

Policy

Title:	FAMILY & COMMUNITY SUPPORT SERVICES PROGRAM
Policy Number:	REC-72-10
Effective Date:	October 11, 2023
Resolution:	407-23
Department Responsible:	Community Services
Supersedes Policy No:	112
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POLICY STATEMENT:

Family & Community Support Services (FCSS) is a voluntary joint municipal/provincial funding program to develop, support and fund preventative social services that promote and enhance the well-being among individuals, families, and communities. Under the partnership, the province of Alberta provides an amount not exceeding 80% of the program's cost. The Municipal District must allocate no less than 20% of the total program budget as a matching share allocated from its operating budget.

The FCSS program receives its mandate and requirements from the *Family & Community Support Services Act and Regulation*. The Act and Regulation set out the terms and conditions for the development and delivery of local preventative social services through direct programming and the provision of financial assistance through the grant program.

The Municipal District supports, encourages, and values the FCSS program as an opportunity to provide a basis for the physical and mental health of its citizens, development of its youth, stability for its seniors and overall community fellowship, generosity, compassion, and spirit.

DEFINITIONS:

“**Community Assistance Board**” means an internal board made up of all members of Council.

“**Council**” means the duly elected Council of the Municipal District of Lesser Slave River No. 124

“**FCSS**” means the Family and Community Support Services Program

“**Minister**” means the Minister determined under section 16 of the *Government Organization Act*

“**Municipal District**” means the Municipal District of Lesser Slave River No. 124.

PRINCIPLE:

To authorize the Municipal District's participation in the FCSS program and to define the role, responsibility and accountability of Council, the Community Assistance Board, Administration, and funding applicants.

1. Municipal District Responsibility

In providing the establishment, administration, and operation of an FCSS program, the Municipal District must do the following.

- a. promote and facilitate the development of stronger communities;
- b. promote public participation in planning, delivering, and governing the program and services provided under the FCSS program;
- c. promote and facilitate the involvement of volunteers;
- d. promote efficient and effective use of resources, and
- e. promote and facilitate co-operation and co-ordination with allied service agencies operating within the Municipal District.

2. Council Responsibility

- a. Council will authorize via resolution the signing of the FCSS Agreement;
- b. Council will budget the 20% cost share operational funding assistance for the FCSS program on an annual basis; and
- c. Council authorizes the Community Assistance Board to allocate FCSS funds towards programs and services for Municipal District citizens.

3. Community Assistance Board Responsibility

- a. The Community Assistance Board will meet four times per year (February, May, August, and November) to vet, prioritize and allocate funds towards FCSS programs and services;
- b. When the budget is fully allocated, the Community Assistance Board will stop accepting applications for FCSS funding; and
- c. The Community Assistance Board will provide strategic direction to the Council regarding FCSS programs and services.

4. Eligible Applicants

The following entities are eligible for FCSS Funding:

- a. non-profit organizations;
- b. School Councils; and



- c. Other government agencies.

5. Ineligible Applicants

The following entities are ineligible for FCSS funding:

- a. For-profit organizations;
- b. Religious organizations; and
- c. Individuals.

6. Eligible FCSS Programming and Services

Services to assist communities to identify their social needs and develop responses to meeting those needs, including:

- a. raising public awareness around community issues, developing strategies for community advocacy;
- b. developing comprehensive social community plans and initiatives, environmental scans, service reviews, strategic planning, program planning; and
- c. in-kind support to community-based groups (until they can sustain themselves) such as provision of office space, printing, photocopying, help with preparing proposals, etc.

Services to promote, encourage and support volunteer work in the community including:

- d. recruitment, training, and placement services;
- e. resources to support volunteers; and
- f. coordination of volunteer services.

Services to inform the public of available services, including:

- g. information and referral services;
- h. community information directories;
- i. newcomer services; and
- j. interagency coordination.

Services that promote the social development of children and their families, including:

- k. parent-child development activities;
- l. parent-child development activities; and
- m. support services for young school age children.



Services that enrich and strengthen family life by developing skills so people can function more effectively within their own environment, including:

- n. parenting and family life education and development programs, marriage enrichment;
- o. retirement planning;
- p. programs for single adults and single parents;
- q. courses designed to enhance self-awareness and personal growth, individual, family and group counselling services that are educational and not treatment oriented and
- r. youth development services.

Services that enhance the quality of life of the retired and semi-retired, including:

- s. home support services;
- t. education and information services;
- u. outreach and coordination services; and
- v. self-help socialization activities.

Services provided under a program may offer direct assistance including money, food, clothing, or shelter to sustain an individual or family during a public health emergency under the *Public Health Act* or any extenuating circumstances such as fire or flood as the Minister may determine.

7. Ineligible FCSS Programming and Services

Services provided under an FCSS Program must not include any of the following:

- 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. be primarily rehabilitative in nature; and
- d. be duplicate services that are ordinarily provided by a government or government agency.

8. FCSS Funding Application Progress

Applicants must fill out an FCSS Funding Application Form and submit it to the Municipal District prior to one of the following dates:

- a. January 31st;
- b. April 30th;
- c. July 31st; and
- d. October 31st.



