**Alberta Municipalities – Grant Survey**

**Introduction**

In support of our members, ABmunis has initiated a review to develop a series of general and grant specific recommendations focused on funding available for municipalities from the Government of Alberta. These recommendations are expected to represent our members’ experiences applying for grants, propose opportunities for improvement, and drive action to support the continued community building of municipalities across Alberta. As a member and recipient of grant funding from the Government of Alberta, your perspectives are vital to understand the pain points and opportunities for grants.

We have designed a survey to gather your feedback. This survey is estimated to take between **15 - 30** **minutes** to complete. We kindly request that you submit your responses no later than **September 6, 2024.** Individual responses to the survey are confidential and the results will not be attributed to any individual or municipality. All findings, comments and responses from the survey will be aggregated and anonymized. We recommend using a desktop to complete the survey if possible.

KPMG LLP, a professional services firm, has been engaged to conduct this review and will be additionally leading a series of engagements that will dive deeper into preliminary findings from the survey. If you are interested in discussing your experiences with grant programs in more depth, we encourage you to register for one of our focus group sessions at the following link:

<https://forms.office.com/e/wQjqtN7wmA>

The survey is structured as follows:

**Section 1 - Municipal Resources:** Two multiple choice questions to understand the resources your municipality has available to support grant applications. (Approx. 1 minute).

**Section 2 - Alignment with Municipal Goals:** Two rating questions to understand how well grant programs align with the mandate and goals of your municipality. (Approx. 1 minute).

**Section 3 - Grant Experience:** Three open-text question to understand the general strengths and challenges you have faced when applying to grant programs. Please be as detailed in your responses as possible, as your answers will provide valuable insights for recommendations for improvement. (Approx. 5 - 10 minutes).

**Section 4 - Identification and Rating of Grant Providers:** Two rating questions for a list of 15 grant providers, primarily ministries or agencies, that municipalities can apply to for grant funding. This list also includes the Alberta Foundation of the Arts, as municipalities frequently assist local non-profits with these applications. (Approx. 5 minutes).

**Section 5 - Grant Challenges:** Four rating questions for each stage of the grant process for each grant provider to understand specific challenges in various stages of the grant process. (Approx. 5 minutes).

To submit your survey responses, please complete the following:

1. Download or print this survey. You may either handwrite your responses or type them in a Word document or email.
2. Scan or upload your completed survey and email your responses to Alberta Municipalities at [advocacy@abmunis.ca](mailto:advocacy@abmunis.ca).

Thank you for your participation, your time and thoughtful input.

**Survey**

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| Introductory Information |
| Your E-mail: |
|  |
| Name of Municipality: |
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| Section 1: Municipal Resources |
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| 1. On average how many municipal staff hours are used annually by the municipality to support municipal grants received from the Government of Alberta (i.e., applying for, managing grant funding and reporting, etc.) |
| *Circle one answer:*   1. Less than 50 hours 2. 50-100 3. 100-200 4. 200 + hours |
| 1. On average, how many third-party contractor hours are used annually by the municipality to support municipal grants received from the Government of Alberta (i.e., applying for, managing grant funding and reporting, etc.) |
| *Circle one answer:*   1. Less than 50 hours 2. 50-100 3. 100-200 4. 200 + hours |
| Section 2: Alignment with Municipal Goals |
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| 1. To what extent do Government of Alberta grant programs align with the mandate and goals of your municipality? |
| *Circle one answer:*  a) Absence of Alignment  b) Minimal Alignment  c) Mostly Aligned  d) Completely Aligned  e) Unsure |
| 1. To what extent are there overlapping or duplicative objectives across the Government of Alberta’s grant programs? |
| *Circle one answer:*   1. Significant Overlap 2. Partial Overlap 3. Minimal Overlap 4. No Overlap 5. Unsure |
| Section 3: Grant Experience |
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| 1. What could be done to improve alignment with the mandate and goals of your municipality and / or to reduce duplication? |
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| 1. What does your municipality see as general strengths in the current process for municipal grants provided by the Government of Alberta? |
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| 1. What does your municipality see as ways to improve the current process for municipal grants provided by the Government of Alberta? |
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| Section 4: Identification and Rating of Grant Providers |
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| 1. Please identify all grant providers your municipality has applied to for grant programs. Put a check mark in each relevant box for each provider.   Please refer to the table at the end of the survey for a list of grant programs by provider. Please add any additional provincial grant providers you may have applied to that have not been listed. |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | |  | **Successful Application** | **Unsuccessful Application** | **Both Successful and Unsuccessful Applications** | **Never Applied** | | Agriculture and Irrigation |  |  |  |  | | Alberta Innovates |  |  |  |  | | Alberta Foundation of the Arts |  |  |  |  | | Arts, Culture and Status of Women |  |  |  |  | | Environment and Protected Areas |  |  |  |  | | Health |  |  |  |  | | Jobs, Economy, and Trade |  |  |  |  | | Justice |  |  |  |  | | Municipal Affairs |  |  |  |  | | Municipal Climate change Action Centre |  |  |  |  | | Public Safety and Emergency Services |  |  |  |  | | Seniors, Community and Social Services |  |  |  |  | | Technology and Innovation |  |  |  |  | | Travel Alberta |  |  |  |  | | Transportation and Economic Corridors |  |  |  |  | |
| 1. Please rate your overall experience in applying to grant programs for each grant provider you have applied to. |
| |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | |  | **Very Negative** | **Negative** | **Neutral** | **Positive** | **Very Positive** | | Agriculture and Irrigation |  |  |  |  |  | | Alberta Innovates |  |  |  |  |  | | Alberta Foundation of the Arts |  |  |  |  |  | | Arts, Culture and Status of Women |  |  |  |  |  | | Environment and Protected Areas |  |  |  |  |  | | Health |  |  |  |  |  | | Jobs, Economy, and Trade |  |  |  |  |  | | Justice |  |  |  |  |  | | Municipal Affairs |  |  |  |  |  | | Municipal Climate change Action Centre |  |  |  |  |  | | Public Safety and Emergency Services |  |  |  |  |  | | Seniors, Community and Social Services |  |  |  |  |  | | Technology and Innovation |  |  |  |  |  | | Travel Alberta |  |  |  |  |  | | Transportation and Economic Corridors |  |  |  |  |  | |
| Section 5 - Grant Challenges |
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| 1. Grant Preparation:   This initial stage involves potential grantees conducting research to identify grant opportunities that align with municipal objectives. They then review and prepare the necessary documentation.  Grant Identification: Ease of identification of grant program by grant applicants.  Grant Information: Accessibility and clarity of grant information, direction, and process direction.  Eligibility Criteria: Explicit and clear eligibility rules.  Did you encounter any of the following challenges with grant preparation? Select all that apply. |
| |  |  |  |  | | --- | --- | --- | --- | |  | **Grant Identification** | **Grant Information** | **Eligibility Criteria** | | Agriculture and Irrigation |  |  |  | | Alberta Innovates |  |  |  | | Alberta Foundation of the Arts |  |  |  | | Arts, Culture and Status of Women |  |  |  | | Environment and Protected Areas |  |  |  | | Health |  |  |  | | Jobs, Economy, and Trade |  |  |  | | Justice |  |  |  | | Municipal Affairs |  |  |  | | Municipal Climate change Action Centre |  |  |  | | Public Safety and Emergency Services |  |  |  | | Seniors, Community and Social Services |  |  |  | | Technology and Innovation |  |  |  | | Travel Alberta |  |  |  | | Transportation and Economic Corridors |  |  |  | |
| 1. Grant Submission:   In this phase, potential grantees pose clarifying questions, prepare, and submit their applications. They also monitor the status of their applications and await the decision notification.  Submission Process: The standardization, simplicity, and efficiency of the application submission process.  Status of Application: Grant status visibility and tracking for applicants.  Decision Process: Defined, consistent and transparent evaluation process.  Communication: Ease of communication to application inquires, response times following application submission, and application feedback.  Did you encounter any of the following challenges with grant submission? Select all that apply. |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | |  | **Submission Process** | **Status of Application** | **Decision Process** | **Communication** | | Agriculture and Irrigation |  |  |  |  | | Alberta Innovates |  |  |  |  | | Alberta Foundation of the Arts |  |  |  |  | | Arts, Culture and Status of Women |  |  |  |  | | Environment and Protected Areas |  |  |  |  | | Health |  |  |  |  | | Jobs, Economy, and Trade |  |  |  |  | | Justice |  |  |  |  | | Municipal Affairs |  |  |  |  | | Municipal Climate change Action Centre |  |  |  |  | | Public Safety and Emergency Services |  |  |  |  | | Seniors, Community and Social Services |  |  |  |  | | Technology and Innovation |  |  |  |  | | Travel Alberta |  |  |  |  | | Transportation and Economic Corridors |  |  |  |  | |
| 1. Grant Management:   This stage involves both grantees and grantors executing grant agreements. Grantees then implement relevant projects and work plans, report on progress, and manage the received funds. Key activities include monitoring project progress, managing funds, reporting to the funding organization, and ensuring compliance with the grant's terms and conditions.  Interim Reporting Requirements: The ease of interim reporting and the clarity of the requirements.  Interim Reporting Timelines: The feasibility of interim reporting timelines, with notifications and reminders.  Interim Communication: Ease of communication to reporting inquires, response times and feedback.  Did you encounter any of the following challenges with grant management? Select all that apply. |
| |  |  |  |  | | --- | --- | --- | --- | |  | **Interim Reporting Requirements** | **Interim Reporting Timelines** | **Interim Communication** | | Agriculture and Irrigation |  |  |  | | Alberta Innovates |  |  |  | | Alberta Foundation of the Arts |  |  |  | | Arts, Culture and Status of Women |  |  |  | | Environment and Protected Areas |  |  |  | | Health |  |  |  | | Jobs, Economy, and Trade |  |  |  | | Justice |  |  |  | | Municipal Affairs |  |  |  | | Municipal Climate change Action Centre |  |  |  | | Public Safety and Emergency Services |  |  |  | | Seniors, Community and Social Services |  |  |  | | Technology and Innovation |  |  |  | | Travel Alberta |  |  |  | | Transportation and Economic Corridors |  |  |  | |
| 1. Grant Closeout:   This is the concluding stage of the grant process. Here, the project is finalized, and final reports are submitted to the funding organization. Major activities include wrapping up project activities, preparing final financial and project reports, and ensuring all obligations have been fulfilled.  Final Reporting Requirements: The ease of final reporting and the clarity of the requirements.  Final Reporting Timelines: The feasibility of final reporting timelines, with notifications and reminders.  Final Communication: Ease of communication to reporting inquires, response times and feedback.  Did you encounter any of the following challenges with grant closeout? Select all that apply. |
| |  |  |  |  | | --- | --- | --- | --- | |  | **Final Reporting Requirements** | **Final Reporting Timelines** | **Final Communication** | | Agriculture and Irrigation |  |  |  | | Alberta Innovates |  |  |  | | Alberta Foundation of the Arts |  |  |  | | Arts, Culture and Status of Women |  |  |  | | Environment and Protected Areas |  |  |  | | Health |  |  |  | | Jobs, Economy, and Trade |  |  |  | | Justice |  |  |  | | Municipal Affairs |  |  |  | | Municipal Climate change Action Centre |  |  |  | | Public Safety and Emergency Services |  |  |  | | Seniors, Community and Social Services |  |  |  | | Technology and Innovation |  |  |  | | Travel Alberta |  |  |  | | Transportation and Economic Corridors |  |  |  | |
| 1. Please provide any further thoughts on challenges you may have encountered during the grant preparation, submission, management, or closeout stage. |
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**List of Grant Programs for each Provider**

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| **Ministry / Agency** | **Grant (Full Name)** |
| Agriculture and Irrigation | Agricultural Service Board Grant |
| Agriculture and Irrigation | Canadian Agricultural Partnership Modernization |
| Agriculture and Irrigation | Small Community Opportunity Program |
| Alberta Innovates | Land and Biodiversity Program |
| Alberta Innovates | Recovery Technologies Program |
| Alberta Innovates | Bitumen Partial Upgrading Program |
| Alberta Foundation of the Arts | Community Performing Arts Organizations Operating Funding |
| Alberta Foundation of the Arts | Community Support Organizations Operating Funding |
| Alberta Foundation of the Arts | Major Arts Presenters Operating Funding |
| Alberta Foundation of the Arts | Professional Performing Arts Organizations Operating Funding |
| Alberta Foundation of the Arts | Provincial Arts Service Organizations Operating Funding |
| Alberta Foundation of the Arts | Public Art Galleries Operating Funding |
| Alberta Foundation of the Arts | Arts Presenting Project Funding |
| Arts, Culture and Status of Women | Heritage Awareness Grants |
| Arts, Culture and Status of Women | Heritage Publication Grants |
| Arts, Culture and Status of Women | Historic Resource Conservation Grants |
| Arts, Culture and Status of Women | Heritage Research Grants |
| Environment and Protected Areas | Alberta’s Public Land Trails Grant Program |
| Environment and Protected Areas | Drought and Flood Protection Program |
| Environment and Protected Areas | Watershed Resiliency and Restoration Program |
| Health | Continuing Care Capital Program |
| Jobs, Economy and Trade | Northern and Regional Economic Development Program |
| Justice | Alberta Community Restorative Justice Grant |
| Justice | Alberta Community Justice Grant |
| Justice | Policing Support Grant |
| Justice | Alberta Crime Prevention Grant |
| Municipal Affairs | Alberta Community Partnership |
| Municipal Affairs | Community Revitalization Levy Program |
| Municipal Affairs | Fire Services Training Program |
| Municipal Affairs | Grants In Place of Taxes |
| Municipal Affairs | Local Government Fiscal Framework |
| Municipal Affairs | Municipal Sustainability Initiative - Operating |
| Municipal Climate Change Action Centre | Climate Resilience Capacity Building Program |
| Municipal Climate Change Action Centre | Community Energy Conservation Program |
| Municipal Climate Change Action Centre | Electric Vehicles for Municipalities Program |
| Municipal Climate Change Action Centre | Municipal Energy Manager Program |
| Public Safety and Emergency Services | 911 Grant Program |
| Public Safety and Emergency Services | Indigenous and Municipal Police Transition Study Grant |
| Seniors, Community and Social Services | Affordable Housing Partnership Framework |
| Seniors, Community and Social Services | Capital Maintenance and Renewal Program |
| Seniors, Community and Social Services | Family and Community Support Services Program |
| Seniors, Community and Social Services | Indigenous Housing Capital Program |
| Technology and Innovation | Alberta Broadband Fund |
| Travel Alberta | Events and Festivals Fund |
| Travel Alberta | Rural Development and Promotion Fund |
| Transportation and Economic Corridors | Alberta Municipal Water/Wastewater Program |
| Transportation and Economic Corridors | Alberta Municipal Water/Wastewater Program -- Economic Stimulus |
| Transportation and Economic Corridors | Green Transit Incentive Program |
| Transportation and Economic Corridors | Investing in Canada Infrastructure Program – Public Transit |
| Transportation and Economic Corridors | Strategic Transportation Infrastructure Program |
| Transportation and Economic Corridors | Strategic Transportation Infrastructure Program -- Economic Stimulus |
| Transportation and Economic Corridors | Water for Life |
| Transportation and Economic Corridors | Clean Water and Wastewater Fund |