



City of Spruce Grove/ Family & Community Support Services
FCSS Community Grant - Preventative Social Programs

Grant Information & Guide 2021

INTRODUCTION

The City of Spruce Grove Family and Community Support Services (FCSS) is pleased to provide Preventative Social Programs Grant funding. This opportunity supports organizations to deliver locally-driven preventative social services and programs to support residents of Spruce by enhancing the well-being of individuals, families and the overall community. All programs must meet FCSS eligibility requirements. [See FCSS Program Advice Inventory Listing.](#)

Community groups may apply for the grant with an eligible sponsor organization. Please note that eligible programs doesn't have to be a new initiative. New or enhancement to existing programs will be considered for this grant.

Definitions for terms used within this guide can be found on page 5.

GRANT OUTCOMES

Initiatives must clearly demonstrate and report on one of the following FCSS outcomes with corresponding questions on an agreement scale of 1-6 (1. Strongly disagree, 2. Disagree somewhat, 3. Disagree, 4. Agree somewhat, 5. Agree, 6. Strongly agree):

As a result of [program]...

1. Individual Outcomes

- I am better at getting through hard times because I believe in myself.
- I am better at handling whatever comes my way.
- I am more willing to try again if something I do doesn't work.
- I have some new information on how to better manage my stress.

2. Family Outcomes

- I have built connections with other parents in my neighborhood/community.
- My family has more people we can count on to help us
- My family has strengthened existing connections with other families
- I am better able to access the resources available for my family when we need them

3. Community Outcomes

- The program has helped me to feel a sense of belonging to my neighbourhood/community.
- I know more about where I can connect with others in my neighbourhood/community.
- I am more aware of the resources and supports available in my community.
- I feel more comfortable with people of other cultures, races or ethnic groups.

Please note that any program that has an overarching objective of enhancing the social well-being of individuals, families and community through prevention will be considered eligible for this grant.

PURPOSE AND GRANT OBJECTIVES

The Preventative Social Programs Grant provides funding to meet community needs. Services or programs must be accessible to Spruce Grove residents and align with one or more of the following:

- help people develop independence, strengthen coping skills and become more resistant to crisis;
- help people develop an awareness of social needs;
- help people and families develop interpersonal and group skills which enhance constructive relationships among people;
- help people and communities assume responsibility for decisions and actions which affect them;
- provide supports that help sustain/engage people as active participants in the community.

BUDGET:

Applicants may apply for up to a maximum of \$30,000 from an available \$30,000 fund. Grant recipients may secure some or all of this funding. Additional in-kind support may be available for new programming offered within Spruce Grove.

ELIGIBILITY

Priority will be given to Tri-Municipal regional organizations that provide services or programs within Spruce Grove. Organizations located outside the Tri-Municipal Region are welcome to apply and must demonstrate how they will serve residents of Spruce Grove.

Ineligible Programs

Services provided must **not**:

1. focus on crisis intervention and/or treatment;
2. be *physically* offered outside of the Tri-Municipal Region;
3. provide primarily recreational needs or leisure time pursuits of individuals,
4. offer direct assistance, including money, food, clothing or shelter, to sustain an individual or family;
5. be primarily rehabilitative in nature, or
6. duplicate services that are ordinarily provided by a government or a government agency.

The organization applying must **not**:

- use these funds to provide a grant, donation or scholarship to another person, group or organization;

- provide financial assistance to sustain an individual, or family;

Applicant Requirements

The organization applying or sponsoring a group must:

- be registered as a non-profit or charitable organization operating for a minimum of 1 year;
- have a certificate of insurance;
- align with FCSS Act and Regulations.

Eligible Costs

Applicants must provide detailed budget information outlining expense types and estimated costs of the proposed program. Applicants will be required to indicate the amount requested from the City of Spruce Grove as well as other sources of funding. Monetary value of in-kind contributions are also important to highlight, if applicable.

Expenses eligible under this grant include:

- Operational expenses required to run the program or service, including human resources.

OBLIGATIONS OF GRANT RECIPIENTS

4. Programs, services, and expenditures must occur prior to March 31, 2022.
5. A final report must be submitted by April 30, 2022 including the following:
 - A description of programs/services completed
 - FCSS Outcome Report
 - A program outputs report
 - A signed financial statement
 - Copies of any print materials (ad, press releases, program brochure, etc.) which acknowledge Spruce Grove FCSS support.
6. Acknowledge support of Spruce Grove FCSS in all print and public material related to the program/ service within the grant agreement.

EVALUATION CRITERIA

Category	Weight
Budget	15%
Outcomes	15%
Demonstrated Community Benefit	20%
Program Information	30%
Accessible to residents of Spruce Grove	20%

Applicants will also be evaluated on their ability to demonstrate the following:

1. Ensure program/services are accessible, inclusive, appropriate, and meet standards of accepted best practice (where applicable).
2. The program/ services will be either no-cost or low-cost for individuals to participate.
3. The program/ services will be preventative

APPLICATION PROCESS

This grant opportunity will be advertised on the City of Spruce Grove website on **September 01, 2021**. The application deadline is **4:30 pm on September 24, 2021**. Late and/or incomplete applications will not be considered. An acknowledgement of receipt of application will be provided within 2 working days (M-F) of submission. All applications will be reviewed the week of **October 11-15, 2021** by an administration review committee. Applicants will be notified **no later than October 25, 2021** of award decisions. Grant recipients will be required to submit their certificate of insurance within 10 days of execution of grant agreement.

To apply, complete the FCSS Community Recovery Grant application form and submit via email to

Kusi Ampofo, Community and Social Investment Analyst, Social Planning
Community Social Development
Email: kampofo@sprucegrove.org
[Tel. 780-962-2611](tel:780-962-2611) Ext 232
Cell: 587-532-9971

Use the following title format to submit an application:

Community Recovery Grant – [funding stream] - [organization name] – [date]

Submission Checklist:

- Completed Application Form
- Completed Budget Request Sheet
- Additional Information (1 page if required)
- Optional letters of support

KEY DATES AND TIMELINES

Call for applications – September 01, 2021
Application deadline – September 24, 2021
Grant Award Notifications – October 25, 2021

Grant distribution – within 10 days of receiving signed grant agreements and proof of insurance
Programs and expenditures must occur prior to March 31, 2022
Final report – April 15, 2022

DEFINITIONS

Applicant – a non-profit society registered under the Societies Act that applies for this grant opportunity or a group sponsored by a registered non-profit.

Prevention - For the purpose of this grant, prevention is defined as averting the onset of a problem or a risk by proactively modifying behaviors and the environment.

Outputs – direct products of the program/ service such as number of programs provided, number of participants. Outputs can support outcomes but do not directly result in outcomes.

Outcomes – measurable changes or effects on people or an issues as a result of program efforts. This grant requires the applicant to measure at least one FCSS outcome measure outlined in the grant application.

Recipient – Successful grant applicant(s) who receives funding from The City of Spruce Grove FCSS

Social Isolation – Individuals lacks meaningful relationships with other people. This could include the number of contacts and the quality their interactions.

Vulnerable Populations – Individuals and groups who are at a greater risk of adversity due to the social, economic, physical, environmental and political barriers they experience. Vulnerable groups include, but are not limited to: youth, seniors, women, sexual and gender diverse individuals, people experiencing poverty, newcomers, immigrants, Indigenous peoples, people of diverse ethnic or cultural origin.