



## POLICY

**Effective Date:** October 25, 2010

**Amended:** October 27, 2014

**Amended:** May 24, 2016

**Amended:** October 10, 2017

**Amended:** October 28, 2019

**POLICY TITLE:** Family and Community Support Services Grant Program

**POLICY NUMBER:** 72-025

**POLICY PURPOSE:**

To establish terms of reference for the Family and Community Support Services (FCSS) Grant Program.

**POLICY:**

1. The Family and Community Support Services (FCSS) Grant Program is a joint municipal/provincial partnership that funds preventative social service programs that enhance the well-being of individuals, families, and communities.
2. The Town of Whitecourt, with the assistance of the Community Services Advisory Board, identifies priorities for FCSS Grant funding.
3. To obtain FCSS grant funding, programs/projects must fit within the priorities of the Town of Whitecourt FCSS and the Province, and meet the service requirements of the FCSS Act and Regulation. These programs/projects must enhance the social well-being of individuals, families, and communities and must result in one or more of the following:
  - a. Help people become self-reliant, build resiliency, and become able to function in a positive manner.
  - b. Promote and help people develop positive social relationships.
  - c. Help people become socially engaged and contribute to their community.
  - d. Support people to remain active participants in their community.
  - e. Empower people to address social issues and influence change.
4. Programs and services not eligible for FCSS grant funding include those that:
  - a. Provide primarily for the recreational needs or leisure time pursuits of individuals.
  - b. Offer direct assistance, including money, food, clothing or shelter, to sustain an individual or family.
  - c. Are primarily rehabilitative in nature.
  - d. Duplicate services that are the responsibility of a government or government agency.



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- e. Have already received funding through the Town of Whitecourt's annual budget, unless the application is distinct from funding already received.
  - f. Do not have a financial need.
  - g. Programs/organizations that leverage support to a secondary agency, group or organization.
  - h. Are for volunteer recognition.
5. The amount of funding available will be determined on an annual basis during the budget process.
  6. All applicants must be registered non-profit organizations that have been incorporated or show that they are working towards achieving incorporated status.
  7. Applications may be deemed ineligible for funding if the applicant shows a financial surplus greater than 25% of its annual operating budget. Applications for paid volunteer coordination may be considered for funding at a minimum wage rate up to a maximum of one-third of the paid position hours.
  8. Applications to the FCSS Grant Program will be considered on a case-by-case basis.
  9. The Community Services Advisory Board will review all applications to the FCSS Grant Program and recommend allocations to Council for approval. The Board reserves the right to assess the reasonableness of costs and which costs are eligible under the terms of the program.
  10. All submissions must be completed in writing and include all required supplementary documentation. The Community Services Advisory Board may request additional information in support of the project.
  11. All grants are at the discretion of Town Council, and may be refused for any reason. The Committee and Council may also impose conditions it thinks appropriate with the granting of funds.
  12. Organizations that have overdue or incomplete reporting relating to a previously approved Town of Whitecourt grant project will be considered ineligible.
  13. Applications may be awarded the entire grant funding amount requested if the application is for \$3,000.00 or less.

### **REFERENCE:**

- Schedule "A" Family and Community Support Services Grant Program Application Form
- Schedule "B" Family and Community Support Services Grant Application Rating Sheet