

Written Grant Proposal

CSR27028 Non-Profit Services and Grant Writing

Submitted by Maria Deray

Submitted to: Dr. Paula DeCoito

December 11, 2020

Sheridan College



December 7, 2020

Dr. Paula DeCoito  
CEO Sher Foundation  
7899 McLaughlin Road  
Brampton, ON L6Y 5H9

Re: A Walk to a Healthy Lifestyle

Dear Dr. DeCoito,

The Active Adult Centre of Mississauga (ACCM) is courteously requesting a grant of \$96,384.40 to organize an educational and recreational program that would promote awareness of the significance of eating healthy and staying active as people age.

The purpose of the project is to support 200 older adults in Mississauga in combating social isolation and inform them of the benefit of consuming the right food as an early intervention to fight chronic illnesses that come with aging. Our organization has been supporting older adults to stay active and engaged in the community by providing programs and activities that are suitable for their needs. The progression of the ACCM Board's role and the selfless dedication of the staff combined with the use of diverse and inclusive approaches enable us to develop essential and effective programs for older adults and the community.

The ACCM has facilitated innovative programs that have attracted many older adults to participate and our recent program evaluation showed 97% positive response from participants and their families. We are confident that our organization will be able to serve the needs of older adults and to implement the proposed project with your generous assistance and collaboration.

Thank you for your consideration and forthcoming response. If you need further information or should you have any questions, please call Maria Chavez Deray, our Project Coordinator, at 905-123-4567 or email her at [mcdery@aacmiss.info.ca](mailto:mcdery@aacmiss.info.ca).

Sincerely,

*Linda Salb*  
Linda Salb  
Executive Director



## Sher Foundation 2019 GRANT APPLICATION

**Ensure your application is complete.** We cannot accept incomplete applications, so please review your application to ensure you have provided everything we need to assess your application.

**We cannot accept late applications, out of fairness to all applicants.** Please submit your application by 11:59 pm of your class day in Week 13 in order to be considered for funding.

### PART A: ORGANIZATIONAL PROFILE

**Organization Name:**

Active Adult Centre of Mississauga (AACM)

**Street Address:**

377 Burnhamthorpe Road East

**City:**

Mississauga

**Province:**

Ontario

**Postal Code:**

L5A 3Y1

**Telephone:**

(905)-123-4567

**Contact Person's Name:**

Maria Chavez Deray

**Contact Person's Title:**

Project Coordinator

**What is your organization's Vision and Mission?**

**Vision:** A dynamic and vibrant community of healthy, happy, and engaged older adults.

**Mission:** We are a welcoming place that celebrates individuality and diversity, inspiring older adults to embrace vitality, optimize their health and well-being, and broaden their horizons.

## What are your organization's typical activities (e.g. programs, services)?

Active Adult Centre of Mississauga (AACM) formerly known as Square One Older Adult Centre (SOOAC) is a charitable organization that was established in 1992. It strives to ensure that older adults stay active, live independently, get involved with the community and enhance their well-being and health. Our services include social, educational, health/wellness and multicultural program, and provides volunteering program opportunities. Our organization delivers the following services:

### 1. Educational Programs

- computer workshops, one-on-one computer tutoring, book club, creative writing, internet café, guided meditation, and Lunch n' Learn lecture series

**Program Statistics:** A total of 1, 105 participants attended our educational programs in 2019

### 2. Social Programs

- dance programs such as ballroom dance, line dancing, beginner ballet, belly dancing, sit and dance, international folk performance class, flamenco dance, and day trips
- Card and games programs such as bingo, cribbage, dominoes, euchre, and "brush up on bridge"
- art, craft, and music programs such as lectures and workshops, acrylic painting workshops, basic and intermediate ukulele, choir, jewelry making class, "stitch and chat"

**Program Statistics:** A total of 1,310 participated in the multiple social programs in 2019

### 3. Health & Wellness Programs

- active programs such as chair-exercise, coed fitness, gentle yoga, mall walkers, stretch meditation, table tennis, tai chi, toning, Zumba, and Bollyfit
- blood pressure clinic, hearing clinic, foot care clinic, dental care program for seniors, cooking healthy meal workshop, Community Café dining program, counselling and support, and health information sessions

**Program Statistics:** A total of 1, 200 seniors attended health and wellness services and workshops in 2019

### 4. Telephone Reassurance Program

- check-in and provide phone calls to older adults who live independently and need of someone to be in contact with them to warrant their well-being regularly

**Program Statistics:** 12,525 calls made over 2019-2020

### Other Statistics:

- Over 90 programs and activities offered weekly
- 77% of members surveyed and expressed improved health through participation
- 28,132 hours of volunteer support given
- More than 60, 950 visits made to our Centre
- Provided 96 dental services in need
- The Amazing Race Walk-a-thon raised over \$14,000

**Charitable Registration Number:** 81959-5893-RR0001

Source: Active Adult Centre of Mississauga. (n.d.)

<https://www.aacmiss.ca/blog/2020/9/23/annual-report-2019-2020>

## Who uses your services?

The Active Adult Centre of Mississauga is a non-profit organization that focus on keeping the seniors who are 50 years of age and older who lives in Mississauga by providing programs that keep them active, independent, and engaged in the community. Spouses or partners who are under 50 years of age are welcome to use the services and join the programs. The organization has been working to meet the diverse needs of the seniors by providing accessible and rejuvenating activities to strengthen the body, mind, and spirit of every seniors in Mississauga.

**Total active members:** 1483 (originated from 41 countries)

**Sex:** Male: 667 Female: 816

**Age:** Under 50 years old: 278      50-60 years old: 567      61 years and older: 638

**Employment Status:** Full time: 315      Part time: 510      Unemployed: 658

**Language:** English speaking: 865      Non-English speaking: 618

To ensure the provision of services and programs to address the diverse social, educational, mental, and physical needs of seniors in Mississauga, we collaborate with the following groups:

- Active Goan Adults
- Alce-Latin America Art & Healing Group
- Caribbean Seniors Social Activities
- Deaf Seniors Group
- Elderly Vietnamese Seniors Association
- Indonesian Seniors Group
- Silayan Filipino Volunteer Group

Source: Active Adult Centre of Mississauga. (n.d.). *Partner groups.* <https://www.aacmiss.ca/partner-groups>

## PART B: PROJECT OVERVIEW

### 1. Which of Sher Foundation's priority(ies) will your project address? How will it address this/these priority(ies)?

#### Action Priorities:

- a. Active People – Fostering more active lifestyles
- b. Connected People – Building inclusive and engaged communities together

The project will address these priorities by facilitating educational workshops and organizing a recreational program- gardening in Mississauga Community Garden (Malton) to encourage older adults to stay active and connected to the community. Also, we will be collaborating with the Peel Long Term Care to involve the residence in the facilities. Crops or produce will be donated to food banks, Peel Long Term Care facilities, and participants of the program can take products home. This connection would help reduce social isolation experienced by older adults and foster community engagement which can nourish sense of belongingness.

Furthermore, our program will focus on promoting the significance of eating healthy diet as individuals age to foster healthy and independent living among older adults. Five educational workshops will be facilitated informing older adults of the importance of eating nutritious foods to promote active and healthy lifestyle.

#### Priority Outcomes:

- Effective and suitable recreational activities to promote active lifestyle among older adults
- Quality and inclusive programs to encourage participation among older adults
- Reduced social isolation experienced by older adults
- Engaged diverse community in support to enhance quality of life among older adults
- Strong relationship between diverse group to shape the community
- Healthy and independent lifestyle among older adults
- Active participation and engagement of the community and older adults

#### Expected Grant Results:

- Increased number of healthy and active older adults
- Informed older adults and community of the significance of eating healthy
- Older adults take action and leadership to improve physical and mental health
- Developed strong relationship between the community and older adults
- Reduction of social isolation experienced by older adults
- Increased number of quality and inclusive programs that promotes healthy and independent lifestyle

## 2. Provide an overview of your project. Summarize what you hope to do and accomplish.

**TITLE:** A Walk to a Healthy Lifestyle

**TYPE:** Educational and Recreational Program

**TARGET GROUP:** Older adults who are 65 years of age and older who lives in Mississauga and the residence of the Peel Long Term Care facilities

**ISSUE ADDRESSED:** Lack of awareness of the importance of eating a healthy diet as individual age and social isolation experienced by older adults

**GOALS:** 1. Promote healthy eating among seniors in Peel Region

2. Reduce social isolation experienced by older adults in Peel Region

**OBJECTIVES:**

- Facilitate 5 two-hour educational workshops to increase and enhance awareness and knowledge of 200 older adults aged 65 & up about the importance of eating a healthy diet as people age
- Organize an outdoor gardening activity for 20 weeks in Malton Community Garden for 200 older adults aged 65 & up in Mississauga including residence of Peel Long Term facilities. Administer outdoor gardening 5 times a week with 40 participants each day
- Evaluate and assess the effectiveness of the program in promoting healthy eating and reduction of social isolation among older adults

**APPROACH:** We will be working with Peel Long Term Care facilities and our partners to enhance the awareness of older adults about the benefits of eating healthy diet as individual age and to encourage social participation among our targeted community to reduce social isolation. This program conforms to the mission of our organization which is to inspire older adults to embrace their vitality, optimize their health and well-being, and broaden their horizons.

**MAJOR ACTIVITIES:**

**1. Consultation**

- Consult Peel Long Term Care about the eating habits and nutrition issues of seniors.
- Collaborate with the Peel Long Term Care in developing the delivery of the educational aspect of the program
- Establish a relationship with Peel Long Term Care and community partners who support older adults for the recruitment of participants
- Consult a Registered Nutritionist about nutrition and healthy diet suitable for older adults
- Consult with Ecosource about proper and safe gardening with older adults

**2. Project Planning and Development**

- Confirmation of Malton Peel Long Term Care to use the facility for the delivery of the educational program
- Develop and create materials such as brochures, pamphlets, PowerPoint, and videos for the 5 days educational workshops
- Collaborate with Ecosource regarding the use of the Malton Community Garden
- Preparation of the Malton Community Garden
- Purchase tools, equipment, materials for gardening
- Hiring of staffs and recruitment of 15 volunteers from Sheridan College (more if available), recruitment of a graduating nutritionist students to help facilitate the educational workshops.
- Forming a committee, training, and delegating volunteers to specific tasks
- Develop healthy snack plans suitable for older seniors with the approval of a Registered Nutritionist
- Contact and confirm with Canadian Red Cross for transportation (bus) as provision of rides for Adult Day Programs is a part of the organization's Wellness Support

**3. Community Outreach**

- Advertise the program through distribution of flyers and brochures to community partners who serves seniors in Mississauga, community organization, religious worship facilities, school, and Peel Long Term Care
- Publicize the program through social media such as Facebook, Twitter, and LinkedIn.

**4. Registration and Intake**

- Recruitment of 200 participants
- Signed consent form by the 200 participants

**5. Delivery of the Program**

- Conduct 5 two-hour educational program to enhance awareness and knowledge of 200 adults about the importance of eating a healthy diet as people age
- Volunteers and a gardener will start preparing the plots at the Malton Community Garden ensuring that there are raised beds to accommodate the diverse needs of seniors
- Pick up and drop off will be available for the participants
- Organize and administer 20 weeks outdoor gardening in Malton Community Garden for 200 seniors (40 seniors a day- 3hours/day).
- Harvesting and donation of produce to community foodbanks and Peel Long Term Care facilities

**6. Evaluation of the Program**

- A quantitative survey among participants will be conducted on the end of the program to assess its effectiveness
- Questionnaires will be distributed, and answers are confidential to protect the identity of the participants
- A qualitative survey will be administered for the Peel Long Term Care management for their observations to evaluate appropriateness and suitability of the program for the seniors

**OUTCOMES**

- Increased awareness and knowledge of the significance of eating healthy as people age
- Increased in the number active older adults
- Active engagement of older adults within the community
- Strong and positive relationships between older adults and community
- Decreased the risk of diseases related to malnutrition and unhealthy diets such as obesity, diabetes, high blood pressure, etc.
- Development and improvement of programs and activities that promotes inclusion and healthy lifestyle

**IMPACTS:**

- Healthier older adults and community
- Enhanced lifestyle of older adults and the community
- Reduced social isolation
- Empowerment of older adults and marginalized individuals
- Establishment of inclusive support and services to cope with changes as people age
- Improved programs and activities that promote and support diversity
- Independent and sustainable healthy living

**RISK MANAGEMENT**

**Potential Challenges:** Seniors with special needs (accessibility of the community garden), language barrier, possible injuries that can happen while gardening (e.g., fall), and weather changes

**Potential Solutions:** Recruit and train volunteers from different ethnicity to address language barrier and prepare the pathways in Malton Community Garden to be accessible for seniors with special needs. Creating guidelines about safety and making sure seniors will always be in groups (minimum of 2) while gardening, a volunteer will always be onsite to ensure the safety of the participants. If accidents happen, trained volunteer will administer first aid and call for medical help if needed. If the weather is not good, (e.g., rainy) cancellation of the session will be done and seniors will be notified through the communication method they chose upon signing the consent form (e.g., texts, calls, & emails).

**TIMELINE:** 38 weeks (January 20, 2021- October 15, 2021)

**LOCATION OF PROGRAM:** Educational Program – Malton Village Long Term Care  
Recreational Program – Malton Community Garden

**3. Explain why your project is important. For example, clearly state how it fills a gap, meets a need, develops skills, builds on an opportunity, etc. Provide research and/or statistics that demonstrate an interest in or a need for your project.**

The program is designed to promote healthy eating and reduce social isolation among older adults. The project is vital to address the issue pertaining social isolation and malnutrition among older adults. It is not a hidden knowledge that Canada's population is aging. Statistics Canada (2020) reported that there are 6,835,866 seniors aged 65 and older and they are facing challenges such as malnutrition and lack of physical activities due to physical and psychological restrictions. Aging comes with multiple issues pertaining to the preservation of good nutritional health among seniors such as physical, medical, social, and psychological changes (Leslie & Hankey, 2015). Seniors are prone to malnutrition and while it is frequent in all types of institutional care settings, it was determined that it has begun in the communities where seniors live independently (Leslie & Hankey, 2015). In addition, unhealthy eating habits have played a great factor in the development and progression of chronic illnesses among seniors (Donini, Savina, & Canella, 2003).

There are numerous studies about the importance of lifestyle behaviours in health and diseases but the promotion of healthy strategies among seniors is scarce (McNaughton, Crawford, Ball, & Salmon, 2012). This program will address the shortage of promoting healthy strategies among older adults as it will raise awareness and advocate active lifestyle to counter or meet the changes that comes with aging. Eating nutritious food, regular exercise, and brain training can reverse physical impairments among older adults (Eating well..., 2017). It will help seniors especially those who are experiencing social isolation and depression.

The project will be a combination of educational and recreational program. It will contribute to meeting the diverse needs of Canada's aging population. Also, it will be a good fit for seniors as it will raise awareness of the importance of nutritious and healthy eating to lessen chronic illnesses which is common as people age. Meeting the nutritional needs of seniors is imperative to live a healthy and independent life (Leslie & Hankey, 2015). Seniors BC stated that "eating well is important at any age, but it is especially important as you get older to help maintain independence, good spirits, and a well-functioning body and mind" (2017). It is also vital among older adults to eat a balance and a healthy diet with regular exercise as it can help with the aging process (Seniors BC, 2017). Also, there is a change in nutritional and calorie intake as people age, therefore, the needs and emphasis of having a healthy and nutritious diet are urgent among older adults combined with regular physical activities (McNaughton, Crawford, Ball, & Salmon, 2012). The recreational aspect of the program which is gardening will allow seniors to socialize with others and take part actively through outdoor gardening. It will serve as an exercise for older adults to keep them active and involve in the community. Eating well and regular physical activity can help adjust to the natural aging process and can mean the difference between independence and a life spent relying on others" (Seniors BC, 2017).

Overall, the program will be of great significance and relevance to the anticipated growing and diverse needs of the aging population of Canada. It will help produce dynamic, healthy, active, engaged, and independent older adults. Our organization believes that by meeting and supporting the needs and challenges of older adults with urgency will lessen complications in the future.

#### References

- Donini, L. M., Savina, C., & Cannella, C. (2003). Eating habits and appetite control in the elderly: the anorexia of aging. *International psychogeriatrics*, 15(1), 73–87. Retrieved from <https://doi.org/10.1017/s1041610203008779>
- Eating well, staying active and mental exercises can reverse physical frailty in seniors. (2017, Aug). *The Filipino Express*. Retrieved from <https://search-proquest-com.library.sheridanc.on.ca/docview/2129463034?accountid=3455>
- Leslie, W., & Hankey, C. (2015). Aging, nutritional status and health. *Healthcare*, 3(3), 648-658. Retrieved from: <https://doi-org.library.sheridanc.on.ca/10.3390/healthcare3030648>
- McNaughton, S. A., Crawford, D., Ball, K., & Salmon, J. (2012). Understanding determinants of nutrition, physical activity and quality of life among older adults: The wellbeing, eating and exercise for a long life (WELL) study. *Health and Quality of Life Outcomes*, 10(109). doi:<http://dx.doi.org.library.sheridanc.on.ca/10.1186/1477-7525-10-109>
- SeniorsBC. (2017). *Healthy eating for seniors*. Retrieved from <https://www2.gov.bc.ca/assets/gov/people/seniors/health-safety/pdf/healthy-eating-seniorsbook.pdf>
- Statistics Canada. (2020). Seniors and aging statistics. Retrieved from: [https://www.statcan.gc.ca/eng/subjects-start/seniors\\_and\\_aging](https://www.statcan.gc.ca/eng/subjects-start/seniors_and_aging)

**4. Describe who in your community will benefit from the project and how (your target population).**

The program will benefit older adults who are 65 years of age and older who live in Mississauga and the residence of Peel Long Term Care facilities. It will also help caregivers, families of older adults, and the community as a whole as it will address expected issues and challenges that may arise while individuals are aging. It will be easier for them to take care of aging family members. It will also lessen seniors' marginalization as the program promotes independent and healthy living thereby preparing older adults mentally, physically, and psychologically to face the changes that come with aging.

Moreover, this program will raise awareness of the significance of eating healthy among older adults which is essential to prevent the risk of illnesses such as obesity, diabetes, hypertension, and other diseases related to malnutrition. If seniors will stay active and maintain healthy eating habits, it can lead to a healthier community. This means lesser hospitalization and health care needed.

Lastly, the program promotes social interaction that can reduce social isolation which is common among older adults. Social isolation can negatively affect mental health and can lead to health deterioration. Participating in recreational activities such as this program will foster a feeling of belongingness and an opportunity for older adults to meet and socialize with people of their age.

**5. Describe your organization's ability to carry out this project. Explain how your proposal is unique, or builds on either the work you are already doing or the work of others.**

**MANAGEMENT ABILITY**

The Active Adult Centre of Mississauga is supporting older adults' community since 1992. Our average daily clients exceed 205 individuals. Our organization consist of 4 Board Members, 3 full time Registered Social Workers, 5 full time Social Service Workers, and 8 administrative workers (part-time and full-time); who are fully committed and tirelessly working together in aiming to achieve the vision and mission of our organization. Each staff is bestowing distinctive skills, efforts, knowledge, and ideas to build a stronger, healthier, more effective, and more responsive organization for the community.

The Board, staffs, and volunteers worked together and continuously adopting diverse and inclusive strategies to support older adults. We also strive to evaluate and assess our programs in accordance with the interests and needs of older adults. Throughout 2019-2020, we took big steps towards our utmost vision of promoting a dynamic community of healthy, happy, and engaged older adults. Our programs and activities captured the interests of older adults and attract 2484 older adult members and guests to stay active and engaged.

In 2019, one hundred and seventy-four volunteers, mainly seniors contributed 28,132 hours to our agency, ensuring administration activities to day trips ran smoothly. Our agency also mentored 91 students, including 24 nursing students from Humber College who completed their practicum in our agency.

**KNOWLEDGE, SKILLS, AND EXPERIENCE**

AACM staffs consist of diverse individuals who can speak different languages such as English, Spanish, Cantonese, French, Mandarin, Tagalog, Urdu, Punjab, Hindi, Gujarati, Italian, Khmer, and Arabic. We pride our organization with highly efficient, professional, empathetic, and compassionate staffs. We utilize different lens and strategies in supporting older adults such as anti-oppressive approach, trauma-informed approach, strength-based approach, non-judgmental approach, and multi-cultural lens, etc. We value inclusivity, diversity, openness, respect, fairness, family, leadership, and integrity.

Karmela Buzdon, our volunteer coordinator was awarded the 2019 Leader in Volunteer Engagement Award by Volunteer MBC. It was an award that recognized excellence in volunteer management by a staff member working in a Peel-based organization. In November 2019, five members from our organization were featured in a video by Active Aging Canada highlighting the countless advantages of being active as individual ages.

Our ingenious marketing methods attract older adults to join and take part in our programs and activities. Our Administration team redoubled its promotion effort in recruiting new members and expand organization's membership. Program participant numbers continued to increase despite the COVID-19 lockdown in March 2020, resulting in 11,982 individuals attending 3000 activities.

**KNOWLEDGE OF THE TARGET POPULATION AND COMMUNITY NEEDS**

AACM has been serving older adults for 28 years. The Board Members and staffs are knowledgeable and highly aware of the issues and challenges of older adults because of many years of involvement with seniors. We have been continuously evaluating our programs and activities as the needs of older adults evolved and change with time. Information from surveys conducted before and after programs were used to evaluate and develop innovative programs highly considering suggestions from participants. We also collaborated with Peel Long Term Care and community partners who serve older adults to assess their needs and challenges. The proposed project was one of the suggested activities from majority of the members of our organization and the It is unique as it differs from all the programs and activities we currently offer. It is a combination of educational and recreational program which will promote healthy eating to alleviate malnutrition and reduce social isolation which is common to older adults.

**COMMUNITY SUPPORT AND PARTNERSHIPS**

AACM is highly committed in supporting and advocating with older adults. Throughout our existence, we acquired steadfast relationships with community partners such Active Goan Adults, Alce-Latin America Art & Healing Group, Caribbean Seniors Social Activities, Deaf Seniors Group, Elderly Vietnamese Seniors Association, Indonesian Seniors Group, and Silayan Filipino Volunteer Group.

In appreciation of Earth Day, our volunteers and staff marched to Greenfield Park to clean and enhance the area during a "20-minute makeover" last April. We also invited several community services and seniors' group to attend celebrations and activities at our Centre, and participated as good neighbour by helping us at the local McDonald's McHappy Day, as well as partnering with the Central Parkway Mall to conduct several events.

Our funders include 10 municipal, provincial, and federal funders such as the Community Foundation of Mississauga-Pendle Fund, the City of Mississauga, Ontario Trillium Foundation, Ontario Ministry of Seniors and Accessibility, CN National Railways, etc., and individual donors. With their continuing help and support, our organization can deliver services and advocate with older adults and the community.





**Sher Foundation**

**PART C: WORKPLAN**

1. State the title of the project. 2. Identify the major purpose/goal for the project. 2. Identify two objectives for the project. 3. Identify three activities for each objective. 4. Complete two work plans (one for each objective and that objective's three activities).

**Title of Project: A Walk to a Healthy Life**

<b>Project Purpose/Goal:</b> To promote healthy eating among seniors in Peel Region					
<b>Objective # 1:</b> Facilitate 5 two-hour educational workshops to increase and enhance awareness and knowledge of 200 older adults about the importance of eating a healthy diet as people age					
<b>Expected Outcomes for this Objective:</b> a) Increased awareness and knowledge of the significance of eating healthy as people age, b) Decreased the risk of diseases related to malnutrition and unhealthy diets such as obesity, diabetes, high blood pressure, etc. c) Healthier older adults and community					
<b>Activities</b>	<b>Inputs</b>	<b>Outputs</b>	<b>Indicators</b>	<b>Timelines</b>	<b>Labour/Expertise</b>
Consulting and establishing a relationship with Peel Long Term Care and consultation with a registered nutritionist	Agreement letter for formal approval from administrators of the Peel Long Term Care facilities, meetings, emails, & calls; meeting with a registered nutritionist	Agreement letter created; calls, emails, & meetings have been made with Peel Long Term Care administrators, list of a healthy diet plan for older adults	Emails from the administrators of Peel Long Term facilities and signed agreement letter, Approved list of a healthy diet plan for older adults	January 20-30, 2021	Project Coordinator
Hiring staffs and recruitment of volunteers from Sheridan College (training included)	Application Forms, Interview Questions, Job Descriptions, Job Contracts, training materials	Interview and hiring process for a gardener and 15 volunteers, training conducted	Job contract signed, hired a gardener, recruited 15 volunteers, and trained staff & volunteers	February 1-12, 2021	Project Coordinator & Assistant Project Coordinator

Advertise and publicize the program to recruit participants, recruitment of participants	Flyers, brochures, social media such as Facebook, Twitter, and LinkedIn; interview questions for possible future participants; consent form for participants	Publicized the program through social media such as Facebook, Twitter, and LinkedIn, post flyers on bulletin boards of community partners and religious institutions; interviewed future participants	Recruited 200 participants, signed consent forms of participants	February 13, 2021 - March 4, 2021	Project Coordinator, Assistant Project Coordinator, and volunteers
Create educational materials for the five workshops	Outlined and developed materials for the 5 workshops with credible articles and journals	Pamphlets, brochures, and 5 days of educational materials such as PowerPoint & videos created	200 training materials, pamphlets, brochures, and 5 days of educational materials such as PowerPoint & videos approved by a registered nutritionist.	March 5 -12, 2021	Facilitator (volunteer student enrolled in a Nutrition course) (collaborating with the Project Coordinator)
Facilitate 5 two-hour workshops once a week	Co-facilitation of the workshops by the facilitator and the project coordinator	Five two-hour workshops facilitated, 200 seniors attended the workshops	Completion of the five two-hour workshops, 200 seniors completed the workshops and gave positive feedbacks through surveys	March 15, 2021 March 22, 2021 March 29, 2021 April 5, 2021 April 12, 2021	Facilitator (volunteer student enrolled in a Nutrition course) (co-facilitating with the project coordinator)

<b>Project Goal #2:</b> Reduce social isolation experienced by older adults					
<b>Objective #2:</b> Organize an outdoor gardening activity for 20 weeks in Malton Community Garden for 200 older adults in Mississauga including the residence of Peel Long Term facilities.					
<b>Expected Outcomes for this Objective:</b> a) Decreased feeling of isolation among older adults, b) Active engagement of older adults within the community, c) Development and improvement of programs and activities that promote inclusion, independence, and healthy lifestyle					
<b>Activities</b>	<b>Inputs</b>	<b>Outputs</b>	<b>Indicators</b>	<b>Timeline</b>	<b>Labour/Expertise</b>
Collaborate with Ecosource regarding the use of the Malton Community Garden; Consult with Ecosource about proper and safe gardening with older adults	Calls, emails, and meeting with Ecosource	Met with Ecosource and finalize the confirmation form for the use of the Malton Community Garden; A Safety Guidelines in gardening was obtained	Return calls and email from Ecosource, a hard copy of the safety guidelines in gardening for older adults, a signed confirmation form to utilize the Malton Community Garden	April 19-22, 2021	Project Coordinator, and Assistant Project Coordinator
Confirm and finalize the schedule with Red Cross Toronto for the transportation	Calls and meeting with Red Cross Toronto to finalize the schedule, Agreement Contract	Agreement Contract form finalized and a meeting has been made with Red Cross Toronto	Signed agreement between Red Cross Toronto for provision of transportation with the full schedule	April 23, 2021	Project Coordinator
Purchase gardening tools and materials	List of gardening tools and materials such as fertilizers, garden soil, seedlings, rakes, gloves, shears, watering cans, hoes, weeders, and wheelbarrows	Gardening tools purchased, receipt of the purchase	300 bags of garden soil, 50 bags of organic fertilizers, 1000 seedlings, 10 rakes, 250 gloves, 10 shears, 20 watering cans, 10 hoes, 20 weeders, and 2 wheelbarrow	April 26-30, 2021	Assistant Project Coordinator and Gardiner

Preparation of the Malton Community Garden	Garden soil, fertilizers, and gardening tools	Garden soil and fertilizers are mixed in the garden plots, raised garden bed	50 plots have been cultivated and prepared for gardening	May 3 - 7, 2021	Gardener and volunteers
Organize and administer outdoor gardening	Seedlings, gloves, and gardening tools/materials	Planting, watering, weeding, fertilizing, and pruning (4 participants/plot)	40 participants each day attend the gardening activity (40 different participants each day – a total of 200 participants within 5 days)	May 10, 2021 - October 3, 2021 (Weekdays only for participants)	Project Coordinator, Assistant Project Coordinator, Gardener, & volunteers
Harvesting produce	Gardening gloves, shears, containers for the produce such as boxes and recycling bags	Vegetables such as lettuce, tomatoes, cucumbers, beans, bell peppers, and other green vegetables will be harvested	a total of 5 harvesting days with 40 participants each day, each participant take produce home each day from designated plots; distributed produce to SEVA Food Bank and Peel Long Term Care facilities	October 4– 8, 2021	Gardener & Volunteers
Trash removal/cleaning up	Rake, wheelbarrow, shovel, hoes	Cleaned garden, trashed collected and brought to a recycling place	Cleaning Inspection Form and approval from the municipality of Mississauga	October 11- 14, 2021	Gardener & volunteers
Evaluation	Quantitative and qualitative survey questions	A quantitative survey will be conducted for participants and a qualitative survey for the management of Peel Long Term Care facilities	Positive feedback from participants and management of Peel Long Term facilities	October 15, 2021	Project Coordinator



**Sher Foundation**

**PART D: BUDGET**

**Project Title: A Walk to a Healthy Lifestyle**

**Project Goal/Purpose:** To promote healthy eating and reduce social isolation among older adults in Peel Region

<b>DESCRIPTION OF ITEMS</b>	<b>DESCRIPTION OF COST</b>	<b>TOTAL COST</b>
<b>I. GRANT REQUEST ITEMS</b>		
<b>A. Salaries &amp; Benefits</b>		
Project Coordinator	38 weeks x 8 hours x 5 days/week x \$27/hour 6% Employment Insurance and Canada Pension Plan plus 4% Vacation Pay – Employer Costs	\$41,040 4,104
Assistant Project Coordinator	38 weeks x 4 hours x 2 days/week x \$25/hour 6% Employment Insurance and Canada Pension Plan plus 4% Vacation Pay – Employer Costs	7,600 760
Gardener	2 days x 5 hours x \$25/hour x 20 weeks (4% Vacation pay and 6% CPP included)	5,000
<b>Sub-Total</b>		<b>\$58,504</b>
<b>B. PROJECT-SPECIFIC ITEMS</b>		
Educational Materials (e.g. brochures/pamphlets)	200 training materials at \$10/piece (200 participants)	2,000
Garden soil	300 bags (mixed variety) x \$10	3,000
Organic Fertilizers	50 bags (25 kg/bag) x \$40	2,000
Seedlings	1000 seedlings x \$2	2,000
Gardening tools (e.g. rake, gloves, shears, hoe, & watering cans, etc.)	10 rake x \$20 + 250 gloves x \$4 + 10 shears x \$20 + 20 watering cans x \$5 + 10 hoes x \$20 + 20 weeder x \$3 + 2 wheelbarrow x \$120	2,000
Refreshments/snacks	200 participants x \$40 (whole duration of the project)	8,000
Bus Rental	Drop-off and pick-up only 5 x a week x 20 weeks (contract within the duration of the project)	7,000
Garden facility	Seasonal fee-Malton Community Garden- 50 plots x\$50	2,500
<b>Sub-Total</b>		<b>\$28,500</b>

<b>C. CAPITAL ITEMS</b>		
Computer	1 laptop computer plus software	\$1,000
Projector	1 x \$300	300
<b>Sub-Total</b>		<b>\$1,300</b>
<b>D. TRAVEL</b>		
Travel allowance	\$25/week x 20 weeks ( for the gardener)	500
<b>Sub-Total</b>		<b>\$500</b>
<b>E. ADMINISTRATION</b>		
Office Supplies	Approximately \$15/week x 38 weeks	570
Internet & phone services	\$40/week x 38 weeks	1,520
Printing/photocopying	Approximately \$5/week x 38 weeks	190
<b>Sub-Total</b>		<b>\$2,280</b>
<b>F. MISCELLANEOUS</b>	Unexpected expenses	<b>\$1,000</b>
<b>G. Harmonized Sales Tax</b>	13% x \$33,080 (13% of the total costs for items in B, C, E & F above)	<b>\$4,300.40</b>
<b>Total Grant Request</b>		<b>\$96,384.40</b>
<b>II. IN-KIND ITEMS</b>		
Workshop Facility	\$120 per training session X 5 one-hour workshops (Malton Village Long Term Care Facility)	\$600
Gardeners	5 Sheridan student volunteers x \$15 x 5 days x 24 weeks	9000
Facilitator	16 days x 8 hours x \$20 (volunteer nutritionist student)	2,560
Trash removal/cleaning up	10 Sheridan student volunteers x 8 hours x \$15 x 2 days	2,400
Office Space	\$200/week x 38 weeks (courtesy of Active Adult Centre of Mississauga)	7,600
<b>Total In-Kind</b>		<b>\$22,160</b>
<b>TOTAL PROJECT COST</b>		<b>\$118,544.40</b>