to Neighbourhood Group; Marketing and Promotions; Information and Resources; Connections to Programs and Services

7. Vancouver Coastal Health (Public Health and Primary Care, Falls Prevention Team and Older Adult Mental Health): Age-Friendly Stakeholder Committee Member; Neighbourhood Group Participant; Referrals to Neighbourhood Group; Marketing and Promotions; Training and Education; Information and Resources; Guest Speaker; Connections to Programs and Services; Volunteer Support

8. Alzheimer Society of B.C.: Age-Friendly Stakeholder Committee Member; Referrals to Neighbourhood Group; Marketing and Promotions; Training and Education; Information and Resources; Guest Speaker; Connections to Programs and Services

9. Minoru Seniors Society: Age-Friendly Stakeholder Committee Member; Neighbourhood Group Participant; Referrals to Neighbourhood Group; Marketing and Promotions;

Information and Resources; Connections to Programs and Services; Volunteer Support

10. Richmond Public Library: Age-Friendly Stakeholder Committee Member; Referrals to Neighbourhood Group; Marketing and Promotions; Information and Resources; Connections to Programs and Services

11. Community Centre Associations: Age-Friendly Stakeholder Committee Member; Neighbourhood Group Participant; Referrals to Neighbourhood Group; Marketing and Promotions; Information and Resources; Guest Speaker; Connections to Programs and Services; Volunteer Support

12. City of Richmond: Community Services: Parks, Recreation and Community Social Development; Planning & Development: Policy Planning and Transportation; Engineering and Public Works: Roads and Construction; Community Safety: RCMP: Age-Friendly Stakeholder Committee Member; Neighbourhood Group Participant; Referrals to Neighbourhood Group; Marketing and Promotions; Training and Education; Information and Resources; Guest Speaker; Connections to Programs and Services; Volunteer Support

C. Describe any direct participation by seniors in the proposed planning activities.

Seniors will directly participate in the project in the following ways:

1. Age-Friendly Stakeholder Committee Member
2. Neighbourhood Group Participant
3. Referrals to Neighbourhood Group
4. Marketing and Promotions Support
5. Training and Education
6. Volunteer Support
7. Participants of the Roundtable Meeting

8. Evaluation. How will the project be evaluated (performance measures and/or benchmarks be used to measure outcomes)? How will this information be used?

A pre and post survey will be given to neighbourhood group members to measure their awareness of built environment components in their neighbourhood as well as City programs and services that may support positive aging in place.

The roundtable meeting which will bring together the Age-Friendly Stakeholder Committee and neighbourhood group will be evaluating the project work done thus far and will be an evaluation of whether the concept of a neighbourhood group works. All members will present on their experiences and will report back on project activities. This information will be used to determine the success of the neighbourhood group concept and also to make recommendations for use of this tool in the future for other neighborhoods in Richmond.

9. Support from BC Healthy Communities (BCHC) Society. Applicants approved under the 2019 Age-friendly Communities grant program may be eligible to apply for a range of services from BCHC Society.

The purpose of this support is to: 1) engage sector leaders so they can collaboratively prioritize the goals intended to be achieved through their age-friendly community grant; 2) understand and utilize key capacities and innovative practices that will support community groups to bring their age-friendly initiatives to the next level; and 3) determine the next wise actions to achieve the community's age-friendly goals.

Would you be interested in additional information to learn more about possible supports from BCHC Society?

Yes No

10. Additional Information. Please share any other information you think may help support your submission.

The idea for this project stemmed from the success of the previously funded 2018 UBCM Age-Friendly Grant: Richmond Dementia-Friendly Community Action Plan currently being developed which included a Walking Interview led by a person living with dementia and included City staff working in the built environment and other partners such as the Alzheimer Society of B.C. All those involved learned from sharing their perspectives and experiences around navigating the built environment and formed meaningful partnerships through the process.

Please note: Resolution for this grant proposal is on the Agenda for the upcoming Council Meeting on November 26, 2018.

SECTION 3: Required Attachments

Please submit the following with your application:

- Council/Board or Band Council Resolution – Indicating local government support for the proposed project and a willingness to provide overall grant management
- Detailed budget

Submit the completed Application Form and all required attachments as an e-mail attachment to lgps@ubcm.ca and note "2019 Age-friendly" in the subject line. Submit your application as either a Word or PDF file(s). If you submit by e-mail, hardcopies and/or additional copies of the application are not required.

SECTION 4: Signature

Applications are required to be signed by an authorized representative of the applicant. Please note all application materials will be shared with the Province of BC and BCHC Society.

Name: Debbie Hertha

Title: Seniors Coordinator

Signature:



Date: November 2, 2018