



The Home Program: 2025 Grant Guidelines

Community | Partnership | Sustainability

These guidelines provide information on the Home Program’s 2025 grant application process. We encourage all applicants to contact TheHomeProgram@calgary.ca to have questions answered prior to applying.

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What is the Home Program?

The Home Program provides grants to non-profit organizations to **increase housing stability and successful tenancies** for affordable housing residents or Calgarians in housing need.

As a City-led initiative, the Home Program supports affordable housing providers and residents, aligning with [Home is Here: The City of Calgary's Housing Strategy 2024-2030](#).

Home Program aims to:

- Support individuals to thrive in the right housing at the right time within the non-market housing system.
- Support innovative projects that address housing challenges;
- Help promising initiatives to achieve sustainability or scale, and;
- Promote collaborations and partnerships to reduce systemic barriers.

What are the Home Program Priority Areas?

The Home Program provides one-time grant funding to new projects that **directly improve housing stability and successful tenancies** in these priority areas:

- **Education and Skill Building:** Strengthen relevant knowledge and skills needed to successfully maintain housing.
- **Financial Empowerment:** Strengthen financial literacy, behaviour, and opportunities to improve housing stability.
- **Community Inclusion and Integration:** Increase participation and engagement with the local community, services and supports to promote housing stability.
- Initiatives that address barriers and root causes of housing instability for **Indigenous People**.
- Initiatives that address barriers and root causes of housing instability for **Black and racialized people and equity-deserving populations**¹.

Priority will be given to projects led by or serving for Indigenous People, Black and racialized people, and other equity-deserving populations.

¹ Equity-deserving populations describes groups of people who do not benefit equally from public and private investments due to needs and barriers related to intersecting identity factors, demographics, and geographic location.



Who is eligible to apply for funding?

Organizations must meet **one of the following criteria** and hold \$2,000,000 in liability insurance:

1. Affordable Housing Provider:
 - Develop, own, and/or operate affordable and/or social housing rented below the market average to Calgarians in housing need within the Calgary city limits.
2. Non-Profit Organization:
 - Registered under the *Societies' Act of Alberta* or the *Companies' Act of Alberta*.
 - Note: If the applicant is **NOT** an affordable housing provider, applicants must partner with one for their project. A **letter of support** from an affordable housing provider is required.
 - Please email the **letter of support** to TheHomeProgram@calgary.ca with the project name in the subject line.
3. Indigenous Organizations:
 - Indigenous non-profit housing provider² or signatories of Treaty 7, the Métis Nation of Alberta (Calgary offices), and/or an Indigenous urban social or housing organization planning affordable housing in Calgary.
 - ***New*** – Indigenous-led organizations applying for Home Program funding will have the opportunity to present their project through an in-person oral presentation.
 - Please express your interest by emailing TheHomeProgram@calgary.ca to schedule an in-person meeting, and include the following in your email:
 - Organization Name
 - Project Contact
 - Brief Project Description
 - ***Important *** – An online application submission is still required. Presentations must be scheduled before March 31st to be considered for funding.

Why do you require a letter of support for applicants who are not an affordable housing provider?

- The Home Program focuses on **increasing housing stability** and **successful tenancies** for Calgarians in need.
- While many organizations serve this population, affordable housing providers directly can best connect their tenants/clients to programs/services. Requiring a partnership ensures that projects support the right target group.

² Indigenous Non-Profit Housing Provider is defined as a non-profit, charitable organization or Indigenous government with an explicit mandate to serve, support and deliver housing and programs for Indigenous by Indigenous. Indigenous Non-Profit Housing Providers in the context of this funding can demonstrate experience in delivering Indigenous specific affordable housing in urban settings, an understanding of the culturally relevant housing and support needs of Indigenous people in the urban setting, evidence of co-creation of the project (ethical space, OCAP, FIBI) and relevant connections to Indigenous service providers, Elders, and other supports.



- If you have questions about the letter of support, please reach out to us.

What are the types of Home Program Grants?

- **Community Grant (up to \$25,000)** – for pilot projects that create innovative and lasting changes in the housing system.
- **Partnership Initiative Grant (from \$25,001 to \$200,000)** – for pilot projects leveraging partnerships to reduce systemic barriers across the non-market housing system. If multiple organizations are involved in delivery of the project, one non-profit should be identified to lead the project (including grant disbursement, reporting, etc.).
- Sustainability Initiative Grant – limited funding is available for previously funded Home Program projects seeking additional support to scale, replicate or achieve a sustainable model.
 - Applicants must be in good standing (i.e., completed their previously funded project and submitted all required reporting) to apply and provide a strong rationale for sustaining their project.

How does my organization apply for funding?

- Please ensure you meet the eligibility requirements.
- Complete the 2025 Home Program Grant Application online on our [website](#).
 - Note the online application form does not save your answers automatically and must be completed and submitted in one session. Use the preparation sheet as a reference to draft your responses before submission.
- Only electronic applications will be accepted. If support is required, please email The Home Program administrator at TheHomeProgram@calgary.ca.
- ***New*** – Indigenous organizations and/or Indigenous-led projects applying for Home Program funding will have the opportunity to present their project through an in-person oral presentation.

Please note: Applicants will still be required to submit an online submission through the portal before the application deadline.

Please express your interest by emailing samantha.efthimiou@calgary.ca and karin.moen@calgary.ca to schedule an in-person meeting.

Presentations must be scheduled before March 31st to be considered for funding.



What are the requirements to apply to this grant?

- Projects must:
 - Align with one of the Home Program's priority areas.
 - Not be part of the organization's ongoing or core operations.
 - Be completed within 24 months of funding approval.
 - Limited flexibility on extensions.
- Applicants must submit a final project report within 30 days of the project's end date.
- If the applicant is **NOT** an affordable housing provider (i.e. the applicant is a non-profit organization that serves Calgarians, but does not develop, own, and operate affordable and/or social housing that is rented below market average), a **letter of support** from an affordable housing provider is required.
 - Please email this to TheHomeProgram@calgary.ca with the project name in the subject line.

What are examples of eligible expenses?

Costs associated with the development, delivery, or evaluation of new programs or significant expansion or new components of existing programs, including:

- Salaries directly related to project implementation
- Rental of space
- Project materials
- Meeting costs
- Office expenses
- Volunteer/Resident engagement and recognition
- Capital purchases may be considered if they are a key component to support programming

What are examples of expenses that are **NOT** eligible?

- Ongoing or core operations
- Rent subsidies or direct payments to individuals or families
- Academic research
- Attending Conferences
- Religious activities or proselytizing
- Fundraising events/activities or fundraiser's salaries
- Expenses incurred prior to approval of Home Program funding
- Debt, emergency funding
- Land, building or vehicle purchases
- Capital purchases as the principal project driver (i.e., capital renovations, technology purchase with limited complementary programming, etc.)
- Debt retirement and endowment building



What should be included in the application budget?

- All direct and indirect costs (i.e., personnel, materials and supplies, resident engagement, etc.), additional revenue sources, and in-kind contributions.
- Administration support for the project (cannot exceed 20% of the overall budget).
- The total amount being requested from The Home Program.

What are the assessment criteria for applications?

Applications for funding will be assessed on:

- **Alignment:** The project's alignment with The Home Program's key priority areas and the [City's Housing Strategy](#).
- **Demonstrated Need:** Evidence of the need for the project.
- **Project Plan:** Clarity and feasibility of the project plan and activities.
- **Budget Fit:** Alignment between proposed activities and the budget.
- **Capacity:** The organization's ability to complete the project within the 24-month timeline. Note: extensions will only be considered in extreme circumstances.
- **Impact:** The project's reach and involvement with Calgarians in housing need (i.e. # of people served and the population served).
- Service to Indigenous, Black, Racialized People and equity-deserving populations.
 - Projects led by, and/or for, Indigenous People, Black or Racialized People and equity-deserving populations will receive priority consideration.

What are the reporting and other grant administration requirements?

- Approved applicants must sign a grant agreement with The City of Calgary. All required documents must be submitted before funds are disbursed.
- **Final Report:** A detailed evaluation report is due within 30 days of the project's completion. A template will be provided that includes the following:
 - Financial breakdown of funds used.
 - List of partners involved.
 - Outcome and output measurements.
 - Participant spotlight stories and lessons learned.
 - Participant survey.
- **Interim Updates:** Less formal project updates (i.e., email update or phone call) may be requested during the project term.
- **Unspent Funds:** Any unused funds or incomplete projects by the project end date must be returned back to The City.



What are examples of successful projects?

- Please visit our [webpage](#) for a list of 2024 grant recipients and project details.

What is the application deadline for the Call for Funding?

- Application portal will open on February 18th, 2025, on www.calgary.ca/homeprogram.
- Application submissions will be accepted during a set intake period(s). For 2025, applications for the Home Program will be accepted from February 18 – March 31, 2025.
- Once all funds are awarded, the application process will close for the remainder of the calendar year.

Who reviews and approves funding applications?

- Home Program applications for grant funding will be reviewed by an internal evaluation panel through a competitive review process.
- Final funding recommendations will be approved by designated City signing authorities.