

# Grasslands Regional FCSS Frequently Asked Questions Regarding Funding



**fcss**

**Grasslands Regional  
Family and Community  
Support Services**

Question	Response
<p>What is FCSS?</p>	<p>FCSS stands for Family and Community Support Services (FCSS) program. The FCSS Program is a funding partnership between the Provincial Government and local municipalities or Metis Settlements. Participating municipalities and Metis Settlements are responsible for allocating the joint FCSS funding within their service area. Funding may be used to deliver eligible preventative social programs and services through direct programming or grant funding.</p> <p>FCSS programs must align with the FCSS Mandate found within the <a href="#">FCSS Act</a> and <a href="#">Regulation</a>.</p> <p>Grasslands Regional FCSS is comprised of the following municipalities:</p> <ul style="list-style-type: none"> <li>• County of Newell</li> <li>• City of Brooks</li> <li>• Village of Duchess</li> <li>• Village of Rosemary</li> </ul>
<p>What is a preventative social service?</p>	<p>A preventative social service is a proactive program or project which is developed to strengthen the protective factors of individuals, families, and communities to: promote well-being, reduce vulnerabilities, enhance quality of life, and empower them to meet the challenges of life.</p> <p>FCSS programs are intended to help individuals, families, and communities adopt healthy lifestyles, improve their quality of life and build capacity to prevent and deal with crisis situations should they arise.</p>
<p>What are some examples of FCSS eligible programs and projects?</p>	<p>Please refer to the <a href="#">FCSS Program Handbook – Program Advise Inventory</a>, the reference material begins on page 46 of the document. This list is not exhaustive.</p>

<p>What areas are programs funded by Grasslands Regional FCSS required to fall within?</p>	<p>All programs funded through Grasslands Regional FCSS must be hosted in, and benefit residents within one of our partnering municipalities. These include the County of Newell, City of Brooks, Village of Duchess and Village of Rosemary.</p> <p>For funding inquiries outside of these service areas refer to the FCSS Program operating within that area. A list of FCSS Programs can be found <a href="#">here</a>.</p>
<p>What types of programs or services are eligible for funding or operation through Grasslands Regional FCSS?</p>	<p>All funding distributed through Grasslands Regional FCSS will be allocated to agencies and organizations who operate on a not-for-profit basis. All funded projects must be open to all individuals in the service area, regardless of race, religion, age, gender or any other protected grounds</p> <p>Programs or Projects that are funded must align with one of the following statements. Through the program or project:</p> <ul style="list-style-type: none"> <li>• Individuals experience personal well-being</li> <li>• Individuals are connected with others</li> <li>• Children/Youth Develop Positively</li> <li>• Families have Social Support</li> <li>• The community is connected and engaged</li> <li>• Community Social Issues are Identified and Addressed</li> </ul>
<p>What types of programs are ineligible for FCSS funding</p>	<p>Programs and services not eligible for funding through Grasslands Regional FCSS Include:</p> <ul style="list-style-type: none"> <li>• Capital expenditures including: vehicles, construction, purchase or upgrades to any buildings/structures</li> <li>• projects that are recreation or leisure based</li> <li>• rehabilitative programs</li> <li>• services already being provided through a government agency</li> <li>• direct assistance, such as money, food, clothing or shelter to sustain individuals or families</li> <li>• programs offered by a for-profit group</li> <li>• retro-active applications for funds</li> <li>• services based around supporting individuals from a specific religious groups, race or political background</li> </ul>

<p>What if our organization and programs don't align to the stated FCSS mandates? Will we be given time to adapt and change?</p>	<p>If your organization and program does not align to the Grasslands Regional FCSS priorities, please do not submit an Expression of Interest (EOI). FCSS does not expect organizations to adapt and change their mission, vision, mandate or programs to align with current priorities.</p>
<p>What types of funding are available through Grasslands Regional FCSS?</p>	<p>Grasslands Regional FCSS offered two different streams of funding: Core Grant Funding and Micro-Grant Funding.</p> <p>Core Grant Funding opportunities have an open intake for applications one time per year. Grant Funding supports programs or projects requiring over \$5,000 in funding. Programs can be up to 1 year in length. Core Grant funding is only available to agencies operating on a not-for-profit basis.</p> <p>Micro-Grant Funding opportunities are open for application at any time throughout the year. Micro-Grants support programs or projects requiring less than \$5,000 in funding. Agencies can receive a maximum of \$5,000 in funding during the year, this can be allocated to one project or split between several small projects. Core funding recipient agencies can apply for a maximum of \$2,500 in micro-grant funding each year.</p> <p>Micro-Grant Funding applications will prioritize applications from not-for-profit entities but will be accepted from for-profit or non-status groups that provide a program or service that aligns with the FCSS mandate. Micro-Grant Funding will not be available to municipalities.</p> <p>Micro-Grant requests for collaborative projects with three or fewer partnering agencies shall be equally deducted from each agency's allowable annual funding. For collaborative projects with four or more partnering agencies, funding allocations will be determined on a project-by-project basis and will not impact each agency's annual funding.</p>

What is the process for Core Grant Funding applications?

Applying for Core Grant Funding is a 3-step process.

### Step 1

To apply for Core Grant Funding you will first be required to submit an Expression of Interest (EOI) for your program or project. The EOI for Core Grant Funding opportunities opens each year on May 1 and close on July 31.

The EOI provides:

- Opportunity to give a brief overview of your organization and demonstrate how your proposed project or program aligns with the overall goals and objectives of FCSS; and
- Grasslands Regional FCSS with information to determine whether your organization and program meet the eligibility requirements.

The EOI review process takes up to 7 days, if your EOI is deemed eligible you will be invited to move to Step 2 of the application process.

### Step 2

Following the assessment of the EOI, organizations meeting requirements will be invited to submit a detailed application for Core Grant Funding. Core Grant Funding applications are accepted until August 31. Being invited to complete the application does not guarantee funding.

The application requires all groups to outline the following:

- A Program or project summary
- A detailed budget, including all revenue sources, amounts of FCSS requested funds and expected expenses
- Outcomes Measures to be utilized

Should you require assistance completing the application please contact the FCSS Director for guidance. Incomplete or late submissions will not be considered.

Please note there is no maximum amount of funding that can be requested by one group. When you are applying for funding you should request the

amount of program funding you would like FCSS to support. If you have other funding sources you should take that into consideration as well, funding applications may be partially funded.

Step 3

All applicants are required to complete a presentation of their application to the FCSS Board of Directors. Presentations will be completed during the month of September; the presentation date will be provided to applicants. If applicants are not able to attend the presentation their application for Core Funding will not be considered.

The presentations are 30- minutes in length, allowing 20-minutes for applicants to showcase their program or project and 10 minutes for the FCSS Board of Directors to ask questions of the applicant. All applications are approved or denied at the discretion of the FCSS Board of Directors.

What is the process to apply for Micro-Grant funds?

Applying for Micro-Grant Funding is a 2-step process.

The applications for Micro-Grant funds are accepted at any time during the year. The process of applying for a Micro-Grant can take up to 45 days. It is imperative that you begin your application with ample time to meet the time restrictions as programs and project cannot be retroactively funded.

Step 1

To apply for Micro-Grant Funding you will first be required to submit an Expression of Interest (EOI) for your program or project. The EOI review process takes up to 7 days, if your EOI is deemed eligible you will be invited to move to Step 2 of the application process.

Step 2

Following the assessment of the EOI, organizations meeting requirements will be invited to submit a detailed application for Micro-Grant Funding. Being invited to complete the application does not guarantee funding.

The application requires all groups to outline the following:

- A Program or project summary
- A detailed budget, including all revenue sources, amounts of FCSS requested funds and expected expenses

Should you require assistance completing the application please contact the FCSS Director for guidance.

Approved applications will be required to meet with the FCSS Director to determine what Outcomes Measures will be utilized for the program or project **before** any funding can be distributed.

<p>Can an organization that has not previously received FCSS Program funding, apply through the Expression of Interest (EOI)?</p>	<p>Yes, this is an open process. All organizations and programs that meet the eligibility criteria and demonstrate alignment to the FCSS Program priorities will be considered through this process.</p>
<p>Do currently funded FCSS programs need to apply through the EOI process?</p>	<p>Yes, an EOI needs to be submitted for all currently funded programs should they wish to apply for funding again.</p>
<p>Can I submit an EOI for more than one program?</p>	<p>Yes, you may submit an EOI for any of the programs that you offer that align with the priorities and mandate of FCSS. If applying for micro-grant funding there will be a maximum yearly funding cap of \$5,000 per agency, unless the agency receives core funding for any programs then the yearly maximum will be \$2,500.</p>
<p>When will groups be advised of the outcome of the EOI or application?</p>	<p>Grasslands Regional FCSS is committed to reviewing the EOI with 7 days of submission and letting organizations know the status of their request immediately after this time frame.</p> <p>For organizations that are invited to submit a Core Funding application, FCSS is committed to informing the applicants of the outcome of their application by October of each year.</p> <p>For organizations that are invited to submit a Micro-Grant application, FCSS is committed to informing the applicants of their application within 30 days from the date of their application being received</p>



<p>Can a program or project applying for FCSS Funds be run as an inter-agency or multi-organization effort?</p>	<p>Yes, programs and projects run as part of an interagency effort are welcome to submit an EOI. The EOI must indicate what agency would act as the banker for the fund distribution.</p> <p>Micro-Grant Funding requests for collaborative projects with three or fewer partnering agencies shall be equally deducted from each agency's allowable annual funding. For collaborative projects with four or more partnering agencies, funding allocations will be determined on a project-by-project basis and will not impact each agency's annual funding.</p>
<p>Can a program have more than one source of funding?</p>	<p>Yes, FCSS recognizes that programs can be made up of different parts that are more appropriately funded by different funders, or may require multiple funders for financial sustainability.</p>

<p>What are Outcome Measures?</p>	<p>Outcomes Measures are the formal tool used by FCSS programs across the province to ensure that all FCSS funded and delivered programs align with provincial FCSS mandates. All outcomes align with one or more of the 5 strategic directions. The strategic directions contribute to the over-arching goal of FCSS at a provincial level, enhancing the social well-being of individuals, families, and community through prevention.</p> <p>All programs and projects funded through Grasslands Regional FCSS are required to report on Outcomes Measures. Micro-Grant recipients must report on a minimum of 1 Outcome Measure and Core Grant Funding recipients must report on a minimum of 2 Outcome Measures.</p> <p>Micro-Grant recipients will work with the FCSS Director to develop the Outcome Measure appropriate for their program before any funding can be released.</p> <p>Core Grant Funding recipients will be required to outline which Outcome Measures will be utilized in their application. Should applicants require assistance with determining the appropriate Outcome Measures to utilize they will need to contact the FCSS Director to discuss this prior to submitting their application.</p>
<p>How are applications evaluated</p>	<p>All programs and projects are approved at the discretion of the FCSS Board of Directors. Factors considered during the review process include:</p> <ul style="list-style-type: none"> <li>• There is a clear program design regarding how the project will achieve its goals</li> <li>• It's demonstrated that the program meets a community need</li> <li>• The program is preventative in nature and aligns with at least one of the FCSS priorities</li> <li>• The role partners play in the project is identified</li> <li>• Volunteers are utilized appropriately</li> <li>• The expected outcome or the project is clearly outlined</li> <li>• Sufficient budget details are provided</li> </ul>

<p>What happens after my program is approved to receive FCSS Grant Funds?</p>	<p>All programs and projects approved for funding will be required to sign a Funding Agreement. The Agreement must be signed and all conditions must be met before any funding can be distributed to the organization. All approved applicants must recognize FCSS as a sponsor for their project.</p>
<p>If our program(s) are approved for FCSS funding, when will the funding begin?</p>	<p>For approved Core Funding Grants funds will be distributed on a quarterly basis beginning January 1<sup>st</sup> of each year, unless otherwise specified in the funding agreement.</p> <p>Programs and projects approved for Micro-Grant funding will receive a one-time payment within 14 days of their Funding Agreement being signed.</p>
<p>How are members of the FCSS Board selected?</p>	<p>Members of the Grasslands Regional FCSS Board represent the service areas City of Brooks, County of Newell, Village of Duchess and Village of Rosemary. Each of the service areas has 2 representatives on the FCSS Board of Directors, comprised of 1 Municipal Councilor and 1 Member at Large.</p>
<p>What are the reporting requirements for a funded program?</p>	<p>Applicants approved for Core Grant funding are required to submit a Mid-Year Report by July 31 of each year and an Annual Report by January 31 of the year following their funding term.</p> <p>Applicants approved for Micro-Grant funding are required to submit Report within 30 days of the completion of their project.</p> <p>The reports will detail the following:</p> <ul style="list-style-type: none"> <li>• Outcomes Measures Results</li> <li>• Funding allocations/budget</li> <li>• Demographics and numbers of clients served</li> <li>• Details around the utilization of volunteers</li> <li>• Success Stories or Testimonials</li> <li>• Photos of your project or program</li> </ul>
<p>Who do I contact for more information?</p>	<p>All information related to the EOI process can be directed to Victoria at 403-362-4549 or <a href="mailto:victoria@grasslandsregionalfcss.com">victoria@grasslandsregionalfcss.com</a></p>

