Local Community Accessibility Grant

About this initiative

To provide local governments with up to $25,000 in funding to remove barriers for persons with disabilities by implementing one of the initiatives identified in their Accessibility Plan, or by their Accessibility Committee. It could also be an initiative that the community would like to implement based on feedback received from service users based on their feedback mechanism.

Eligible Applicants

All municipalities and regional districts in British Columbia are eligible to apply for this funding.

1. Each municipality or regional district is eligible to submit an application

2. Priority will be given to local governments that are fully compliant with Part 3 of the *Accessible B.C. Act.*

Nature of the Funding

Each local government is eligible for up to $25,000 and may select one of the following streams:

Stream 1—Local Government led projects – new

This stream is designed for local governments that already have a project that will advance accessibility or build the local-level capacity when responding to local accessibility needs or priorities.

Stream 2—Capacity support – existing/expanding

This stream is designed for local governments that may be unsure of where to start, and will focus on working together with others to build a deeper sense of existing and emerging accessibility needs or priorities.

Local governments in this stream will work with SPARC BC to define their needs and select a specific area of focus (built environment, attitudes, practices, policies, information and communication or technology). The funding will then be used to implement the specific projects or initiatives identified.

☐ Stream 1—Local Government led projects – new
☐ Stream 2—Capacity support – existing/expanding

Please provide a short overview of your proposed initiative or area of focus:

About your Project

The funding is available to support projects of varying sizes, types and complexity including projects, both new and existing, designed to:

- Remove physical barriers in the built environment
- Understand and address attitudes, practices, and policies
- Enhance information, communication, and technology

Please describe the needs or types of barriers that your initiative will address:

Which specific needs or disability groups will be served through your initiative?

What geographic area does your initiative cover?

What is the type of knowledge or insight that you hope to gain?

Types of Activities Covered

What types of activities will be delivered through your initiative?

- Ramps, elevators, lifts, accessible washrooms, power door operators, accessible doors, audio signals and loops and lighting/color contrasting for visually impaired etc. (The completed infrastructure must be open for public use)
- Anti-bias training, service delivery training
- Training or supports needed to promote safer economic inclusion, interview processes, ASL interpretation and supports for events, Accessibility Audits of workflow, remuneration for Accessibility Advisory Committee reviewing and members.
- Funding for legal and consulting advice as well as internal staff resources.
- Funding to strengthen communication designed to allow for greater inclusion
- Job task checklists in pictorial form, wayfinding signage, ASL version of policies, application forms accessible to screen readers, reprinting hardcopies of material in large font, Braille versions of documents, accessibility enhancement to the website.
- Purchasing software that enables the production of accessible documents, specialized equipment and productivity tools (headsets, tablets, laptop screenreaders).
- Other ideas as identified through your Accessibility Committee.
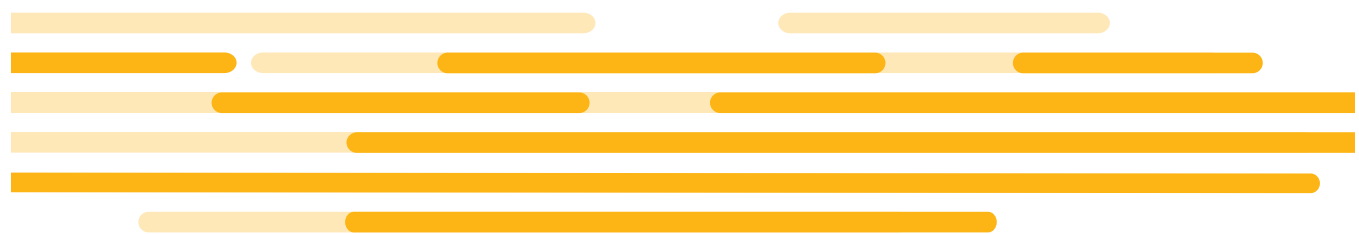
Funding Amounts

Funding will be dispersed in the following methods, all successful applicants must have all project completed by end of the grant programme and are required to submit a final report to SPARC BC by 31st March 2026.

1. For projects $10,000 or less funding will be disbursed in 1 transaction of 100%.
2. Grants above $10,000 will be dispersed in 2 transactions—80% upon return of the Terms & Conditions document and 20% upon receipt of Final Report

ADMINISTRATIVE DETAILS: KEY STRATEGIES AND ACTIONS INCLUDING KEY MILESTONES

Please tell us about the specific steps and actions to be taken, key milestones and critical dates. Please note, it is possible to add additional pages if required. However, project applicants are only expected to provide high-level details and that SPARC BC will seek additional information or clarification if required. Completion of this table is optional for stream 2.

Key Steps and Actions	Key Milestones/Outcomes	Critical Dates
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
Conclusion: Project Outcomes Report Submission		

REQUESTED PROJECT BUDGET

The following sets out the proposed budget to complete the scope of work as outlined in the previous section. Completion of this table is optional for stream 2.

Specific Steps and Actions	Proposed Budget
1.	$
2.	$
3.	$
4.	$
5.	$
6.	$
7.	$
8.	$
9.	$
10.	$
11.	$
12.	$
TOTAL REQUESTED BUDGET AMOUNT	$

Third-party contributions

Third-party means any person or legal entity, other than the Province, who participates in the implementation of an eligible project by means of contract. The Province's share is calculated once all third-party contributions (provincial, federal, and private funds) have been deducted from the total eligible costs of the project. If third-party funding is available, it may be applied to the project outside the provincial grant portion.

In-kind Contributions

In-kind or donated contributions are not an eligible cost. In-kind contributions may include volunteer hours and/or donated professional labour, services, space and materials, which are provided at no cost or below fair market value to the Recipient.
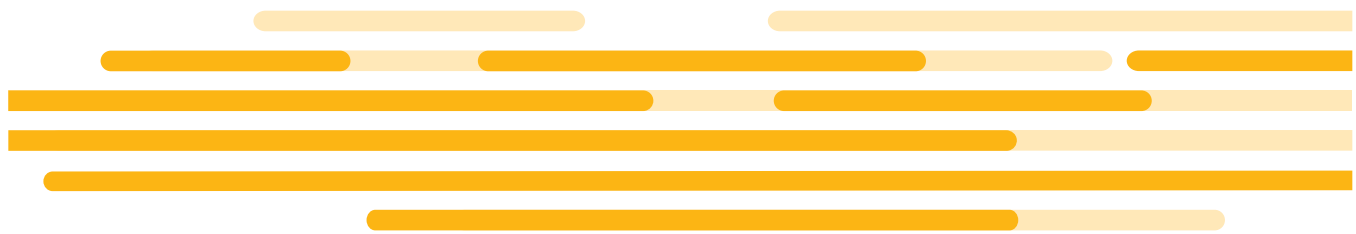
ABOUT THE APPLICANT

Tell us about your organization and key project implementation partners for this initiative:

Organization Name_____

Address_____

Contact Information

Name:	Position:
Email:	Phone:

Population:

Population size: ☐ Less than 15,000   ☐ Between 15,000 and 25,000   ☐ Over 25,000

Accessibility in your organization

Please provide a link to your organization's accessibility plan

_____

Please provide a link to your organization's feedback mechanism

_____

Does your organization currently offer service delivery training to staff?   ☐ yes   ☐ no

Does your organization measure the number of employees who identify as persons with disabilities?   ☐ yes   ☐ no

Which service area is responsible for advancing accessibility in your community?

_____

Do you have existing partnerships and relationships which focus on advancing shared accessibility goals?

_____

Letter of Support

Please provide a letter of support from your accessibility committee. This letter should be submitted alongside this application form as a Word document or PDF.

Signature

The signature below certifies that all the information provided in this application is complete and correct.

Applicant Name:_____

Digital Signature:_____

Date:_____

Application Checklist

- ☐ Accessible Communities Grant Application Form
- ☐ Workplan (only required for applicants in Stream 1)
- ☐ Proposed budget (only required for applicants in Stream 1)
- ☐ Letter of Support from Accessibility Advisory Committee
- ☐ Board Resolution/Letter of Support from CAO

Submit your Application

If you have any questions or would like to submit your application, please email accessibility@sparc.bc.ca

Thank you for your application!

Accessibility includes *all*