2025 FCSS Grants to Groups Funding Application
Deadline: 4:30 p.m. March 7, 2025,

PART ONE: APPLICANT GUIDELINES

This section provides information you will need to determine if your organization is eligible for the Grant and assist you in successfully applying. Please ensure you read and fully understand the information before completing Part Two: Application.

Do not submit Part One with your application.

Family and Community Supports Services (FCSS) Grants to Groups provides funding to non-profit societies. Projects **must be of a preventive nature**; enhancing the social well-being of individuals and families through promotion or intervention strategies provided at the earliest opportunity.

Please answer the following, prior to completing application form:

Are you applying as a business or as an individual?	Yes	No
Are you a government agency?	Yes	No
Is the project/program you are applying for recreational in nature?	Yes	No
Are you applying for funds that provide direct assistance to an individual(s), such as money, food, clothing, or shelter?	Yes	No
Are you applying for services or programming that is rehabilitative, such as one-on-one treatment or counseling?	Yes	No

If you have answered **YES** to any of the above questions your project or agency may not be eligible for funding under this program. Please contact Community Services at 780-624-1000 to discuss your project before moving forward with this application.

REQUIRED DOCUMENTATION:

___ Financial statement: Attach audited financial statement for the last fiscal year. If these statements are not audited, they must be dated and signed by the organization's President and Treasurer.

___ Certificate of incorporation - copy

___ Current list of Board members (contact information not required)

___ Complete application, including Budget. No other budget format will be accepted.

___ Returning groups: Your Grants to Groups Evaluation Form from last year's funded program MUST have been received before your application for further funding will be considered.

Please ensure that you have submitted all the required documentation listed above. Incomplete applications may not be considered for funding.

CONTACT INFORMATION

If you would like more information about eligibility, the application process, or have any other questions, please contact:

Town of Peace River Community Services (FCSS) - 780-624-1000 – communityservices@peaceriver.ca

CONDITIONS OF FUNDING

Funding received from the Town of Peace River Family and Community Support Services program must provide preventive social programs that directly benefit Peace River residents.

- All funds must be spent by December 31st of the funding year.
- Outcomes must be measured. You will be provided Measures (survey questions) with your grant award letter. The data must be included in your End of Year Summary Report. Programs that do not include data from their measures may not be considered for future funding through Town of Peace River.
- The maximum amount of funding requested must be no more than 75% of the total project cost, up to a maximum amount of $15,000.

SUBMISSION INFORMATION

DEADLINE: FRIDAY MARCH 7, 2025, at 4:30 p.m.
LATE APPLICATIONS WILL NOT BE ACCEPTED

Mail: **Town of Peace River Community Services (FCSS)**
                   Box 6600
                   Peace River, AB
                   T8S 1G1

Drop Off: **Town of Peace River Office**
                   9911-100 St

E-mail: communityservices@peaceriver.ca

                   Note: The receipt time of e-mail submissions will be determined by the time stamp as received on the Town of Peace River server.

FCSS GRANT ELIGIBILITY

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 conditional funding, programs of service providers must fit within the Town of Peace River Family and Community Support Services priorities and meet the requirements of the Family & Community Support Services Act and Regulations.

These programs must:

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

Individuals: Outcome 1:	*Families: Outcome 1:*	*Community: Outcome 1:*
Individuals experience social well-being	*Healthy functioning within families.*	*The community is connected and engaged.*
Individuals: Outcome 2:	*Families: Outcome 2:*	*Community: Outcome 2:*
Individuals are connected with others.	*Families have social support.*	*Community social issues are identified and addressed.*
Individuals: Outcome 3:		
Children and youth develop positively.		

2) Enhance the social well-being of individuals, families, and community **through prevention**.

3) Do one or more of the following:
   - help people to develop independence, strengthen coping skills and become more resistant to crisis;
   - help people to develop an awareness of social needs;
   - help people to develop interpersonal and group skills;
   - 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.

4) Programs and Services **not eligible** under the program include those that:
   - provide primarily for the recreational needs or leisure time pursuits of individuals;
   - are intended to sustain an individual or family, i.e., providing food, clothing or shelter;
   - are primarily rehabilitative in nature; or
   - duplicate services that are ordinarily provided by a government or government agency.

The following table identifies the eligibility of numerous programs and services. Ineligible programs do not meet FCSS criteria or receive funding from other provincial programs.

If you are unsure if your program qualifies, please contact us before you apply.

Note: If a core service is determined to be ineligible, funding may be provided to assist with community development activities such as public education/awareness and volunteer training/development for the service.

FCSS Program Eligibility

Program	Eligible	Ineligible
ABC Headstart	Social development of preschool children	Education Preparation
Adult Tutoring		✓
Bicycle Safety Programs		✓
Block Parents		✓
Capital Costs	Office equipment, furnishings and supplies essential to the operation of the program.	Purchase of land or buildings, construction or renovation of buildings, purchase of motor vehicles.
Child Car Seat Safety		✓
Child Find		✓
Christmas Hampers		✓
Clothing Depots/Thrift Shops		✓
Collective Kitchens/Community Kitchens	Developing independence, strengthening coping skills, building interpersonal or group skills	Menu planning, nutrition and budget planning and learning shopping skills
Community Development	✓	
Conference/Event Attendance	Conferences designed to encourage the development of healthy lifestyles, leadership skills and/or social responsibility.	Recognition conferences/events that do not meet FCSS criteria or have an entertainment or recreational focus.
Counseling	Short-term counseling and referral services.	Crisis or treatment counseling.
Crisis, Distress or Help Lines	Public information/education /volunteer development.	Core operating costs.
Day Care/Child Care Ages 0 – 5		✓
Disaster Services Programming		✓
Drug Awareness Resistance Education (DARE)		✓
Dry Grad Celebrations		✓
Employment Programs or Employment Training Programs		✓
Family School Liaisons	✓	
Family Violence	Public awareness /education volunteer development.	Core operating costs.
Fetal Alcohol Spectrum Disorder (prevention activities including public awareness and education)	Prevention activities including public awareness and education.	Assessment or support to individuals diagnosed with FASD.

Program		
Healthy Families/Home visitation Programs	✓	
Home Care (medical services)		✓
Home Support (non-medical program designed to assist seniors in remaining in their homes).	✓	
Honorariums to FCSS or other organizations receiving funding		✓
Housing Projects	Community engagement, public awareness, needs identification, development of plans and initiatives.	Capital expenses including building costs.
Justice-based Programs		✓
Lifeline/Apello/Medical Alert for seniors	✓	
Literacy	Developing or promoting parent/child relationships, increasing parental skills.	Improving literacy skills.
Meals on Wheels	Volunteer training, public awareness, purchase of containers.	Core operating costs.
Mediation Services	Family confliction mediation services.	Justice-based mediation services.
Nutrition Programs		✓
Out of Pocket Expenses for FCSS Board members	✓	
Out of School Care	✓	
Palliative Care		✓
Parent Link Centres	✓	
Pre School Programs	✓	
Quest (Lion's Club Program)		✓
Recreation/Sporting Activities		✓
Roots of Empathy Program	✓	
Safe and Caring Schools		✓
Safety Programs		✓
Santa's Anonymous		✓
Search and Rescue Programs		✓
Sexual Assault Centres		✓
Suicide Prevention	Public information, awareness, education, referral services.	Core operating costs.
Summer Fun/Playground Programs	Social development of children.	Recreational/entertainment activities.
Swim Lessons/Programs		✓

Transportation Services	Transporting individuals to/from an FCSS event or activity.	Regularly scheduled service, including transportation for persons with disabilities.
Victim Services		✓
Volunteer Development	✓	
Women's Shelters		✓
Youth Conferences	Conferences designed to develop healthy lifestyles, leadership or life skills and/or social responsibility.	Recognition Events that do not meet FCSS criteria or are primarily recreational or sports-focused.
Youth Emergency Shelters		✓
Youth Justice Committees		✓

APPLICATION EVALUATION

Grant Applications are evaluated by the Town of Peace River Community Services Board, using the attached Rubric.

Amount awarded are determined by:
- Total amount of funding available for the Grant, based on provincial and municipal budget decisions
- Number of eligible applicants
- Project alignment with FCSS mandate
- Ranked scoring of applicants

RUBRIC FOLLOWS ON NEXT PAGE.

Grants to Groups Application Scoring Rubric – Information for Applicants

Your application will be scored on each of the following criteria. Your score will be used to determine if your project is awarded funding, and the amount.

Application Section	Criteria
Program Outcome (Page 2)	The proposed project aligns with the **Outcome** that the applicant has chosen.
Statement of Need (Page 3)	The **need** for this project is clearly outlined and aligns with the services that will be provided by the applicant.
	Proof of **need** is provided through documentation or substantiated in some way (research, letter of support, requests from community, referrals from agencies, crisis situations)
Strategy (Page 3)	The applicant provides **information about the activities** that the project will provide, to help address the **need**. (Learning opportunities, sessions, workshops, clinics, etc.)
	Applicant describes **how their project will help** to address the identified need. (e.g. Through skill development, increase of knowledge, mentors, training)
	Implementation **plan and timeline** makes sense and appears reasonable.
Rationale (Page 3)	The applicant has provided a **sound rationale** for achieving their outcome. Applications that include supporting evidence-based data will be rated higher.
Sustainability (Page 4)	The application indicates an attempt to secure funding from other sources. If no other sources are available, application should indicate how that was determined.
Inputs (Page 5)	The application demonstrates **capacity** and indicates the organization has **planned resources** to support the project.
Itemized Budget (Page 7)	Budget is complete and includes all required components.
	Budget appears to include a reasonable and accurate allocation of funds .

0 Points	1 Point	2 Points	3 Points	4 Points
Lack of response or incomplete	Does not meet expectations or demonstrate understanding of the requirements; major weaknesses or deficits; low probability of success	Partially meets expectations; minor weaknesses or deficits; some probability of success	Fully meets expectations; Applicant has good understanding of requirements; no weaknesses; good probability of success	Exceeds expectations; clear understanding of requirements; excellent probability of success