

# Seniors Have Their Say!

## Here is Your Opportunity



### Older Adults Speak Out on Issues of Concern:

Here is **YOUR** opportunity to express **YOUR** concerns about the "Challenges of Aging" - the various problems you see facing our aging population in the areas of: Health Care, Transportation, Housing, Taxation, Recreation, Communication, Security etc.

Friendly to Seniors through a Government of Canada "New Horizons" grant and in conjunction with The Sudbury Social Planning Council and the United Way is inviting older adults in our community to express their concerns in writing and/or to take part in special "focus" groups being held throughout the City of Greater Sudbury on the "Challenges of Aging." Don't miss this opportunity!

Please enter your comments on the form below and deposit in the box provided. You can also e-mail your comments to: [info@friendlytoseniors.ca](mailto:info@friendlytoseniors.ca) or send by regular mail to: Friendly to Seniors 1439 Bancroft Drive, P3B 1R6. No need to give your name, but your age range would be appreciated (50-65 or 65 plus). If you would like to participate in a "focus" group to discuss these issues please call 507-6087 or email.

Express your comments and suggestions on any of these areas or others of concern: Health Care, Transportation, Housing, Taxation, Recreation, Communication, Security etc. (please use reverse side if necessary)

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[www.friendlytoseniors.ca](http://www.friendlytoseniors.ca)

# Focus Groups

## 1. Script

### Greater Sudbury Seniors' Focus Group

**Date:** \_\_\_\_\_ **# of participants:** \_\_\_\_\_

Thank you for taking the time to meet with us. I'm Virginia and this is Jamie, from the Social Planning Council of Sudbury; and Michelle and John are from Friendly to Seniors Sudbury.

We'd like to talk to you today about what life is like in Sudbury as a senior, and we hope to take up no more than an hour of your time, although if the discussion is really rolling along we will extend it until you feel you've told us everything we need to know. Does anyone mind if we tape record this for our records? We won't share the recording with anyone who isn't at this table, and we'll delete it as soon as we're done with our analysis. All information we collect is confidential as to who provided it—no one but you will know who participated at this table.

The results of this focus group will be presented in the Social Planning Council's Report on Seniors in Greater Sudbury, which will be released mid-October. This report will be used by the United Way and the city of Greater Sudbury for policy development & planning.

Does anyone have any questions before we start? If I've addressed everything for you, I'd like for us to begin. To begin, we have four broad areas of we'd like to investigate. We'd then like to open up discussion to areas we may not have covered in our questions.

Our first questions are about access to information. Information technology has become a big part of many people's lives, and we know from studies of internet and computer use that it's growing among seniors. **We'd like to know where you get most of the information that is important to you?**

*Prompt: Some common sources of information include word of mouth, community bulletin boards, information lines, pamphlets & posters, the internet.*

The next subject we'd like to know about is sense of community connection or sense of belonging. **Do you feel that you are connected with a 'community' of people, and if so, what makes you feel that way?**

*Prompts:*

*Seniors, more frequently than other citizens, may be in a position where a spouse has died, often leaving them with less income and without a*

*live-in companion. Do you know any seniors who might not feel a sense of belonging?*  
*Can you think of reasons why seniors might feel less a part of their community, and can you think of ways we could help seniors to feel as though they belong?*

We'd like to ask you about how you normally move about your community & the city. **How do you normally go about travelling within the city?**

*Prompts:*

*Do you take transit, get rides from family, drive yourself, walk, take taxis?*  
*What is your usual mode of transportation? What do you think are the benefits and drawbacks of this transportation for you?*  
*Do you drive a car? If no, why not? Do you find that not driving makes it difficult to get your errands done?*

Our final topic to discuss is seniors' needs. This focus group is being undertaken to investigate the needs of seniors in our community. We did a telephone survey of older adults & seniors in Sudbury, and what we heard from seniors was that help was needed around housework and home maintenance. Physical limitations were the primary focus of the questions, however it's clear there is much more to meeting seniors' needs than providing manual labour. **Can you describe barriers you've experienced in aspects of your day-to-day life? What would help you to overcome these barriers?**

## ***2. Brief Questionnaire***

### **Greater Sudbury Seniors' Focus Group**

1. What is your year of birth? \_\_\_\_\_
2. What is your Gender?
  - ☐ Male
  - ☐ Female
3. Are you (please circle one):
  - ☐ Married/Common-law
  - ☐ Widowed
  - ☐ Single
4. What is the language you first learned and can still speak?
  - ☐ English
  - ☐ French
  - ☐ Other (please specify): \_\_\_\_\_

5. How long have you lived in Greater Sudbury? \_\_\_\_\_ years

**Greater Sudbury Seniors' Focus Group**

***Brief Questionnaire***

1. What is your year of birth? \_\_\_\_\_

2. What is your Gender?

☐ Male

☐ Female

3. Are you (please circle one):

☐ Married/Common-law

☐ Widowed

☐ Single

4. What is the language you first learned and can still speak?

☐ English

☐ French

☐ Other (please specify): \_\_\_\_\_

5. How long have you lived in Greater Sudbury? \_\_\_\_\_ years



Government  
of Canada

Gouvernement  
du Canada

APPROVAL LETTER

2006-12-11

John Lindsay

Project Number:4335691

Friendly to Seniors Sudbury  
1439 Bancroft Drive  
Sudbury, ON  
P3B 1R6

Project Name: Meeting the Challenges of Aging

Dear Sir/Madam:

I am pleased to inform you that Human Resources and Social Development Canada has approved funding in the amount of [**\$25000**] from the New Horizons for Seniors Program for the project mentioned above. The grant will be paid in one instalment shortly before your planned project start date.

Enclosed is a signed copy of your grant application, which includes the objectives, activities, expected results, and the terms and conditions for the funding of your grant. This approved application now becomes the agreement between your organization and Human Resources and Social Development Canada regarding this grant.

A representative of the New Horizons for Seniors Program will be contacting you after your project has begun to discuss the progress of your project. You are also requested to provide a **final report** within two months of the project's completion. A form is enclosed to assist you with this. Please submit the report to the following address:

New Horizons for Seniors Program  
Human Resources and Social Development Canada  
Ontario Regional Office  
4900 Yonge Street  
Toronto, ON M2N 6A8

If your application included budget items over \$1000 under **Capital Assets**, your organization is authorized to keep the assets and use them for other activities. However, these items cannot be kept for personal use, or for profit-making activities. If your organization does not wish to keep the assets, we request that you donate them to another non-profit organization in your community. You will be asked to report on this both when discussing with us the progress of your project and in your final report.

I would like to wish you much success with this project.

Sincerely,

Catherine Kaye  
Director: Seniors, Children and Families Directorate

Attachments: 2

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Canada





## NEW HORIZONS FOR SENIORS PROGRAM GRANT APPLICATION/AGREEMENT

RECEIVED  
JUL 14 2005

Official Use Only

Date Stamp:

CSGC File Number:

4335691

### PART A – ABOUT YOUR ORGANIZATION

1. Has your organization received previous funding from New Horizons since 2004? ☒ NO ☐ YES

2. Legal name of your organization

Friendly to Seniors Sudbury

3a. Organization's mailing address

1439 Bancroft Drive  
Sudbury

City/Community Sudbury

Province/Territory  
ON

Postal Code  
P3B 1R6

3b. Telephone number

(705) 673 - 2222 Ext.

3c. Fax number

(705) 673 - 2222

3d. E-mail address

ftssudbury@hotmail.com

4. Website address [www.friendlytoseniors.ca](http://www.friendlytoseniors.ca)

5. Executive Director or President John Lindsay

6a. Name and position title of primary contact, if different from above

Deborah Rousseau, Coordinator

6b. Contact's mailing address

1439 Bancroft Drive

City/Community Sudbury

Province/Territory  
ON

Postal Code  
P3B 1R6

6c. Telephone number

(705) 673 - 2222 Ext.

6d. Fax number

( ) -

6e. E-mail address

ftssudbury@hotmail.com

7. Language of communication ☒ English ☐ French

8. What is the mandate or purpose of your organization?

To provide education and leadership to support positive attitudes towards aging and to encourage the involvement of Older Adults for the enrichment of the City of Greater Sudbury's community.

9a. Is your organization Incorporated? ☒ No ☐ Yes

9b. ☐ For-profit? or ☒ Non-profit? If non-profit, is it a registered charity? ☒ No ☐ Yes

Please attach documents about your organization's legitimacy and governance. (See Application Guidelines for details.)

10. What is your organization's Canada Revenue  
Agency Business Number?

Business Number

8 | 9 | 5 | 6 | 3 | 0 | 1 | 0 | 1 | - | R | P | - | 0 | 0 | 0 | 1

11. When was your organization established? (YYYY/MM/DD) 2003/01/01

12. Legal signing officers(s) for contract purposes (Note: They should sign Part D of this application)

Name

Position/Title

John Lindsay

Chair

FILE COPY

Canada

13. Does your organization owe any amounts that are in default to the Government of Canada? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes    If yes, please complete the following chart:		
Amounts in default owing	Nature of the amount in default owed (taxes, penalties, overpayments)	Name of government department or agency to which the amount is owed
\$		
\$		

<b>Part B – ABOUT YOUR PROJECT</b> (Note: projects that do not meet at least one of the program objectives and at least one of the priorities will <b>not</b> be considered for funding.)
14. Project title Meeting the Challenges of Aging
15a. Explain the objective(s) of your project This initiative will focus on gaining insight from local seniors about the challenges and barriers that they are experiencing as they age. This project will encourage the active involvement of seniors by conducting the focus groups, sharing their experiences with other seniors, meeting other seniors and providing valuable information that will be used to develop educational materials needed to inform the community about the needs and experiences of seniors in the City of Greater Sudbury.
15b. Explain how your project meets one or both of the New Horizons for Seniors objectives. (Refer to the Application Guidelines for the program's objectives.) This project encourages seniors to share their experiences and wisdom with each other and the community through focus groups where their information will be recorded and developed into educational sessions for various organizations and businesses in the community. Seniors will also contribute their skills by conducting these focus groups at various locations throughout the City of Greater Sudbury. Holding the focus groups throughout the community will allow all seniors the opportunity to participate regardless of where they are located.
15c. Describe how your project meets at least one of the priorities for your province or territory. (Refer to the Application Guidelines.) This project will provide seniors with the opportunity to Contribute To Community through the conducting of focus groups and sharing of information.  The educational material developed using the information from the focus groups will provide an Intergenerational Connection as it highlights the skills and experiences that seniors have to share.  The focus groups encourage Peer Support And Networking by allowing the participants to share their experiences and learn from each other.

<p><b>16. Describe your project activities (this could include the steps you will take during your project that will achieve your project objectives).</b></p> <p>Activities will take place between January and December 2007  Confirm locations and dates for focus groups ~ Jan. - Feb.  Recruit and train senior volunteers to conduct focus groups ~ Jan. - March  Develop promotional materials to inform seniors about focus groups ~ Feb. - April  Conduct focus groups throughout community ~ April - June  Evaluate focus group participants experience ~ April - June  Compile information gathered through focus groups ~ July - August  Develop educational materials ~ Sept. - Oct.  Deliver presentations to community (businesses and organizations) ~ Oct. - Dec.  Evaluate educational presentation through participant feedback ~ Oct. - Dec.</p>
<p><b>17a. What difference will your project make to your community? Please include a minimum of one letter showing community support for your project. (See Application Guidelines for details.)</b></p> <p>With the City of Greater Sudbury being so large it is rare for seniors to have the opportunity to come together and have a collective voice. The focus groups will allow seniors in each area to network together and share their experiences and how they have overcome barriers as they have aged.</p> <p>The developed educational materials will benefit not only seniors but everyone in the community by making businesses and organizations aware of the various barriers that individuals with specific needs encounter. This will allow the businesses and organizations with the opportunity to recognize these barriers and eliminate them from their establishments. It will also provide insight into the challenges that we will face as we age in our community.</p>
<p><b>17b. Describe the expected results of your project and how you plan to measure these results.</b></p> <p>Have representation of seniors in all areas of the City of Greater Sudbury. This will be evaluated by: counting the number of focus groups held in each area of the City of Greater Sudbury to ensure that seniors from each area are represented and counting the number of seniors who participate in each focus group in each area of the city.</p> <p>Inform the community about the experiences, challenges and barriers that seniors within our community encounter. This will also showcase the many skills and contributions seniors make. This will be evaluated by making presentations to 10 businesses/organizations. The changes made by businesses and organizations after participating in the project will also be evaluated.</p>
<p><b>18. Who will benefit from your project? (Refer to the Application Guidelines.)</b></p> <p>Seniors, businesses/organizations, persons with disabilities, families, City of Greater Sudbury</p>
<p><b>19. Please provide a brief description of your project, summarizing your answers from the previous four questions. (maximum 10 lines)</b></p> <p>Focus groups will be held in a minimum of 13 areas within the City of Greater Sudbury to hear from seniors about their experiences, the challenges they have faced as they are aging and the barriers they have faced. The information gathered from these focus groups will be compiled and developed into an educational presentation that will be delivered to local businesses and organizations. By conducting focus groups with local seniors the focus will be on the specific experiences and problems that seniors within our community face. These educational presentations will provide businesses/organizations with insight into the problems that seniors encounter and present them with a variety of solutions.</p>



<b>20. Project activities must go beyond your organization's normal activities. Explain how these activities are new and additional.</b> Friendly to Seniors currently provides facility assessments to local businesses/organizations and a 1 hour workshop on senior sensitivity developed by a group in Alberta. This project would allow us to gather information that will allow us to focus on the specific challenges and barriers that seniors within our community experience. We will be able to offer educational training that is tailored to the City of Greater Sudbury and provide this important information not only to businesses and organizations but also to the whole community.		
<b>21. Seniors must be involved in planning and running your project. Explain how you have involved seniors.</b> Seniors will not only be participants but also active leaders in this project. They will conduct the focus groups, gather the information, develop the educational materials and deliver the presentations.		
<b>22. How will you involve volunteers in your project?</b> With the exception of office support, this entire project will be facilitated by seniors.		
<b>23. Your project should involve partners who bring other resources. Are you working in partnership with others on your project?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, explain. Friendly to Seniors Sudbury is currently in discussions with Independent Living Resource Centre, Alzhiemer Socity and Canadian Hearing Society to develop partnerships to share information for Friendly to Seniors' educational materials.		
<b>24a. Planned Project Start Date</b> YYYY MM DD 2007 01 02		<b>24b. Planned Project End Date</b> YYYY MM DD 2007 12 31
<b>25. Location of Project Activities:</b> City/Community Greater Sudbury		<b>Postal Code, If available</b> Province/Territory Ontario
<b>26a. Do you plan to continue your project activities beyond the period of the New Horizons for Seniors funding?</b> <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes <b>26b. If yes, how do you plan to fund these activities?</b> Friendly to Seniors Sudbury is currently in the process of applying for Incorporation status. Once the organization is incorporated we will begin to fundraise. Friendly to Seniors Sudbury also plans to apply for Charitable Status once Incorporation is finalized. Obtaining Charitable Stutus will allow us to increase our available funding opportunities.		

27a. Estimate the total number of project participants who are seniors: 200	
27b. Estimate the total number of other project participants: 2	
28. Total amount requested from New Horizons for Seniors*	Total cost of project
\$ 25,000	\$ 25,945

\*Note: If you request more than \$25,000 from New Horizons for Seniors, your application will not be considered.

PART C – PROJECT BUDGET					
29. Do you have any other sources of funds for your project, including contributions from your organization? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes      If yes, please complete the following chart.					
Remember to also attach a letter from each partner to support their offer or commitment (cash or in-kind)					
Identify name of contributor		Cash \$	In-kind \$	Please indicate whether each source of funding is confirmed or anticipated	
				Confirmed	Anticipated
Government				<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>
Non-Government				<input type="checkbox"/>	<input type="checkbox"/>
	Sudbury Public Library		800.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Older Adult Centre		145.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>
Your Organization's Contribution				<input type="checkbox"/>	<input type="checkbox"/>
Total (These amounts should be the same as your organization's total "Funds from other sources" in the next table)			945.00		

30. If you have requested funds for capital costs, please explain why these items are necessary to complete your project. Capital costs over \$10,000 will not be funded.
N/A

31. PROVIDE PROJECT BUDGET DETAILS  
(Refer to the Application Guidelines for definitions and a sample budget)  
Note: Administration costs should stay within 25% of the total requested. Capital costs over \$10,000 will not be funded.

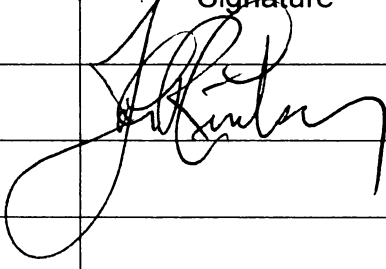
Item <i>(please provide details for each)</i>	How much are you requesting from New Horizons for Seniors?	Funds from other sources <i>(including the contribution of your organization)</i>		What is the <b>total cost</b> of the item?	For Dept. Use Only
		Cash \$	In-kind \$		
1) Administration Costs	6,250			6,250	
Wages for					
Project Staff					
2) Materials & Supplies	3,500			3,500	
Office Supplies					
(paper, ink, pens, etc					
Reference Books					
(Facilitator & Senior)					
3) Printing & Advertising	5,000			5,000	
Printing					
Advertising					
Flyers					
Postage					
4) Utilities	1,500			1,500	
Telephone					
Internet Services					
5) Rent	6,500		945	7,445	
Office/Meeting Rooms					
6) Fees for Services	750			750	
Training volunteer					
Facilitators					
7) Travel	1,500			1,500	
Mileage					
Parking					
8) Capital Costs	0			0	
9) Other	0			0	
TOTAL*	25,000		945	25,945	

Please ensure that the totals of the rows and columns are accurate.  
\* Note: If your requested total exceeds \$25,000, your application will not be considered.

**PART D - DECLARATIONS AND AGREEMENT**

I/We

- declare that I am/we are duly authorized to make this Application on behalf of the Organization named in this Application;
- declare that the information provided in this Application and supporting documentation is true, accurate and complete to the best of my/our knowledge;
- declare that I/we understand that if the information described above is false or misleading, I/we/the Organization may be required to repay some or all of the grant received;
- understand that upon approval of this Application by the Department of Human Resources and Skills Development (to be styled Department of Human Resources and Social Development), payment of the approved grant amount is subject to the Terms and Conditions of Grants attached to this Application;
- declare that I/we have read, understood and agree to the attached Terms and Conditions of Grants;
- declare that I am/we are authorized to agree to the attached Terms and Conditions of Grants on behalf of the Organization; and
- agree that when approved and signed below by a representative of the Department of Human Resources and Skills Development (to be styled Department of Human Resources and Social Development), this Application/Agreement shall constitute a legally binding agreement, effective the date it is signed by the Department representative, between the Organization named in this Application and Her Majesty the Queen in Right of Canada as represented by the Minister of Human Resources and Skills Development (to be styled Minister of Human Resources and Social Development).

Applicant name (please print)	Position/Title	Signature*	Date YYYY MM DD
John Lindsay	Chair		2006/07/13
			/ /
			/ /

\* Please note that the persons named in Question 12 of the application form should be signing this form.

**NOTE TO APPLICANT:** The information contained in this application is collected for use in administering the New Horizons for Seniors Program. Any personal information provided in this application will be administered in accordance with the *Privacy Act*. In addition, information provided in this application is subject to disclosure in accordance with the *Access to Information Act*. Instructions for making formal requests pursuant to the *Privacy Act* and *Access to Information Act* are outlined in the government publication entitled Info Source, copies of which are located at all Service Canada Centres or at the following internet address, <http://infosource.gc.ca>.

FOR COMPLETION BY THE DEPARTMENT		CSGC File Number: 4333691	
The above Application is: <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Not Approved		Date of Approval 12 (month) 06 (Year)	
Period for which Applicant is Approved: Year Month Day Year Month Day From 07 01 02 To 08 01 01			
Amount requested: \$ 25,000		Amount approved: \$ 25,000	
Comments:			
Signature of Program Officer: [Signature]		Date: 00 12 15 Year Month Day	





## TERMS AND CONDITIONS OF GRANTS

### Definitions

1. In these Terms and Conditions of Grants:

“Application” means the grant application submitted by the Recipient to which these Terms and Conditions are attached;

“Canada” means Her Majesty the Queen in right of Canada, as represented by the Minister of Human Resources and Skills Development (to be styled Minister of Human Resources and Social Development);

“Recipient” means the organization named in the Application; and

“Project” means the project described in the Application.

### Purpose of Grant

2. The purpose of the grant is to enable the Recipient to carry out the project. The Recipient must use the grant solely for paying the costs of the project expenditures described in the Application.
3. The Recipient shall not make any substantial changes to the project objectives and activities without the prior written approval of Canada. Canada shall determine what constitutes a substantial change.
4. The Recipient shall commence the project by the Project Start Date shown in the Application and shall complete it by the Project End Date unless otherwise approved in writing by Canada.

### Payments

5. Payments of the grant will be made pursuant to the instalment schedule to be provided to the Recipient once approval has been given by Canada.
6. Payment of each instalment of the grant is subject to verification of the Recipient’s continued eligibility and entitlement to the grant prior to any such payment being made. Verification of eligibility and entitlement may also be undertaken after payment has been made.
7. For the purpose of verifying the Recipient’s eligibility and entitlement to the grant, the Recipient agrees to provide Canada with reports on the progress of the project activities at such times and in such form and containing such information as may be specified by Canada.

### Stacking of Assistance

8. If, between the date of the Recipient’s Application and the Project End Date shown on the Application, the Recipient receives any financial assistance in support of the project from the federal government or from a provincial or municipal government that is in addition to the financial assistance disclosed in the Application, the Recipient shall inform Canada promptly in writing of the additional assistance received.

Canada

9. Where the Recipient receives any additional financial assistance referred to in section 8, Canada may, in its discretion, reduce the amount of its grant by the amount of any additional assistance that is to be received by the Recipient, or if Canada's grant has already been paid, require repayment of an amount equal to the amount of such assistance. Upon receipt of notice to repay under this section, the Recipient shall repay the amount as a debt due to Canada.

#### **Payment subject to Appropriation of funds by Parliament**

10. Any payment under this Agreement is subject to the appropriation of funds by Parliament for the fiscal year in which the payment is to be made. Payment under the Agreement is also subject to the maintenance of current and forecasted funding levels for the New Horizons for Seniors Program. In the event that the Program is cancelled or departmental funding levels are reduced by Parliament, Canada may terminate the Agreement or reduce the amount of its financial assistance payable under the Agreement in that fiscal year.

#### **Termination**

11. Canada may terminate this Agreement at any time without cause upon not less than three (3) months written notice of intention to terminate.
12. (1) Canada, may upon written notice, terminate this Agreement at any time if
- a) the Recipient is in breach of any of its obligations under this Agreement;
  - b) the Recipient ceases to carry out the project;
  - c) the Recipient provides any materially false or misleading information to Canada in its Application or pursuant to this Agreement, or
  - d) in the opinion of Canada, there is a material adverse risk in the Recipient's ability to complete the project.
- (2) On providing notice of termination, Canada shall have no obligation to pay any further instalment of the grant.

#### **Repayment requirements**

13. If the Agreement is terminated under section 12, the Recipient shall repay to Canada any unexpended amount of the grant. The Recipient shall also repay any amount that it was not eligible or entitled to receive under the terms and conditions of this Agreement. Any amount owing under this section is a debt due to Canada and recoverable as such. Interest shall be charged on overdue repayments in accordance with the *Interest and Administrative Charges Regulations* made pursuant to Canada's *Financial Administration Act*.

#### **Amounts owing to the federal government**

14. Any amounts owing to the federal government which are past due and in default or arrears as of the time of the Application for funding may be deducted from, or set-off against, any amounts payable to the Recipient under this Agreement.

## **Environmental Protection Measures**

15. The Recipient shall maintain and implement any and all environmental protection measures prescribed by Canada to ensure that the harm to the environment resulting from project activities being undertaken will remain minimal and shall ensure that all environmental standards and rules established by competent authorities are respected. Upon request from Canada, the Recipient shall produce any certificates, licenses and other authorizations required for the carrying out of the project activities in respect of the rules relating to the environment.

## **Disposal of Assets**

16. Upon completion of the project, or upon termination of the Agreement if earlier, the Recipient undertakes to

- a) keep all project assets purchased in whole or in part with funds provided under this agreement and use them solely for other non-profit activities of the Recipient and notify Canada as to what those other activities will be; or
- b) if it does not wish to keep any of the assets, donate those assets to another non-profit organization in the community and notify Canada which organization(s) will be receiving the donated assets.

## **Intellectual Property**

17. (1) In consideration of Canada's grant to the Recipient to enable it to carry out the project, the Recipient hereby grants to Canada a non-exclusive, irrevocable, perpetual and royalty free licence to exercise for any public purpose except commercial exploitation in competition with the Recipient all intellectual property rights that vest in the Recipient in any work that is produced in carrying out the project.

(2) Without limiting the generality of subsection (1), the licence granted to Canada under subsection (1) includes

- a) the right to sub-licence the use of the work to any contractor engaged by Canada solely for the purpose of performing contracts with Canada; and
- b) the right to use the work, publish it in any format and by any means, distribute it in any format and by any means, translate it, convert it, reproduce it, modify it, perform it in public, communicate it to the public by telecommunication; and
- c) to make a sound recording or any other contrivance by means of which it may be reproduced or performed.

(3) The Recipient shall execute any acknowledgments, agreements, assurances or other documents deemed necessary by Canada to establish or confirm the licence granted under subsection (1).

(4) Where any intellectual property rights in the work will be owned by a third party, the Recipient shall obtain a licence from the third party that permits compliance with subsection (1) or arrange for the third party to convey directly to Canada the same rights.



## **Official Languages**

18. The Recipient shall ensure that any services that it provides to the public will be made available in either official language where, in the opinion of Canada, there is significant demand for that assistance in that official language.

## **Public Acknowledgement of Canada's Grant**

19. (1) The Recipient shall cooperate with representatives of Canada during the first announcement of its funding for the project and in any subsequent official ceremonies relating to the promotion of the activities related to the project. Canada reserves the right to set the day, time, place and agenda of the ceremony.
- (2) The Recipient shall ensure that in any and all communication activities, publications, advertising and press releases referring to the project, there is included an appropriate recognition, in terms and in a form and manner satisfactory to Canada, of Canada's financial assistance to the project. The Recipient must notify representatives of Canada ten (10) working days in advance of any such communication activities, publications, advertising and press releases.
- (3) The Recipient agrees to display such signs, plaques or symbols as Canada may provide in such locations on its premises as Canada may designate.

## **Lobbyists' Registration and Lobbyists' Contingency Fees**

20. The Recipient declares that any person who has been lobbying on its behalf to obtain the grant that is the subject of this Agreement and who is required to be registered pursuant to the *Lobbyists Registration Act* R.S. 1985 c. 44 (4th Supplement), as amended from time to time, was registered pursuant to that Act at the time the lobbying occurred.
21. (1) The Recipient certifies that it has not directly or indirectly paid or agreed to pay, and covenants that it will not directly or indirectly pay, a contingency fee for the solicitation, negotiation or obtaining of this Agreement to any person other than an employee acting in the normal course of the employee's duties.
- (2) If the Recipient certifies falsely under this section or is in default of the obligations contained therein, Canada may either terminate this Agreement under the termination provision of this Agreement or recover from the Recipient by way of deduction from the grant or otherwise the full amount of the contingency fee.
- (3) For the purposes of this section,
- "contingency fee" means any payment or other compensation that is contingent upon or is calculated upon the basis of a degree of success in soliciting or obtaining this Agreement or negotiating the whole or any part of its terms;
- "employee" means a person with whom the Recipient has an employer-employee relationship;
- "person" includes an individual or group of individuals, a corporation, a partnership, an organization, an association and, without restricting the generality of the foregoing, includes any

individual who is required to file a return with the registrar pursuant to section 5 of the *Lobbyists Registration Act* R.S. 1985 c. 44 (4th Supplement), as amended from time to time.

### **Conflict of interest**

22. No member of the House of Commons shall be admitted to any share or part of this Agreement or to any benefit to arise there from.
23. No individual, for whom the post-employment provisions of the *Conflict of Interest and Post-Employment Code for Public Office Holders* or the *Values and Ethics Code for the Public Service* apply, shall derive any direct benefit from this Agreement unless that individual is in compliance with the applicable post-employment provisions.

### **Non-Assignment of Agreement**

24. The Recipient shall not assign this Agreement or any part thereof without the prior written consent of Canada.

### **Access to Information**

25. Subject to the *Access to Information Act*, R.S.C. 1985, c. A-1, information pertaining to the grant provided under this Agreement is publicly accessible and may be disclosed by Canada to third parties upon request under the Act.

### **Compliance with Laws**

26. The Recipient shall carry out the project activities in compliance with all applicable federal, provincial/territorial and municipal laws, by-laws and regulations.

### **Evaluation**

27. Canada may, at its discretion, carry out an evaluation of project. The Recipient shall cooperate with Canada in the conduct of any such evaluation.

### **Unincorporated Association**

28. If the Recipient is an unincorporated organization or association, the person(s) signing this Agreement on behalf of the Recipient acknowledge and agree that in addition to signing this Agreement in their representative capacities on behalf of the members of the Recipient, they shall be personally jointly and severally liable for the obligations of the Recipient under this Agreement, including payment of any debt that may become owing to Canada under this Agreement.





## Contact Us

Below is the list of addresses where you should mail your New Horizons for Seniors Program application. If you need any help while you are completing your form, you can call our toll-free number **1 800 277-9914** and select "0" to speak with an agent. For people with speech or hearing impairments using a teletypewriter device (TTD/TTY), call **1 800 255-4786**. Our lines are busiest at the beginning and end of each month, so if your business can wait, it's best to call at other times.

### NEWFOUNDLAND AND LABRADOR

New Horizons for Seniors Program  
Government of Canada  
P.O. Box 12051  
St. John's NL A1B 3Z4

### PRINCE EDWARD ISLAND

New Horizons for Seniors Program  
Government of Canada  
85 Fitzroy Street  
P.O. Box 8000  
Charlottetown PE C1A 8K1

### NOVA SCOTIA

New Horizons for Seniors Program  
Government of Canada  
Metropolitan Place, 6th Floor  
99 Wyse Road, P.O. Box 1350  
Dartmouth NS B2Y 4B9

### NEW BRUNSWICK

New Horizons for Seniors Program  
Government of Canada  
PO Box 250  
Fredericton NB E3B 4Z6

### QUEBEC

New Horizons for Seniors Program  
Government of Canada  
c/o Programs and Agreements Branch  
Guy Favreau Complex  
West Tower, 2<sup>nd</sup> Floor  
200 René-Lévesque Boulevard West  
Montreal QC H2Z 1X4

### ONTARIO

New Horizons for Seniors Program  
Government of Canada  
4900 Yonge Street Suite 200  
North York ON M2N 6A8

### MANITOBA

New Horizons for Seniors Program  
c/o Winnipeg Service Canada Centre  
P.O. Box 8850  
Winnipeg MB R3C 3E6

### SASKATCHEWAN

New Horizons for Seniors Program  
Government of Canada  
5<sup>th</sup> floor, 2045 Broad St  
Regina SK S4P 2N6

### ALBERTA

New Horizons for Seniors Program  
c/o Service Canada  
Suite 1440, Canada Place  
9700 Jasper Avenue  
Edmonton AB T5J 4C1

### NORTHWEST TERRITORIES

New Horizons for Seniors Program  
c/o Yellowknife Service Canada Centre  
P.O. Box 1170  
5101 – 50 Avenue  
Yellowknife NT X1A 1G2

### NUNAVUT

New Horizons for Seniors Program  
c/o Iqaluit Service Canada Centre  
P.O. Box 639  
Iqaluit NU X0A 0H0

### BRITISH COLUMBIA AND YUKON

New Horizons for Seniors Program  
Government of Canada  
British Columbia/Yukon Regional Headquarters  
Library Square 14th Floor  
300 West Georgia Street  
Vancouver BC V6B 6G3

Canada

**Memorandum of Understanding  
between  
Friendly to Seniors  
and  
Social Planning Council of Sudbury(SPC)**

**Background:**

Friendly to Seniors, a local, non-profit, grass roots organization with a mandate to make businesses and organizations more senior accessible, welcoming and service oriented to everyone has received funding to conduct a study on the challenges and barriers that seniors are experiencing in our community.

The Social Planning Council of Sudbury is conducting a review of the seniors sector on behalf of the United Way/Centraide to determine the needs of seniors and the gaps in service delivery. The two agencies are partnering in this endeavour to enhance each other's resources and to ensure the best possible product is delivered that meets the needs of both groups.

Friendly to Seniors wants to use the data to inform the community – in particular the community leadership – about the needs and issues of seniors currently living in our community.

Social Planning Council will use the data to inform the United Way so that they may make funding allocations in 2008 in a way that focuses attention on this group.

This Memorandum of Understanding will outline the roles and responsibilities of each agency.

**Friendly to Seniors:**

Will identify and contract with an individual who will be the contact/liaison for this project and responsible for the final outcomes to Friendly to Seniors as prescribed in the contract with Social Development Canada.

Will work with the staff from SPC to determine the content of the questionnaire to be developed in order to gather the data from seniors (individuals over 65 years of age) living in Greater Sudbury required for the final products.

Will pay the costs associated with the data gathering to be contracted to a local surveying company.

Will work with the staff of the SPC to determine the line of inquiry required for the collection of data from four (4) focus groups to be organized throughout the community and to be representative of a broad, inclusive, cross section of seniors in the community.

Will organize, and lead the focus groups sessions.

Will be responsible for the development of the final report as per the agreement with Social

Development Canada.

**Social Planning Council:**

Will provide research guidance and expertise to ensure the data gathering meets with the validity and accuracy requirements of the Research Policy of the SPC (attached).

Will work with the identified liaison person from Friendly to Seniors to determine the content of the questionnaire to be developed in order to gather the data from seniors (individuals over 65 years of age) living in Greater Sudbury required for the final products.

Will secure the participation of a local surveying company in the data gathering process.

Will work with the identified liaison person from Friendly to Seniors to determine the line of inquiry required for the collection of data from four (4) focus groups to be organized throughout the community and to be representative of a broad, inclusive, cross section of seniors in the community.

Will provide staff support to the organizing of the four (4) focus groups to be organized throughout the community and will provide staff support at the focus groups to record all data gathered in the sessions.

Will provide analyzed results of the survey and focus group material to Friendly to Seniors for their own use.

Will use the results of the survey and focus groups in their own report being prepared for the United Way/Centraide.

**Expected Outcomes:**

Friendly to Seniors will have the data required to prepare a report that meets the requirement of their contract with Social Development Canada.

Social Planning Council will have the data required to prepare a report that meets the requirements of their working arrangement with United Way/Centraide.

Each organization will be responsible for the development of their own final reports.

**Remuneration:**

Each organization will be responsible for all of their own costs for staff time.

Friendly to Seniors will pay for the cost of the telephone survey.

Friendly to Seniors will be responsible for any costs associated with hosting the focus groups including use of space, refreshments, transportation costs for participants, etc.

The Social Planning Council will not be remunerated for any of their participation save and except if they pay invoices on behalf of the project for ease of operation.

Janet Gasparini  
Executive Director  
Date:

John Lindsay  
Friendly to Seniors  
Date:



## Seniors Speak Out!

Older Adults Have Their Say on Issues:

Here is **YOUR** opportunity to express **YOUR** concerns about the "Challenges of Aging" - the various problems you see facing our aging population in the areas of: Health Care, Transportation, Housing, Taxation, Communication, Recreation, etc.

Friendly to Seniors through a Government of Canada "New Horizons" grant and in conjunction with The Sudbury Social Planning Council and the United Way is inviting older adults (50 plus) in our community to express their concerns in writing and/or to take part in special "focus" groups being held throughout the City of Greater Sudbury on the "Challenges of Aging." Don't miss this opportunity!

Please send your comments and suggestions by e-mail to [info@friendlytoseniors.ca](mailto:info@friendlytoseniors.ca) or write to Friendly to Seniors, 1439 Bancroft Drive, P3B 1R6. No need to give your name, but your age would be appreciated.

If you would like to take part in a "focus" group session of from 6 to 10 people to discuss these issues and to make comments and present suggestions e-mail [info@friendlytoseniors.ca](mailto:info@friendlytoseniors.ca) or call John Lindsay at Friendly to Seniors at 507-6087.



[www.friendlytoseniors.ca](http://www.friendlytoseniors.ca)





# Seniors Have Their Say!

**Older Adults Speak Out on Issues of Concern:**



Here is **YOUR** opportunity to express **YOUR** concerns about the "Challenges of Aging" - the various problems you see facing our aging population in the areas of: Health Care, Transportation, Housing, Taxation, Security, Recreation, etc., and to offer possible solutions.

**Friendly to Seniors through a Government of Canada "New Horizons" grant and in conjunction with The Sudbury Social Planning Council and the United Way is inviting older adults in our community to express their concerns in writing and/or to take part in special "focus" groups being held throughout the City of Greater Sudbury on the "Challenges of Aging." Don't miss this opportunity!**

**Please send your comments and suggestions by e-mail to our website, [info@friendlytoseniors.ca](mailto:info@friendlytoseniors.ca) or write to Friendly to Seniors, 1439 Bancroft Drive, P3B 1R6. No need to give your name, but your age range would be appreciated.**

**If you would like to take part in a "focus" group session of from 6 to 10 people please call John Richer at the Parkside Centre 673 - 6227 or John Lindsay at Friendly to Seniors at 507-6087.**

**We all have a responsibility to help make the future better. This is one way to help. By becoming involved and letting us know your opinions and suggestions you can be part of improving the quality of life for our aging population.**

***[www.friendlytoseniors.ca](http://www.friendlytoseniors.ca)***

