

FCSS Funding Application Guidelines 2024/2025

Family and Community Support Services (FCSS) is a partnership between the Province of Alberta and a Municipality or Metis Settlement that develops locally driven initiatives to ***enhance the social well-being of individuals, families, and community through prevention.***

To obtain FCSS funding, programs must fit within the City of Medicine Hat priorities and meet the requirements of the [Family and Community Support Services Outcomes Model: How we are making a difference](#) (March 2012) and [Family & Community Support Services Act and Regulations](#). These programs must:

- a) Enhance the social well-being of individuals, families and community through prevention and contribute to at least one of the following outcomes:

<i>Individuals: Outcome 1:</i>	<i>Families: Outcome 1:</i>	<i>Community: Outcome 1:</i>
<i>Individuals experiences social well being</i>	<i>Healthy functioning within families</i>	<i>The community is connected and engaged</i>
<i>Individuals: Outcome 2:</i>	<i>Families: Outcome 2:</i>	<i>Community: Outcome 2:</i>
<i>Individuals are connected with others.</i>	<i>Families have social supports.</i>	<i>Community social issues are identified and addressed.</i>
<i>Individuals: Outcome 3:</i>		
<i>Children and youth develop positively.</i>		

- b) Projects funded under the program must be of a preventive nature that enhances the social well-being of individuals and families through promotion or intervention strategies provided at the earliest opportunity.
- c) Do one or more of the following:
- help people to develop independence, strengthen coping skills and become more resistant to crisis;
 - help people (the public) to develop an awareness of social needs;
 - help people to develop interpersonal and group skills which enhance constructive relationships among people;
 - help people and communities to assume responsibility for decisions and actions which affect them;
 - provide supports that help sustain people as active participants in the community.

Program focus must address at least one of the following:

1. Promote and encourage active engagement in community
2. Foster a sense of belonging
3. Promote social inclusion
4. Develop and maintain healthy relationships
5. Enhance access to local supports
6. Develop and strengthen skills that build resilience

Projects must provide services with at least one of the following goals:

- Improved social well-being of individuals
- Improved social well-being of families
- Improved social well-being of communities

Eligible groups:

- Non-profit groups registered under the Society's Act, registered charity, or sponsored by a registered or government agency
- Local chapter of a provincial or federal non-profit group

Provincial Prevention Priorities:

Priority may be given to projects that address one or more of the provincial prevention priorities:

- Homelessness and housing insecurity
- Mental health and addictions
- Employment
- Family and sexual violence across the lifespan
- Aging well in community

Services provided under the program MUST NOT:

- provide primarily for the recreation needs or leisure time pursuits of individuals; (if a project has a recreational component to it, but the main outcome of the project are preventative social outcomes, then it can be considered).
- offer direct assistance, including money, food, clothing or shelter, to sustain an individual or family;
be primarily rehabilitative in nature (e.g. recovery) or duplicate services that are ordinarily provided by a government or government agency (e.g. health, education, justice, safety).
- In relation to the above, if a service is found to be a duplication (not fundable because another ministry funds that area already), they COULD still apply for funding for public

awareness/education; and or volunteer development – e.g. FASD assessment or support to individuals diagnosed with FASD is INELIGIBLE, however if the agency was asking for funds for education and awareness of FASD, they would be ELIGIBLE. Same applies to Family Violence, shelters, suicide prevention, etc. In addition, we have funded agencies for some of the duplicate areas (e.g. mental health) if we feel the funding received from these ministries is not sufficient for our community’s needs – but we do need to be cautious about this and the level (\$ amount) allocated.

Prohibited Costs:

- Purchase of land or buildings
- Construction or renovation of a building
- Purchase of motor vehicles
- Any costs required to sustain an organization that do not relate to direct service delivery under the program
- Municipal property taxes and levies
- Payments to a member of a board or committee

Note: staff costs and/or supplies/equipment needed to run a program **are** applicable

Examples of eligible activities (not a complete list):

- Information and referral services
- Developing directories designed to inform the public of available resources
- Interagency coordination
- Increasing public awareness about community issues
- Developing strategies for community advocacy
- Developing comprehensive social community plans and initiatives
- Environmental scans
- Service reviews
- Needs assessments
- Strategic planning
- Program planning
- An event to enhance knowledge or develop skills
- Short term support group
- Public education
- Volunteer development

The above guidelines must be kept in mind when completing your application. If you are unsure if your program qualifies, please contact the grant administrator before you apply. Or check the FCSS Handbook for more details: [FCSS Program Handbook \(alberta.ca\)](#)

Application Procedure: Organization or sponsoring group complete the online application – which can be found on the City’s grant website, www.medicinehat.ca/grants, or directly at <https://submit.link/1Sa>.

- a. You will first need to REGISTER as a user on this site.
 - b. You should receive a confirmation email once you have done the final submission of your application.
 - c. You can edit and save your application on this site at any time, before you officially submit it.
 - d. If you want to make changes AFTER you have submitted your application, please email Bonnie-Lou at Bonyar@medicinehat.ca to request this.
2. Applications are reviewed by members of the Community Vibrancy Committee and City staff (Review Committee).
 3. Applicants may be requested to make a presentation about their project/program.
 4. Applications are reviewed and evaluated based on the FCSS funding criteria and input from the Review Committee on community needs and priorities.
 5. Application may be evaluated for alignment with Council's priorities.
 6. Recommendations on evaluated proposals are forwarded to City Council for final funding approval.

Conditions of Funding:

1. Funding received from the City of Medicine Hat - Family and Community Support Services program must provide preventative (primary and secondary) social programs that directly benefit its residents.
2. All funds must be spent by December 31st of the funding year.
3. Outcomes must be measured, and data included in a Year End Final Report by February 28 following each year of funding.
4. **Outcome Measures must be selected from the Family and Community Support Services Measures Bank – that report can be found here: [FCSS Measures Bank, 2019](#) and [FCSS Companion Document for Measures Bank](#).**

Funding Dates:

Project dates for this grant are July 1, 2024 – December 31, 2024, and January 1, 2025 - December 31, 2025

***Note: All money MUST be spent by December 31 of the grant year.**

Application Deadline and Submission:

The application deadline is: Monday, April 1, 2024, at 3 pm – the online grant portal will close after this date and time.

If you require further clarification, please email or call the grant administrator:

- bonyar@medicinehat.ca
- 403.529.8316

***Note:** Only applications submitted through the grant portal will be accepted. If you require special accommodations to complete the report, please contact the above.