

Function: Community and Protective Services- 02
Department: Community Services-020
Policy #: 003




Family & Community Support Services (FCSS) Grant Policy

Effective Date: June 27, 2019

Review Date: June 27, 2024

Cancels: n/a

Resolution #: 417-2019

CAO Signature: 

Purpose: Council believes it is important to support community facilities, initiatives and events that are community driven to enhance and enrich Lac Ste. Anne County communities and residents. Specifically, the FCSS program is mandated provincially to “be of preventive nature that enhances the social well-being of individuals and families through promotion or intervention strategies provided at the earliest opportunity.” The purpose of this policy is to establish protocols and methodology to receive funds from the Lac Ste. Anne County Family & Community Support Services (FCSS) Grant Program and to manage grant requests in a fair and organized manner.

Guidelines:

1. General

All funding programs will be based on annual approved budget resources. Due to budget restrictions and project prioritization, not all requests will receive funding.

The County has several programs providing financial assistance to community organization and/or agencies. This policy relates to the FCSS External Grant Program only. All other financial assistance and funding programs provided by the County will be delivered in accordance with other bylaws, policies, procedures and/or by resolution. Where a community

organization/agency has a contract or agreement with the County, and funding is provided as part of that contract or agreement, those funds are not subject to this process and will be negotiated as part of the terms of the contract or agreement.

2. Funding Streams

The FCSS Grant will be delivered through two streams:

A. Direct Grant Allocation

- a. Direct allocations to qualifying organizations will be provided without the requirement for an application.
- b. A list of qualifying community organizations/agencies organizations will be established by Council annually and will be categorized by similar types of program, event or initiative.
- c. The level of funding for each category will be established by Council annually.
- d. All grant recipients will be required to meet the accountability requirements established below.
- e. All grant recipients will be required to acknowledge the receipt of funding as established below.
- f. For all allocations of \$5,001 or more, the County reserves the right to participate in the recipient's annual budget deliberations.
- g. For all allocations of \$5,001 or more, a three (3) year budget must be provided.

B. Application/Request

- a. Eligible community organizations/agencies may submit a grant application, similar to the format attached, and must be endorsed by the legal and/or financial signing authority for the organization.
- b. Incomplete applications will be returned to the applicant.
- c. County Administration will review funding requests and make funding recommendations to County Council based on established county priorities and funding availability.

- d. Copies of applications may be forwarded to other local FCSS programs should Administration deem it appropriate.
- e. For all allocations of \$5,001 or more, the County reserves the right to participate in the recipient's annual budget deliberations.
- f. For all allocations of \$5,001 or more, a three (3) year budget must be provided.

3. Project Eligibility

FCSS programs must be delivered in accordance with the established provincial mandate:

A. Eligible programs, events and initiatives must:

- a. Be of preventive nature that enhances the social well-being of individuals and families through promotion or intervention strategies provided at the earliest opportunity;
- b. Do one or more of the following:
 - i. Help people to develop independence, strengthen coping skills and become more resistant to crisis;
 - ii. Help people to develop an awareness of social needs;
 - iii. Help people to develop interpersonal and group skills which enhance constructive relationships among people;
 - iv. Help people and communities to assume responsibility for decisions and actions which affect them;
 - v. Provide supports that help sustain people as active participants in the community.

B. Programs, events and initiatives offered through FCSS funding must not:

- a. Primarily provide for recreation needs or leisure time pursuits of individuals;
- b. Offer direct financial assistance, including money, food, clothing or shelter, to sustain an individual or family;
- c. Be primarily rehabilitative in nature;

- d. Duplicate services that are ordinarily provided by a government or government agency.

And expenditures cannot include:

- a. Purchase of land or buildings;
- b. Construction or renovation of a building;
- c. Purchase of motor vehicles;
- d. Any costs required to sustain an organization that do not relate to direct service delivery under the program;
- e. Municipal property taxes and levies;

C. Additionally, the County will not fund, either directly or through a third-party arrangement any activity/event that:

- a. conveys a negative message that might be deemed prejudicial to groups/individuals through the Canadian Charter of Rights & Freedoms;
- b. promotes alcohol and other addictive substances at venues primarily for youth;
- c. presents demeaning or derogatory portrayals of individuals or groups or contain anything which, in light of generally prevailing community standards, is likely to cause deep or wide spread offence;
- d. endorses political organizations or campaigns; or
- e. supports companies whose reputation could prove detrimental to the County's public image.

D. The County maintains the right to establish localized guidelines to further direct the use of grant dollars for specific programming areas. These will be established through standard operating guidelines.

4. Deadline for Applications

There are no fixed deadlines for the FCSS External Grant. Applications will be considered until funding depleted.

5. Accountability

It is expected that community organizations/agencies will provide financial accountability and evaluation of the project through the submission of a final report.

Failure to comply with accountability expectations will result in penalties to future funding allocations or forfeiture of funding.

The County reserves the right to require additional supporting documentation on a case-by-case basis.

6. Acknowledgement

Acknowledgement of financial assistance through this grant program is required.

Community organizations/agencies receiving funding for programs, events and initiatives shall recognize the support by way of print materials, social media, website, signage, and verbal recognition, as applicable, for all levels of funding.

The County reserves the right to require supporting documentation that confirms recognition of funding.