

Family Medical Clinic Development Grant Application Package

The Town of Magrath is seeking proponents to support the development of sustainable, local primary healthcare clinic services that are essential to the well-being and long-term viability of the community. Reliable access to family physicians and nurse practitioners ensures residents can receive timely care close to home, reducing pressure on regional healthcare systems and improving overall health outcomes.

At the same time, strong healthcare infrastructure is a critical factor in attracting and retaining residents, businesses, and professionals. By investing in a modern medical clinic, the Town aims to strengthen community resilience, support population growth, and enhance economic development by making Magrath a more attractive and livable place for families and employers alike.

Grant funding of up to \$250,000 would be made available as matching funding at a 50/50 contribution. To receive funding the successful proponent must enter into a grant funding agreement with the Town of Magrath, obtain a development permit and commence construction within eighteen (18) months of signing a funding agreement and ensure that the clinic is fully constructed and operational within three (3) years of the agreement, and operate a primary care medical clinic serving residents for a minimum of 10 years.

Application Submission Requirements

A completed application submission is required for consideration.

Incomplete applications or those submitted after the deadline may not be considered. The Town reserves the right to reject any or all applications at its sole discretion.

For application questions or to send completed applications, email: CAO@magrath.ca with the subject line: Medical Clinic Development Grant. Completed applications may also be dropped off at the Town Hall or mailed to:

Town of Magrath
Box 520
Magrath AB
T0K 1J0

Application Deadline: **June 30th, 2026.**

Application Instructions

Applicants are required to prepare and submit one complete application document that corresponds directly to the sections outlined in this application package. The application document must follow the same format, structure, and section order as the grant application template and be completed on a section-by-section basis.

Applicants must clearly address all requirements and provide all requested information under the applicable section headings within the main application document.

For example, the application should begin with Section 1: Applicant Information, followed by all required applicant details. The document should then proceed sequentially to Section 2: Project Overview, and continue through each remaining section in the order presented in this application package.

Any supporting or supplementary materials (e.g., financial statements, letters of support, drawings, technical reports, permits, or other backup documentation) must be submitted separately as appendices and clearly labelled for reference within the main application document where applicable.

Section 1: Applicant Information

Provide complete and accurate organizational details, including legal name, mailing address, and primary contact information. The contact person listed should be authorized to respond to inquiries and represent the organization throughout the application and project process.

Please include the organization name, authorized contact name, email, phone, and address.

Section 2: Project Overview

Provide a high-level summary of the proposed clinic project, including location, scope, and objectives. Describe the overall concept of your project, including: proposed location within the Town of Magrath, scope of development (new build, renovation, partnership, etc.), key objectives and expected outcomes.

Section 3: Facility Plan

Describe the clinic's design, including: a minimum of 5 medical doctor or nurse practitioner offices, examination rooms, accessibility features, future expansion capacity. Additional medical service offices are permitted to be within an overall facility plan, but as part of the application, it is important to clearly outline the medical clinic space as described. Concept drawings or floor plans are encouraged but not required for the application.

Section 4: Healthcare Delivery Model

Please describe your provider types (Family Physicians, Medical Specialists, Nurse Practitioners, Registered Nurses), team-based care approach, expected patient capacity, hours of operation, and service scope. Clearly demonstrate how your model and proposal will improve access for local primary care.

Section 5: Recruitment & Retention Strategy

Please include recruitment partnerships, physician or nurse practitioner commitments, and practice supports such as shared services, administrative support staff and any community relocation support you are providing. Realistic strategies and confirmed commitment letters will be scored more favourably.

Section 6: Financial Plan

To ensure the project is financially viable and that grant funding will be effectively leveraged, please provide a detailed financial overview including: total project cost estimates, major breakdown of cost categories, confirmed and potential funding sources, grant amount requested. Applicants must demonstrate the ability to complete the project beyond the requested grant funding

Section 7: Project Timeline

Provide key milestones and completion dates for key phases, such as: planning and design, land acquisition, approvals and permitting, construction or renovation, and operational launch. Include estimated start and completion dates. Projects that demonstrate readiness to proceed may be prioritized.

Section 8: Supporting Documents

Attach any relevant documentation, such as letters of intent or commitment from healthcare providers, site plans or conceptual drawings, partnership agreements, and evidence of funding commitments. While not all documents are required, stronger supporting evidence will improve your proposal.

Section 9: Right to Refuse

This application process does not constitute a tender or contractual obligation of any kind. The Town reserves the right to request additional information or clarification from applicants during the evaluation process. The Town of Magrath can choose to reject any or all applications and may make changes to or cancel this grant program at any time. The Town is not required to award funding and may decide not to move forward if no applications are a good fit. Applying does not guarantee funding or create any obligation for the Town to provide it.

Section 10: Funding Agreement

A successful proponent will be required to enter into a Funding Agreement with the Town of Magrath before any grant funding is provided. This agreement will outline key details such as roles and responsibilities, project timelines, reporting expectations, and any funding conditions. If the agreement is not finalized within a reasonable timeframe, the Town reserves the right to withdraw the funding offer.

Section 11: Applicant Declaration

Please include the following at the end of your application

I certify that the information provided is accurate and to the best of my ability a complete representation of our proposal.

Name:

Title:

Signature:

Date:

Section 12: Evaluation (For Town Use Only)

If multiple complete applications are received, they will be evaluated using the following evaluation system:

Criteria	Score 0-10	Weight
Project Feasibility		20%
Experience & Capacity		15%
Healthcare Model		10%
Recruitment Strategy		20%
Financial Plan		15%
Facility Design		10%
Community Alignment		10%