



<b>Policy Title</b>	Family and Community Services Advisory Board – FCSS Community Funding Application Policy
<b>Authority</b>	FCSS Advisory Board
<b>Approved (Dates/Motion #)</b>	March 1, 2021 (M# FCSS21/2021)
<b>Policy Number</b>	P-FCSS008
<b>Review</b>	To be reviewed annually by September 30
<b>Reviewed by</b>	Advisory Board – February 4, 2021

## Policy Statement

The FCSS Advisory Board provides social program grants in accordance with their annual operating budget where possible. Groups and agencies may apply for funds to assist with their social programming in the Town or may request partnership support on activities in the community.

## Definitions

**Director** – means the FCSS Director, an employee of the Town, that is dedicated to the FCSS Advisory Board managing social programming.

**FCSS Advisory Board** – a volunteer advisory board of directors appointed by Council with the responsibility of leading and managing social programming in the Town.

**Members** – volunteers appointed to the FCSS Advisory Board.

**Town** – means the incorporated municipality of Bassano.

## Responsibility

It is the responsibility of the FCSS Advisory Board and the Director to ensure this policy is implemented.

## Process

1. Each year the FCSS Advisory Board will determine if it has funds to allocate to the FCSS Community Grant program as part of the operating budget process. If funds are allocated through this program, notification will be provided to the Town and key stakeholders.
2. The FCSS Advisory Board is not required to provide funds through this program.

## Application

1. Applicants who wish to apply for funding shall follow the guidelines outlined in The Funding Application (Appendix A).
2. All applicants will be informed once the FCSS Advisory Board reviews their request and comes to a decision.
3. Successful funding applicants will be required to sign a funding agreement with Family and Community Support Services Bassano.

## Submission and Spending Deadlines

1. All applications for funding must be submitted to the FCSS Advisory Board no later than September 30<sup>th</sup> the year prior to requesting funds.
2. All funds must be spent by December 31<sup>st</sup> of the year in which they are given.
3. All required reporting must be submitted to the Director no later than February 15<sup>th</sup> the year following completion of funding.

## Program Eligibility Criteria

Program eligibility will be based on provincially regulated FCSS criteria as outline

Services Eligible for Funding	Ineligible Services
<p>Services eligible for funding will meet one of the following measures:</p> <ul style="list-style-type: none"> <li>• Assist individuals in experiencing social well-being</li> <li>• Assist individuals in connecting with others</li> <li>• Help children and youth develop positively</li> <li>• Foster healthy functioning within families</li> <li>• Provide families with social supports</li> <li>• Connect and engage the community with one another</li> <li>• Identify, address, and bring awareness to social issues in the community</li> <li>• Help individuals develop interpersonal skills</li> <li>• Help individuals have choice in their community</li> </ul>	<p>Services that are not eligible for funding are outlined as services that:</p> <ul style="list-style-type: none"> <li>• provide primarily for the recreational needs or leisure time activities</li> <li>• are intended to sustain an individual or family, i.e., providing food, clothing or shelter</li> <li>• are primarily rehabilitative in nature</li> <li>• duplicate services that are ordinarily provided by a government or government agency</li> </ul>

## Policy Reference

1. P-FCSS006 – Financial Planning Policy
2. P-FCSS007 Programming Policy

END OF POLICY