



Age-Friendly Plan Grant Application:

Make a copy of this file to your computer to fill out.

Submission Instructions:

Please submit your application and supporting documents to the Rural Development Network's Program Specialist, Aleesha Cabay, at: aleeshac@ruraldevelopment.ca

Please ensure that the completed application and all required documents are submitted no later than **4:30 p.m. Mountain Standard Time on November 20th, 2026.**

This initiative is made possible by the Age-Friendly Grant, with funding provided by the Government of Alberta through the Ministry of Assisted Living and Social Services. The Rural Development Network serves as the primary contact for all grant-related inquiries.

Application Instructions:

Please refer to the Grant Guide for detailed instructions and helpful tips on how to complete each section of this application. The guide also includes instructions and sample templates to help you understand what information is required and how to present it.

Note to Applicants:

While the Rural Development Network administers this grant, it is open to all Alberta communities regardless of size, including urban, rural and remote communities. You do not need to be a rural community to receive the grant.

Before completing this application, please review the Grant Guide. Answer all the questions with as much detail as is relevant to your community.

Also, RDN recognizes that communities may be at different stages in their Age-Friendly journey. With this in mind, please note that you do not need to have all the answers or an established Age-Friendly Committee to apply. We encourage you to share your community's strengths, ideas, and opportunities where there can be collaboration.

If you have any questions, please contact the Program Specialist, Aleesha Cabay: aleeshac@ruraldevelopment.ca. This application must be completed and submitted via email by **November 20th, 2026**, at 4:30 pm Mountain Standard Time.

Applications must include the following supporting documents:

- ☐ Letter of partnership from two partners outlining their role in the project.
- ☐ A registered CRA number (if you are a committee applying for funding, you must have a backbone agency willing to oversee the financials with a letter of commitment outlining their role)
- ☐ Budget template outlining tentative expenditures and revenues for the project. This would include what you plan on spending the grant funding on and any additional funding you may receive for this project.

Optional document (not required but will strengthen your application):

- ☐ Letter of commitment or resolution from the municipality (if the committee is regional, must have one from each municipality in the region). This letter will be signed by both the CAO and the Mayor outlining their commitment and role in the project.

APPLICATION

Reminder. Please reference the Grant Guide to support your application process.

Community Name(s)	
Organization Name	
Primary Contact	
Title	
Telephone	
Email	

Project summary:

Provide an overview of the proposed project and what deliverables you are hoping to achieve such as creating a committee, facilitating a community assessment, and creating or renewing an Age-Friendly action plan. Consider whether any of the eight Age-Friendly priority areas outlined in the Grant Guide are relevant to your community's needs. Please describe how older adults will be involved throughout the project, including opportunities to share their experiences and participate in planning and decision-making.

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Identify the impact:

Describe the projected impact of the funded project on your community and the lives of older adults, explain how these outcomes align with the eight Age-Friendly priorities outlined in the grant guide.

Organizational knowledge/expertise/skills:

What knowledge/expertise/or skills will you leverage to help this project succeed? Does your organization have previous experience in overseeing community assessments, community committees, and action plans?

Description of current age-friendly work that is being done:

If there is any current age-friendly work being done in the community, provide an overview of this work and how you plan on building upon it.

Project Timeline:

Provide an overview of the actionable items that will be completed, what deliverables will be completed, and by when. This includes the key milestones for the project and can include activities that go beyond the grant period, but funding can not be used for activities past the grant period end. Please refer to the Grant Guide for an example of what a timeline can look like.

Establish an Age-Friendly Committee	Conduct a Community Assessment	Develop an Age-Friendly Action Plan

Challenges:

Do you foresee any potential barriers or challenges that you may encounter during this project? This is meant as a moment of reflection to help us understand opportunities for growth during this project or areas where we can provide support and assistance.

Project team:

Who has committed to being part of the project and/or what partnerships you will be leveraging to help this project succeed.

Partnership organization	Role in the project	Subject matter specialty (if applicable)

Data:

Describe any existing data or community assessments that have potential to support the needs of the age-friendly action plan and implementation. **You do not need to provide raw data.** Please just share a brief summary of findings and how they relate to your community's age-friendly needs.

Sustainability:

Once the Age-Friendly action plan is developed how will you ensure the identified action items are addressed? Since addressing these action items does not fall within the scope of this grant, please describe your long-term vision and sustainability plan for the project.

Other areas of support:

Please identify if there are other ways, aside from financial support, you think RDN can support the project.