



## REGULAR BOARD MEETING AGENDA

March 15, 2017

9:30am

Meeting Room  
Green View FCSS Building

#1	CALL TO ORDER		
#2	ADOPTION OF AGENDA		
#3	MINUTES	3.1 Regular Green View Family and Community Support Services Meeting minutes held February 15, 2017 – to be adopted.	1
		3.2 Business Arising from the Minutes	
#4	DELEGATION		
#5	OLD BUSINESS		
#6	NEW BUSINESS	6.1 Green View Family and Community Support Services Grant Policy	6
		6.2 FCSS Manager Report	20
		6.3 FCSS Coordinator, Adult	28
		6.4 FCSS Coordinator, Community Resource Center	32
		6.5 FCSS Coordinator, Support	38
		6.6 FCSS Coordinator, Youth	42
#7	MEMBER REPORTS	7.1 Chair/Member Reports	
#8	CORRESPONDENCE	8.1 John Howard Society	46
#9	IN CAMERA		
#10	ADJOURNMENT		

Minutes of a  
**REGULAR BOARD MEETING**  
**GREEN VIEW FAMILY AND COMMUNITY SUPPORT SERVICES**  
 Green View Family and Community Support Services Building  
 Valleyview, Alberta, on Wednesday, February 15, 2017

**# 1:** Chair Perron called the meeting to order at 9:33 am.  
**CALL TO ORDER**

**PRESENT**

Chair, Member at Large, Greenview	Roxanne Perron
Vice Chair, Member at Large, Town of Valleyview	Teresa Plontke
Board Member, Greenview Councillor	Dave Hay
Board Member, Member at Large, Greenview	Robin McCullough
Board Member, Member at Large, Greenview	Trina Parker-Carroll

**ATTENDING**

FCSS Manager	Lisa Hannaford
Recording Secretary	Corinne D’Onofrio

**ABSENT**

Board Member, Town of Valleyview Councillor	Tanya Boman
Board Member, Greenview Councillor	Roxie Rutt

**#2:** **2.0 GREEN VIEW FCSS AGENDA**  
**AGENDA** **MOTION: 17.02.13** Moved by: BOARD MEMBER, DAVE HAY  
 That the February 15, 2017 agenda be adopted as presented.

CARRIED

**#3.1 REGULAR MEETING MINUTES** **3.0 GREEN VIEW FCSS REGULAR BOARD MEETING MINUTES**  
**MOTION: 17.02.14** Moved by: BOARD MEMBER, TERESA PLONTKE  
 That the Minutes of the Regular Green View FCSS Meeting held on Wednesday, January 18, 2017 be adopted as presented.

CARRIED

**#3.3 BUSINESS ARISING FROM MINUTES** **3.3 BUSINESS ARISING FROM THE MINUTES:**  
 School division agreements have been sent out.

**#6.0 NEW BUSINESS** **6.0 NEW BUSINESS**

#6 NEW BUSINESS

**6.1 LEADERS OF TOMORROW**

**MOTION: 17.02.15** Moved by: VICE CHAIR, TRINA PARKER-CARROLL

That Green View Family and Community Support Services Board authorize administration to provide the Grande Prairie Volunteer Services Bureau \$400.00 for the sponsorship of a Leaders of Tomorrow Award.

CARRIED

**6.3 FCSS MANAGER REPORT**

**MOTION: 17.02.16** Moved by: BOARD MEMBER, TERESA PLONTKE

That the Green View FCSS Board accept the February 2017 Manager's report as presented for information.

CARRIED

**6.4 FCSS COORDINATOR, ADULT**

**MOTION: 17.02.17** Moved by: BOARD MEMBER, DAVE HAY

That the Green View FCSS Board accept the February 2017 Adult Coordinator's report as presented for information.

CARRIED

**6.5 FCSS COORDINATOR, COMMUNITY RESOURCE CENTER**

**MOTION: 17.02.18** Moved by: BOARD MEMBER, TERESA PLONTKE

That the Green View FCSS Board accept the February 2017 Community Resource Center Coordinator's report as presented for information.

CARRIED

**6.6 FCSS COORDINATOR, SUPPORT**

**MOTION: 17.02.19** Moved by: BOARD MEMBER, DAVE HAY

That the Green View FCSS Board accept the February 2017 Support Coordinator's report as presented for information.

CARRIED

**6.7 FCSS COORDINATOR, YOUTH**

**MOTION: 17.02.20** Moved by: VICE CHAIR, TRINA PARKER-CARROLL

That the Green View FCSS Board accept the February 2017 Youth Coordinator's report as presented for information.

CARRIED

#4 DELEGATES

**4.0 DELEGATION**

Delegate Joan Suddaby entered the meeting room at 10:35 am.

Delegate Joan Suddaby vacated the meeting at 10:49 am.

#4 DELEGATES

**4.1 GRANDE PRAIRIE AND DISTRICT VICTIMS SERVICES ASSOCIATION**

**MOTION 17.02.21** Moved by: VICE CHAIR, TRINA PARKER-CARROLL  
That Green View Family and Community Support Services Board accept the Grande Prairie and District Victim Services Association presentation as information.

CARRIED

**MOTION 17.02.22** Moved by: VICE CHAIR, TRINA PARKER-CARROLL  
That Green View Family and Community Support Services Board authorize administration to provide \$3000.00 to the Grande Prairie and District Victim Services Association to provide support, information and referrals to victims of crime and tragedy.

CARRIED

**4.2 JOHN HOWARD SOCIETY**

Delegates Penny Mickanuck and staff member entered the meeting room at 11:10 am.

Delegates vacated the meeting at 11:35 am.

**MOTION 17.02.23** Moved by: BOARD MEMBER, TERESA PLONTKE  
That Green View Family and Community Support Services Board accept the John Howard Society presentation as information.

CARRIED

**MOTION 17.02.24** Moved by: VICE CHAIR, TRINA PARKER-CARROLL  
That Green View Family and Community Support Services Board table the grant request from John Howard Society pending further information.

CARRIED

#6 NEW BUSINESS

**6.2 MOUNTAIN METIS NATION ASSOCIATION**

**MOTION: 17.02.25** Moved by: BOARD MEMBER, DAVE HAY  
That Green View Family and Community Support Services Board authorize administration to provide \$16,000.00 to the Mountain Metis Nation Association Youth Connections for the 2017 Hide-A-Way Camp.

CARRIED

#5 OLD BUSINESS

**5.0 OLD BUSINESS**

There was no old business brought forward.

Member Trina Parker-Carroll vacated the meeting room at 11:50am.

Member Trina Parker-Carroll re-entered the meeting room at 11:51 am.

#7  
MEMBER REPORTS

**7.1 CHAIR/MEMBER REPORTS**

**VICE CHAIR PLONTKE**

- Heard positive feedback about the "Breakfast with the Guys"

**BOARD MEMBER PARKER-CARROLL**

- No report at this time

**BOARD MEMBER HAY**

- Attended the Mighty Peace Watershed Alliance Conference

**BOARD MEMBER ROBIN MCCULLOUGH**

- Attended the Alberta Agricultural Conference

**CHAIR PERRON**

- No report at this time

#8  
CORRESPONDENCE

**8.0 CORRESPONDENCE**

There was no correspondence at this time.

#9 IN CAMERA

**9.0 IN CAMERA CONFIDENTIAL ITEM**

**MOTION 17.02.26** Moved by: BOARD MEMBER, DAVE HAY

That the meeting go In-Camera at 12:14 pm pursuant to Section 197 of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and Division 2 of Part 1 of the Freedom of Information and Protection of Privacy Act, Revised Statutes of Alberta 2000, chapter F-25 and amendments thereto, to discuss Privileged Information with regards to the In Camera.

CARRIED

**MOTION 17.02.27** Moved by: BOARD MEMBER, TERESA PLONTKE  
That, in compliance with Section 197(2) of the Municipal Government Act, this meeting come Out of Camera at 12:27 pm.

CARRIED

The next Green View FCSS Board Meeting will be tentatively scheduled for Wednesday, March 15, 2017 at 9:30am.

#10  
ADJOURNMENT

**10.0 ADJOURNMENT**

**MOTION: 17.02.28** Moved by: BOARD MEMBER, TERESA PLONTKE  
That this meeting adjourn at 12:31 pm.

CARRIED

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F.C.S.S. MANAGER

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F.C.S.S. CHAIR

## REQUEST FOR DECISION

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**SUBJECT:** Green View Family and Community Support Services Grant Policy  
**SUBMISSION TO:** Green View Family and Community Support Services Board Meeting REVIEWED AND APPROVED FOR SUBMISSION  
**MEETING DATE:** March 15, 2017 **CAO:** **MANAGER:** LDH  
**DEPARTMENT:** Green View Family and Community Support Services **GM:** DM **PRESENTER:** LDH

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**RELEVANT LEGISLATION:**

**Provincial: N/A**

**Council Bylaw: N/A**

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**RECOMMENDED ACTION:**

**MOTION: That Green View Family and Community Support Services Board adopt the revisions to Green View Family and Community Support Services Grant Policy #5002, as presented.**

**MOTION: That Green View Family and Community Support Services Board adopt the Green View Family and Community Support Services Grant Program Guidelines, as presented.**

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**BACKGROUND/PROPOSAL:**

The Green View Family and Community Support Services Board has provided grant funding to non-profit organizations. The grant funding is awarded to eligible organizations that meet the Green View Family and Community Support Services grant funding guidelines. The Green View Family and Community Support Services Board has previously allotted funds in their annual operating budget as to assist organizations. Administration is recommending revisions to Policy #5002 to ensure the grant funding process of awarding grant funds to non-profit organizations is done in a timely, orderly, fair and equitable manner.

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**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of revising the current grant policy will ensure all grant applications are received in a timely fashion, allowing fairness to grant applicants to access funding.
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**DISADVANTAGES OF THE RECOMMENDED ACTION:**

1. The disadvantage of following the recommended action is that the grant applicants will be required to adhere to the policy revisions.
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**ALTERNATIVES CONSIDERED:**

**Alternative #1:** The Green View Family and Community Support Services Board has the alternative to not accept the revisions to Policy #5002. The present policy allows for recipients to be awarded funds on a first come first serve basis, potentially exhausting the annual allotted grant fund budget.

**Alternative #2:** The Green View Family and Community Support Services Board has the alternative to alter the policy revisions. Administration considers that by adopting the revised grant policy it will allow for Green View Family and Community Support Services to administer a successful grant funding program.

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FINANCIAL IMPLICATION: N/A

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STAFFING IMPLICATION: N/A

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PUBLIC ENGAGEMENT LEVEL:

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

Inform - To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

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FOLLOW UP ACTIONS:

If the Green View Family and Community Support Services Board chooses to adopt the revised Grant Policy, 2016 grant funding recipients will be notified. Administration will post the grant revisions via various media communication outlets.

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ATTACHMENT(S):

- Current Grant Policy #5002
- Current Grant Procedure #5002-01
- Revised Grant Policy #5002
- Grant Application Package



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**Title: FCSS GRANTS**

**Policy No: 5002**



**Approval:**

**Effective Date:**

**Supersedes Policy No: (FC 03) *MUNICIPAL DISTRICT OF GREENVIEW NO. 16***  
***“A Great Place to Live, Work and Play”***

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**Policy Statement:** Green View FCSS believes it is appropriate to assist non-profit organizations to run their programs or services, providing these are within the FCSS Board’s mandate. The Board will establish an annual budget to assist these non-profit organizations.

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**Purpose:** To provide funding to various non-profit organizations that promote the FCSS mandate.

**Principles:**

1. Annually, the Board will establish a budget for grants.

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Approved:

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**MUNICIPAL DISTRICT OF GREENVIEW NO. 16**  
*“A Great Place to Live, Work and Play”*

**Procedure Title: FCSS Grants**

**Procedure No: 5002-01**

**Approval:**

**Effective Date:**

**Supersedes Procedure No: FC 03**

1. **Definitions**

NONE

2. **Responsibilities**

2.1 **FCSS STAFF**

2.1.1 The FCSS Manager will ensure applications meet the criteria established by the FCSS Act.

2.1.2 The FCSS Manager shall submit the application for Board consideration.

2.2 **Board**

2.2.1 Annually, the Board will establish a budget for grants to non-profit organizations.

2.2.2 The Board will review each application and determine if an amount is to be granted.

2.2.3 At any time, the Board may request non-profit organizations, who have received funding, to make a presentation to the Board.

2.3 **Members of the Public**

2.3.1 Each non-profit organization must apply for funding by submitting a funding application on the prescribed form.

# P R O C E D U R E

- 2.3.2 The non-profit organization will provide:
- Description of Program
  - the amount requested
  - How the program will be preventative
  - Goals, objectives and strategies
  - Quotes, budget and financial statement
  - How the community will benefit
- 2.3.3 For all applications over \$2500.00, the applicant must make a presentation to the Board.
- 2.3.4 Upon conclusion of the program or service provided with the assistance of the grant, the applicant will submit a final evaluation form which will include, but not be limited to, the following:
- Objectives met
  - Who benefited
  - Volunteer hours
  - How the program was beneficial
  - Funds expended/not expended
  - Statistics
- 2.3.5 Program evaluation forms must be submitted within 30 days from the completion of the program to the FCSS manager. Failure to respond may result in future grant rejection.
- 2.4 End of Procedure

**Title:** FCSS Grants

**Policy No:** 5002

**Effective Date:**

**FCSS Motion:**

**Supersedes Policy No:**



**Purpose:** The purpose of the policy is to provide guiding principles to the Green View Family and Community Support Services Board in providing funding to non-profit organizations that meet the overarching goal of enhancing the social well-being of individuals, families and community through prevention.

## POLICY

1. Green View Family and Community Support Services Board may provide funding to assist non-profit organizations to implement programs and services that meet the overarching goal of enhancing the social well-being of individuals, families and community through prevention.

## PROCEDURE

1. Grant Application Guidelines
  - 1.1 Grant applications may be submitted between July 1 and August 31 of each calendar year. Grant application forms will be available at the Green View Family and Community Support Services Administration Office as well as on the Greenview municipal website.
  - 1.2 Grant applications will only be received on the prescribed form by the dates specified.
  - 1.3 Grant applications must meet the eligibility requirements as outlined on the grant application form.
  - 1.4 Eligible grant applications will be reviewed by the Green View Family and Community Support Services Board annually as to the status of their funding request.
  - 1.5 Grant applications in the amount of \$2,500.00 or more will be required to make a presentation to the Green View Family and Community Support Services Board.
2. Reporting Requirements
  - 2.1 Grant recipients will be required to submit a final expense and outcomes report. The report shall consist but not be limited to the following:
    - a. Project objectives and outcomes achieved.
    - b. Number of volunteer hours.
    - c. Detailed accounting of grant funds.
    - d. Applicable statistics.
  - 2.2 Expense and outcome reports must be submitted to Green View Family and Community Support Service annually or within 30 days of the completion of the program/project. Failure to submit the appropriate documentation may lead to the organization being ineligible to apply for future grant funding.

2.3 Successful grant applicants will be required to only utilize the grant funding for the purposes intended unless authorized in writing by the Green View Family and Community Support Services Board.

## **GREEN VIEW FCSS GRANTS PROGRAM**

### **Guidelines and Eligibility Criteria**

Grants are accepted by the Green View FCSS Board between July 1<sup>st</sup> and August 31<sup>st</sup> of each year.

#### **Eligibility**

To qualify for support under this program, the proposed project shall be preventive in nature in order to:

- ➔ Enhance, strengthen and stabilize family and community life;
- ➔ Improve the ability of persons to identify and act on their own social needs;
- ➔ Help avert family or community social breakdown;
- ➔ If early symptoms of a social breakdown appear; help prevent the development of a crisis that may require major intervention or rehabilitative measures; or
- ➔ Promote, encourage and facilitate voluntarism and the use of volunteers.

#### **Ineligibility**

Projects are not eligible for support if they:

- ➔ Primarily provide for the recreation needs or leisure time pursuits of individuals;
- ➔ Are primarily rehabilitative in nature;
- ➔ Offer direct financial assistance to sustain individuals or families; or
- ➔ Duplicate existing services in the community.

#### **Reporting Requirements**

Grant recipients are required to submit a final expense and outcomes report that shall consist but not be limited to the following:

- a) Project objectives and outcomes achieved.
- b) Number of volunteer hours.
- c) Detailed accounting of grant funds.
- d) Applicable statistics.

Expenses and outcomes reports must be submitted to Green View FCSS annually or within 30 days of the completion of the program/project. Failure to submit the appropriate documentation may lead to the organization being ineligible to apply for future grant funding.

Successful grant applicants will be required to only utilize the grant funding for the purposes intended unless authorized in writing by the Green View FCSS Board.



Green View FCSS
Municipal District of Greenview No.16
Box 1079, Valleyview, AB T0H 3N0
Phone: 780.524.7603 Fax: 780.524.4130

GREEN VIEW FCSS GRANT APPLICATION

ORGANIZATION INFORMATION

Name of Organization

Address of Organization

Contact Name

Phone Number

Purpose of Organization

Is your organization non-profit? yes no Does your organization have a charitable status? yes no

Applicant's Information

Name

Position

Address

Phone Number (H) (W) (C) E-mail address

Signature

Date

Please attach additional documentation that supports your application and include work description or details, other funds source, event or program timeline, estimates, a detailed budget, expected results and benefits to the Municipality in relation to this project.

By signing this application, I/we concur with the following statements:

- \* The grant application is complete and includes all supporting documentation, including most recent financial statements based on legislative requirements of our organization, balance sheet, current bank balances and current year detailed operating budget.
\* The grant shall be used for only those purposes for which the application was made. If the original grant application or purposes for which the grant requested have been modified by the Green View FCSS board; the grant will be used for those varied purposes only.
\* The organization will provide a written outcomes report to the Green View FCSS office, along with an expense report, within 30 days of completion of the grant.
\* The organization agrees to submit to an evaluation of the project related to the grant.
\* The organization will return any unused portion of the grant funds to Green View FCSS or to request approval from the FCSS Board to use the funds for an optional project.

## GRANT INFORMATION

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### Total Amount Requested

*Please note for all grant applications over \$2,500, the applicant must make a presentation to the FCSS Board.*

### Proposed Project





How will this project be preventative in nature?



Who will be served by the project/ program and how many people do you expect will attend this event (if relevant)?

How will this program benefit the community?



How will you recognize the contribution from Green View FCSS to your organization and in the community?

How will this program be measured for success?

## ADDITIONAL INFORMATION

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Have you previously applied for a grant from the Green View FCSS grants program? **yes** **no**

List the year, amount and purpose of the last two grants your organization has received from the Green View FCSS Grants Program:

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1. Grant Amount	Year grant was received		
	Did you provide an expense report?	<b>yes</b>	<b>no</b>
Purpose of Grant			

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2. Grant Amount	Year grant was received		
	Did you provide an expense report?	<b>yes</b>	<b>no</b>
Purpose of Grant			

**yes** **no**

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Have you applied for grant funds from sources **other** than the Green View FCSS grants program? **yes** **no**

Have you received grant funds from sources other than the Green View FCSS grants program? **yes** **no**

If yes, please describe when, who, purpose and amount.

**IMPORTANT:** Save a copy of your application before you print or submit it. This form will reset after printing and/or submitting your application.

**PLEASE ATTACH EXPENSE REPORT WITH YOUR APPLICATION**

# REQUEST FOR DECISION

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SUBJECT: **Manager Report**

SUBMISSION TO: FCSS

MEETING DATE: January 1, 2017

DEPARTMENT: FCSS

REVIEWED AND APPROVED FOR SUBMISSION

CAO: MANAGER:LDH

GM: PRESENTER:LDH

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RELEVANT LEGISLATION:

N/A

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RECOMMENDED ACTION:

**MOTION:** That Green View Family and Community Support Services Board accept the March 2017 Managers report as presented for information.

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BACKGROUND/PROPOSAL:

Monthly Managers reports are provided to the Board for information.

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BENEFITS OF THE RECOMMENDED ACTION:

The benefit of accepting the report is to update the Board on services provided by the Manager.

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DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to accepting the report.

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ALTERNATIVES CONSIDERED:

N/A

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FINANCIAL IMPLICATION:

N/A

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STAFFING IMPLICATION:

N/A

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PUBLIC ENGAGEMENT LEVEL:

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

INFORM - To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.

**PROMISE TO THE PUBLIC**

INFORM - We will keep you informed.

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**FOLLOW UP ACTIONS:**

*N/A*

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**ATTACHMENT(S):**

March Manager report



### **Managers Board Report – Regular FCSS Board Meeting March, 2017**

The HEART team, (Health, Education and Action in Relationships Team) has been notified that we are eligible for another \$27,000.00 from the provincial Family and Community Safety Grant program. Representatives from the Province will be conducting site visits this spring in a few communities that received grant funding, and ours has been chosen as they have heard very positive comments about HEART and the conferences we have hosted. Hosting future Breakfasts With The Guys, facilitating healing circles, and hosting a community Blanket Exercise to increase awareness and understanding of First Nations are goals the Team has identified to utilize the grant funds.

Grande Prairie Volunteer Services Bureau is once again seeking nominations for the Leaders of Tomorrow Awards. These awards recognize youth ages 13-18 who have made outstanding contributions to their community through volunteerism and demonstrating leadership. Individuals, community groups, educational institutes and voluntary organizations are invited to nominate youth who deserve recognition for their devotion to the helping others and bettering their community. Nomination packages are available at the FCSS office and the deadline for submitting a nomination is April 3.

Volunteer Appreciation dinners will be held at the Memorial Hall in Valleyview on April 26, and at Grovedale Hall on April 27 from 5-7 p.m. Nomination forms are available at the FCSS office, and the Grovedale Sub-office.

Registration forms have been sent out to the FCSS Board for the FCSS NW Spring Regional meeting held in Grande Cache May 16-18. Please confirm attendance and session choices.

The FCSSAA 2017 conference will be held in Edmonton at the Fantasyland hotel November 8-10.

The completed revenue and expense actuals report for 2016 are attached.



**MD of Greenview  
Actual to Budget  
Family & Community Support Serv  
For the 12 Months Ending 12/31/2016**

		<u>Actual Y-T-D 2016</u>	<u>Approved Budget 2016</u>	<u>% Used Budget</u>	<u>\$ Unused Budget</u>
<b>Revenues</b>					
Sales of Goods & Services	5-5200	\$39,470.75	\$42,000.00	93.98%	\$2,529.25
Other Services	5-5299	45,000.00	43,000.00	104.65%	(2,000.00)
Grant from Provincial Governmen	5-5706	231,157.00	211,000.00	109.55%	(20,157.00)
Shared Funding	5-5709	89,619.02	89,500.00	100.13%	(119.02)
Other Revenue	5-5809	6,397.00	1,400.00	456.93%	(4,997.00)
		<u>411,643.77</u>	<u>386,900.00</u>	<u>106.40%</u>	<u>(24,743.77)</u>
<b>Expenses</b>					
Salaries	6-6001	542,908.64	583,706.00	93.01%	40,797.36
Honorariums	6-6003	19,760.00	34,000.00	58.12%	14,240.00
Employer Contributions	6-6004	146,155.88	161,328.00	90.60%	15,172.12
Accommodation & Subsistence	6-6011	10,338.07	15,700.00	65.85%	5,361.93
Transportation Expenses	6-6012	69,629.45	72,800.00	95.64%	3,170.55
Training & Education	6-6013	4,132.42	6,300.00	65.59%	2,167.58
Memberships Seminars Conferences	6-6015	4,518.20	10,200.00	44.30%	5,681.80
Advertising Services	6-6021	760.50	1,500.00	50.70%	739.50
Freight & Courier Services	6-6032	0.00	300.00	0.00%	300.00
Telecommunication Services	6-6033	7,199.25	8,500.00	84.70%	1,300.75
Mobile Communication Services	6-6036	3,985.72	8,000.00	49.82%	4,014.28
Professional Services	6-6040	628.14	13,000.00	4.83%	12,371.86
Auditing & Accounting Services	6-6041	1,000.00	2,500.00	40.00%	1,500.00
Repair/Maintenance of Motor Ve	6-6076	0.00	5,000.00	0.00%	5,000.00
Petroleum & Antifreeze Products	6-6105	1,512.79	5,000.00	30.26%	3,487.21
General & Operating Supplies	6-6109	61,723.90	41,000.00	150.55%	(20,723.90)
Rental of Residential Building	6-6143	38,030.00	38,400.00	99.04%	370.00
Grants to Organizations	6-6202	130,643.00	119,100.00	109.69%	(11,543.00)
Grant Agreements	6-6203	64,163.00	70,000.00	91.66%	5,837.00
		<u>1,107,088.96</u>	<u>1,196,334.00</u>	<u>92.54%</u>	<u>89,245.04</u>





**MD of Greenview  
Actual to Budget  
FCSS Programs  
For the 12 Months Ending 12/31/2016**

Vendor / Customer Name	Document No.	Date of Transaction	Detail / Description	Actual Y-T-D 2016	Approved Budget 2016	% Used Budget	\$ Unused Budget
<b>General &amp; Operating Supplies:</b>							
<b>General &amp; Operating Supplies---Administration-</b>							
PURCHASES JAN 16	MASTERCARD PAYMENT CENTRE	16 01 18 STATE	2/3/2016 PURCHASES JAN 16	13.97	0.00	0.00%	0.00
PURCHASES JAN 2016	FRESON BROS-VALLEYVIEW	ADMIN JAN 2016	2/19/2016 PURCHASES JAN 2016	33.18	0.00	0.00%	0.00
PURCHASES JAN 2016	FRESON BROS-VALLEYVIEW	ADMIN JAN 2016	2/19/2016 PURCHASES JAN 2016	37.52	0.00	0.00%	0.00
PURCHASES JAN 2016	FRESON BROS-VALLEYVIEW	ADMIN JAN 2016	2/19/2016 PURCHASES JAN 2016	58.64	0.00	0.00%	0.00
<b>Period 2 Total</b>				<b>143.31</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>
PURCHASES FEB 2016	MASTERCARD PAYMENT CENTRE	16 02 16 STATE	3/1/2016 PURCHASES FEB 2016	93.23	0.00	0.00%	0.00
PURCHASES FEB 2016	MASTERCARD PAYMENT CENTRE	16 02 16 STATE	3/1/2016 PURCHASES FEB 2016	201.66	0.00	0.00%	0.00
PURCHASES FEB 2016	FRESON BROS-VALLEYVIEW	ADMIN FEB 2016	3/4/2016 PURCHASES FEB 2016	2.98	0.00	0.00%	0.00
PURCHASES FEB 2016	FRESON BROS-VALLEYVIEW	ADMIN FEB 2016	3/4/2016 PURCHASES FEB 2016	14.94	0.00	0.00%	0.00
PURCHASES FEB 2016	FRESON BROS-VALLEYVIEW	ADMIN FEB 2016	3/4/2016 PURCHASES FEB 2016	26.37	0.00	0.00%	0.00
YOGA LESSONS FCSS	CARTER JACKIE	68	3/17/2016 YOGA LESSONS FCSS	500.00	0.00	0.00%	0.00
PURCHASES MARCH 2016	FRESON BROS-VALLEYVIEW	16 03 31 ADMIN	3/31/2016 PURCHASES MARCH 2016	4.70	0.00	0.00%	0.00
PURCHASES MARCH 2016	MASTERCARD PAYMENT CENTRE	16 03 17 STATE	3/31/2016 PURCHASES MARCH 2016	8.58	0.00	0.00%	0.00
PURCHASES MARCH 2016	MASTERCARD PAYMENT CENTRE	16 03 17 STATE	3/31/2016 PURCHASES MARCH 2016	9.40	0.00	0.00%	0.00
PURCHASES MARCH 2016	FRESON BROS-VALLEYVIEW	16 03 31 ADMIN	3/31/2016 PURCHASES MARCH 2016	23.55	0.00	0.00%	0.00
PURCHASES MARCH 2016	MEDICINE BOTTLE REXALL #7206	16 03 31 STATE	3/31/2016 PURCHASES MARCH 2016	52.33	0.00	0.00%	0.00
PURCHASES MARCH 2016	MASTERCARD PAYMENT CENTRE	16 03 17 STATE	3/31/2016 PURCHASES MARCH 2016	54.69	0.00	0.00%	0.00
PURCHASES MARCH 2016	FRESON BROS-VALLEYVIEW	16 03 31 ADMIN	3/31/2016 PURCHASES MARCH 2016	105.27	0.00	0.00%	0.00
PURCHASES MARCH 2016	MASTERCARD PAYMENT CENTRE	16 03 17 STATE	3/31/2016 PURCHASES MARCH 2016	157.30	0.00	0.00%	0.00
YOGA CHAIR	DEBOLT & DISTRICT AGRICULTURAL SOCIE..	CHAIR YOGA	3/31/2016 YOGA CHAIR	250.00	0.00	0.00%	0.00
PURCHASES MARCH 2016	MASTERCARD PAYMENT CENTRE	16 03 17 STATE	3/31/2016 PURCHASES MARCH 2016	450.00	0.00	0.00%	0.00
ABORIGINAL COMMUNITY ACTIVITY	TOWN OF GRANDE CACHE	GRANT 2016	3/31/2016 ABORIGINAL COMMUNITY...	2,628.50	0.00	0.00%	0.00
<b>Period 3 Total</b>				<b>4,583.50</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>
TABLECLOTHS VOLUNTEER DINNER	SCHAR VERENA	2016 03	4/14/2016 TABLECLOTHS VOLUNTEE...	235.00	0.00	0.00%	0.00
MUSIC FOR VOLUNTEER DINNER	FJELD SHIRLEY	602222	4/14/2016 MUSIC FOR VOLUNTEER DI...	300.00	0.00	0.00%	0.00
SUPPLIES VOLUNTEER DINNER	WILLIAMSON, JOAN	VOLUNTEER DINNER	4/14/2016 SUPPLIES VOLUNTEER DIN...	1,997.75	0.00	0.00%	0.00
<b>Period 4 Total</b>				<b>2,532.75</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>
PURCHASES APRIL 2016	MASTERCARD PAYMENT CENTRE	16 04 18 STATE	5/4/2016 PURCHASES APRIL 2016	12.49	0.00	0.00%	0.00
PURCHASES APRIL 2016	MASTERCARD PAYMENT CENTRE	16 04 18 STATE	5/4/2016 PURCHASES APRIL 2016	68.26	0.00	0.00%	0.00
PURCHASES APRIL 2016	MASTERCARD PAYMENT CENTRE	16 04 18 STATE	5/4/2016 PURCHASES APRIL 2016	450.20	0.00	0.00%	0.00
Void Open Trx	TOWN OF GRANDE CACHE	20160239	5/13/2016 Void Open Trx	(2,512.60)	0.00	0.00%	0.00
PURCHASES APRIL 2016	FRESON BROS-VALLEYVIEW	16 04 30 ADMIN	5/13/2016 PURCHASES APRIL 2016	4.68	0.00	0.00%	0.00
PURCHASES APRIL 2016	FRESON BROS-VALLEYVIEW	16 04 30 ADMIN	5/13/2016 PURCHASES APRIL 2016	7.98	0.00	0.00%	0.00
PURCHASES APRIL 2016	FRESON BROS-VALLEYVIEW	16 04 30 ADMIN	5/13/2016 PURCHASES APRIL 2016	36.39	0.00	0.00%	0.00
PURCHASES APRIL 2016	FRESON BROS-VALLEYVIEW	16 04 30 ADMIN	5/13/2016 PURCHASES APRIL 2016	47.21	0.00	0.00%	0.00
MEMBERSHIP FCSS	TOWN OF GRANDE CACHE	20160239	5/13/2016 MEMBERSHIP FCSS	2,512.60	0.00	0.00%	0.00
PURCHASES APRIL 2016	MEDICINE BOTTLE REXALL #7206	16 05 01 STATE	5/16/2016 PURCHASES APRIL 2016	4.98	0.00	0.00%	0.00
PURCHASES MAY 2016	MASTERCARD PAYMENT CENTRE	5/24/2016	5/24/2016 PURCHASES MAY 2016	5.98	0.00	0.00%	0.00
PURCHASES MAY 2016	MASTERCARD PAYMENT CENTRE	MEALS BERRY	5/24/2016 PURCHASES MAY 2016	15.72	0.00	0.00%	0.00
PURCHASES MAY 2016	MASTERCARD PAYMENT CENTRE	MEALS BERRY	5/24/2016 PURCHASES MAY 2016	82.94	0.00	0.00%	0.00
PURCHASES APRIL 2016	NEW HORIZON CO-OPERATIVE LTD	16 04 30 STATE	5/31/2016 PURCHASES APRIL 2016	70.99	0.00	0.00%	0.00
PURCHASES APRIL 2016	VALLEYVIEW HOME HARDWARE	16 04 30 STATE	5/31/2016 PURCHASES APRIL 2016	112.46	0.00	0.00%	0.00
PURCHASES MAY 2016	FRESON BROS-VALLEYVIEW	16 05 31 ADMIN	5/31/2016 PURCHASES MAY 2016	181.33	0.00	0.00%	0.00
PURCHASES APRIL 2016	NEW HORIZON CO-OPERATIVE LTD	16 04 30 STATE	5/31/2016 PURCHASES APRIL 2016	353.12	0.00	0.00%	0.00
PASSES FCSS	TOWN OF GRANDE CACHE	20160278	5/31/2016 PASSES FCSS	2,512.60	0.00	0.00%	0.00
<b>Period 5 Total</b>				<b>3,967.33</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>
PURCHASES JUNE 2016	MASTERCARD PAYMENT CENTRE	16 06 16 STATE	6/29/2016 PURCHASES JUNE 2016	30.60	0.00	0.00%	0.00
PURCHASES JUNE 2016	MASTERCARD PAYMENT CENTRE	16 06 16 STATE	6/29/2016 PURCHASES JUNE 2016	37.16	0.00	0.00%	0.00
PURCHASES JUNE 2016	MASTERCARD PAYMENT CENTRE	16 06 16 STATE	6/29/2016 PURCHASES JUNE 2016	215.75	0.00	0.00%	0.00
PURCHASES JUNE 2016	MASTERCARD PAYMENT CENTRE	16 06 16 STATE	6/29/2016 PURCHASES JUNE 2016	461.61	0.00	0.00%	0.00
FC36038 REIMBURSE JUNE	DUNN BRETLEY	FC36038 JUNE	6/30/2016 FC36038 REIMBURSE JUNE	1,095.69	0.00	0.00%	0.00
<b>Period 6 Total</b>				<b>1,840.81</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>
JUNE PURCHASES ADMIN FCSS	FRESON BROS-VALLEYVIEW	06 30 2016 STATE	7/18/2016 JUNE PURCHASES ADMINF...	6.99	0.00	0.00%	0.00
JUNE PURCHASES ADMIN FCSS	FRESON BROS-VALLEYVIEW	06 30 2016 STATE	7/18/2016 JUNE PURCHASES ADMINF...	39.46	0.00	0.00%	0.00
JUNE PURCHASES ADMIN FCSS	FRESON BROS-VALLEYVIEW	06 30 2016 STATE	7/18/2016 JUNE PURCHASES ADMINF...	64.19	0.00	0.00%	0.00
JUNE PURCHASES ADMIN FCSS	FRESON BROS-VALLEYVIEW	06 30 2016 STATE	7/18/2016 JUNE PURCHASES ADMINF...	146.35	0.00	0.00%	0.00
JUNE PURCHASES ADMIN FCSS	FRESON BROS-VALLEYVIEW	06 30 2016 STATE	7/18/2016 JUNE PURCHASES ADMINF...	243.08	0.00	0.00%	0.00
JUNE PURCHASES ADMIN FCSS	FRESON BROS-VALLEYVIEW	06 30 2016 STATE	7/18/2016 JUNE PURCHASES ADMINF...	244.62	0.00	0.00%	0.00
REIMB BEADS AIRTH	REIMB BEADS AIRTH	7/22/2016	7/22/2016 REIMB BEADS AIRTH	32.50	0.00	0.00%	0.00



**MD of Greenview  
Actual to Budget  
FCSS Programs  
For the 12 Months Ending 12/31/2016**

Vendor / Customer Name	Document No.	Date of Transaction	Detail / Description	Actual Y-T-D 2016	Approved Budget 2016	% Used Budget	\$ Unused Budget
YOGA SESSIONS	CARTER JACKIE	70	7/22/2016 YOGA SESSIONS	500.00	0.00	0.00%	0.00
Period 7 Total				1,277.19	0.00	0.00%	0.00
PURCHASES JULY 2016	MASTERCARD PAYMENT CENTRE	16 07 18 STATE	8/4/2016 PURCHASES JULY 2016	78.76	0.00	0.00%	0.00
PURCHASES JULY 2016	MASTERCARD PAYMENT CENTRE	16 07 18 STATE	8/4/2016 PURCHASES JULY 2016	155.93	0.00	0.00%	0.00
PURCHASES JULY 2016	MEDICINE BOTTLE REXALL #7206	16 07 31 STATE	8/31/2016 PURCHASES JULY 2016	10.98	0.00	0.00%	0.00
CELEBRATION OF CULTURES	PERRON ROXANNE	16 08 16 STATE	8/31/2016 CELEBRATION OF CULTUR...	53.25	0.00	0.00%	0.00
PURCHASES AUG 2016	MASTERCARD PAYMENT CENTRE	16 08 16 STATE	8/31/2016 PURCHASES AUG 2016	54.99	0.00	0.00%	0.00
SUPP SUMMER CAMPS	DUNN BRETLEY	EXP AUG 2016	8/31/2016 SUPP SUMMER CAMPS	60.00	0.00	0.00%	0.00
CELEBRATION OF CULTURES	D'ONOFRIO DANITA	CULTURES 2016	8/31/2016 CELEBRATION OF CULTUR...	62.47	0.00	0.00%	0.00
PURCHASES AUG 2016	MASTERCARD PAYMENT CENTRE	16 08 16 STATE	8/31/2016 PURCHASES AUG 2016	87.05	0.00	0.00%	0.00
CELEBRATION OF CULTURES	VALENERA SHERRY	CULTURES 2016	8/31/2016 CELEBRATION OF CULTUR...	88.70	0.00	0.00%	0.00
CELEBRATION OF CULTURES	GARCIA ARLENE	CULTURES 2016	8/31/2016 CELEBRATION OF CULTUR...	115.34	0.00	0.00%	0.00
CELEBRATION OF CULTURES	DELUNA GRACE	CULTURES 2016	8/31/2016 CELEBRATION OF CULTUR...	115.35	0.00	0.00%	0.00
CELEBRATION OF CULTURES	DEGUZMAN EUGENE	CULTURES 2016	8/31/2016 CELEBRATION OF CULTUR...	131.26	0.00	0.00%	0.00
SUPP SUMMER CAMPS	DUNN BRETLEY	EXP AUG 2016	8/31/2016 SUPP SUMMER CAMPS	345.23	0.00	0.00%	0.00
SUPP SUMMER CAMPS	RAMONO KALEB	SUMMER CAMPS 2016	8/31/2016 SUPP SUMMER CAMPS	587.89	0.00	0.00%	0.00
Period 8 Total				1,947.20	0.00	0.00%	0.00
PURCHASES AUG 2016	FRESON BROS-VALLEYVIEW	16 08 31 ADMIN	9/14/2016 PURCHASES AUG 2016	153.09	0.00	0.00%	0.00
PURCHASES JULY 2016	FRESON BROS-VALLEYVIEW	16 07 31 ADMIN	9/14/2016 PURCHASES JULY 2016	580.82	0.00	0.00%	0.00
RUN FOR LIFE BIKES	RUN FOR LIFE INC	9267	9/14/2016 RUN FOR LIFE BIKES	7,600.00	0.00	0.00%	0.00
PURCHASES SEPT 2016	MASTERCARD PAYMENT CENTRE	16 09 16 STATE	9/29/2016 PURCHASES SEPT 2016	11.99	0.00	0.00%	0.00
PURCHASES SEPT 2016	MASTERCARD PAYMENT CENTRE	16 09 16 STATE	9/29/2016 PURCHASES SEPT 2016	514.87	0.00	0.00%	0.00
Period 9 Total				8,860.77	0.00	0.00%	0.00
YOGA SESSIONS WELLNESS	CARTER JACKIE	71	10/4/2016 YOGA SESSIONS WELLNES..	450.00	0.00	0.00%	0.00
MISC SUPP FCSS	GOODVIN, CORRINE	EXP OCT 2016	10/14/2016 MISC SUPP FCSS	39.96	0.00	0.00%	0.00
MISC SUPP FCSS	GOODVIN, CORRINE	EXP OCT 2016	10/14/2016 MISC SUPP FCSS	109.39	0.00	0.00%	0.00
FACILITY PASSES	TOWN OF GRANDE CACHE	20160913	10/17/2016 FACILITY PASSES	5,357.75	0.00	0.00%	0.00
EVENT SUPP FCSS	TOWN OF VALLEYVIEW	19171	10/25/2016 EVENT SUPP FCSS	215.90	0.00	0.00%	0.00
FACILITY PASSES	TOWN OF GRANDE CACHE	20160926	10/25/2016 FACILITY PASSES	4,872.25	0.00	0.00%	0.00
PURCHASES OCT 2016	MASTERCARD PAYMENT CENTRE	16 10 18 STATE	10/31/2016 PURCHASES OCT 2016	29.67	0.00	0.00%	0.00
Period 10 Total				11,074.92	0.00	0.00%	0.00
PURCHASES OCT 2016	FRESON BROS-VALLEYVIEW	16 10 31 ADMIN	11/8/2016 PURCHASES OCT 2016	56.06	0.00	0.00%	0.00
PURCHASES OCT 2016	FRESON BROS-VALLEYVIEW	16 10 31 ADMIN	11/8/2016 PURCHASES OCT 2016	143.16	0.00	0.00%	0.00
Void Open Trx	TOWN OF GRANDE CACHE	16 11 14 STATE	11/22/2016 Void Open Trx	(3,256.25)	0.00	0.00%	0.00
PURCHASES OCT 2016	NEW HORIZON CO-OPERATIVE LTD	16 10 31 ADMIN	11/22/2016 PURCHASES OCT 2016	184.86	0.00	0.00%	0.00
ACTIVITY FEES	TOWN OF GRANDE CACHE	16 11 14 STATE	11/22/2016 ACTIVITY FEES	3,256.25	0.00	0.00%	0.00
PAYMENTS TO 16 11 16	MASTERCARD PAYMENT CENTRE	16 11 16 STATE	11/28/2016 PAYMENTS TO 16 11 16	4.25	0.00	0.00%	0.00
PAYMENTS TO 16 11 16	MASTERCARD PAYMENT CENTRE	16 11 16 STATE	11/28/2016 PAYMENTS TO 16 11 16	11.90	0.00	0.00%	0.00
PAYMENTS TO 16 11 16	MASTERCARD PAYMENT CENTRE	16 11 16 STATE	11/28/2016 PAYMENTS TO 16 11 16	22.00	0.00	0.00%	0.00
PAYMENTS TO 16 11 16	MASTERCARD PAYMENT CENTRE	16 11 16 STATE	11/28/2016 PAYMENTS TO 16 11 16	64.46	0.00	0.00%	0.00
PAYMENTS TO 16 11 16	MASTERCARD PAYMENT CENTRE	16 11 16 STATE	11/28/2016 PAYMENTS TO 16 11 16	101.14	0.00	0.00%	0.00
PAYMENTS TO 16 11 16	MASTERCARD PAYMENT CENTRE	16 11 16 STATE	11/28/2016 PAYMENTS TO 16 11 16	106.08	0.00	0.00%	0.00
BABY SITTING COURSE	GRANDE PRAIRIE TRAINING CENTRE	I GP 011036	11/30/2016 BABY SITTING COURSE	590.12	0.00	0.00%	0.00
SPIN BIKES FCSS	RUN FOR LIFE INC	9344	11/30/2016 SPIN BIKES FCSS	1,300.00	0.00	0.00%	0.00
Period 11 Total				2,584.03	0.00	0.00%	0.00
FACILITY PASSES CREDIT	TOWN OF GRANDE CACHE	20160420	12/22/2016 FACILITY PASSES CREDIT	(2,512.60)	0.00	0.00%	0.00
FACILITY PASSES	TOWN OF GRANDE CACHE	20161119	12/22/2016 FACILITY PASSES	3,256.25	0.00	0.00%	0.00
PURCHASES DEC 2016	MASTERCARD PAYMENT CENTRE	16 12 16 STATE	12/30/2016 PURCHASES DEC 2016	(109.51)	0.00	0.00%	0.00
PURCHASES NOV 2016	FRESON BROS-VALLEYVIEW	16 11 30 ADMIN	12/30/2016 PURCHASES NOV 2016	10.49	0.00	0.00%	0.00
PURCHASES DEC 2016	MASTERCARD PAYMENT CENTRE	16 12 16 STATE	12/30/2016 PURCHASES DEC 2016	11.98	0.00	0.00%	0.00
PURCHASES DEC 2016	MASTERCARD PAYMENT CENTRE	16 12 16 STATE	12/30/2016 PURCHASES DEC 2016	23.97	0.00	0.00%	0.00
PURCHASES DEC 2016	MASTERCARD PAYMENT CENTRE	16 12 16 STATE	12/30/2016 PURCHASES DEC 2016	39.78	0.00	0.00%	0.00
Period 12 Total				720.36	0.00	0.00%	0.00
<b>Total General &amp; Operating Supplies—Administration-</b>	<b>6-36-362-000-6109</b>			<b>39,532.17</b>	<b>23,000.00</b>	<b>171.88%</b>	<b>(16,532.17)</b>



**MD of Greenview  
Actual to Budget  
Family & Community Support Serv  
For the 12 Months Ending 12/31/2016**

Grants to Organizations:

	<u>Actual Y-T-D 2016</u>	<u>Approved Budget 2016</u>	<u>% Used Budget</u>	<u>\$ Unused Budget</u>
Liaison Workers - Grants to Organizations	54,043.00	54,100.00	99.89%	57.00
Grants to External Agencies - Grants to Organizations	76,600.00	65,000.00	117.85%	(11,600.00)
<b>Total Grants to Organizations</b>	<b>130,643.00</b>	<b>119,100.00</b>	<b>109.69%</b>	<b>(11,543.00)</b>



**MD of Greenview  
Actual to Budget  
Grants to External Agencies  
For the 12 Months Ending 12/31/2016**

Vendor / Customer Name	Document No.	Date of Transaction	Detail / Description	Actual Y-T-D 2016	Approved Budget 2016	% Used Budget	\$ Unused Budget	
<b>Grants to Organizations:</b>								
<b>Grants to Organizations—Administration-</b>								
2016 GRANT LEADERS OF TOMORROW	GRANDE PRAIRIE VOLUNTEER SERVICES B...	2016 GRANT	2/26/2016	2016 GRANT LEADERS OF...	400.00	0.00	0.00%	0.00
COFFEE SPONSORSHIP	CITY OF GRANDE PRAIRIE	GM2016GV005	2/26/2016	COFFEE SPONSORSHIP	500.00	0.00	0.00%	0.00
2016 GRANT SENIOR PROGRAMS	ROYAL CANADIAN LEGION BRANCH #278	2016 GRANT	2/26/2016	2016 GRANT SENIOR PROG.	1,500.00	0.00	0.00%	0.00
2016 GRANT VOLUNTEER RECRUIT	GRANDE PRAIRIE & DIST VICTIM'S SERVICES	2016 GRANT	2/26/2016	2016 GRANT VOLUNTEER...	2,500.00	0.00	0.00%	0.00
2016 GRANT YOUTH GRIEF LOSS	GRANDE PRAIRIE & DISTRICT GRIEF LOSSA...	GRANT 2016	2/26/2016	2016 GRANT YOUTH GRIEF...	5,000.00	0.00	0.00%	0.00
2016 GRANT EUREKA PROGRAM	JOHN HOWARD SOLCIETYOF GRANDE PRAL.	2016 GRANT	2/26/2016	2016 GRANT EUREKA PR...	10,000.00	0.00	0.00%	0.00
<b>Period 2 Total</b>				<b>19,900.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>	
<b>Void Open Trx</b>								
GOLD SPONSORSHIP	CARIBOU CHILD & YOUTH CENTRE	GOLD SPONSOR 2016	4/28/2016	Void Open Trx	(3,000.00)	0.00	0.00%	0.00
GRANT SENIOR WEEK BBQ	CARIBOU CHILD & YOUTH CENTRE	GOLD SPONSOR 2016	4/28/2016	GOLD SPONSORSHIP	3,000.00	0.00	0.00%	0.00
	RED WILLOW LODGE	SENIOR WEEK 2016	4/29/2016	GRANT SENIOR WEEK BBQ	700.00	0.00	0.00%	0.00
<b>Period 4 Total</b>				<b>700.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>	
GOLD SPONSOR	PACE	GOLD SPONSOR 2016	5/16/2016	GOLD SPONSOR	3,000.00	0.00	0.00%	0.00
<b>Period 5 Total</b>				<b>3,000.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>	
BREAKFAST CLUB	SUICIDE PREVENTION RESOURCE CENTRE	BREAKFAST CLUB 20...	10/27/2016	BREAKFAST CLUB	6,000.00	0.00	0.00%	0.00
TOUGH ENOUGH TO TALK	SUICIDE PREVENTION RESOURCE CENTRE	TOUGH ENOUGH 2016	10/27/2016	TOUGH ENOUGH TO TALK	7,000.00	0.00	0.00%	0.00
GRANT 2016	GRANDE PRAIRIE & AREA COUNCIL ONAGL.	GRANT 2016	10/27/2016	GRANT 2016	25,000.00	0.00	0.00%	0.00
<b>Period 10 Total</b>				<b>38,000.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>	
COMMUNITY SUPPORT TRAINING	PACE	COMM TRAIN 2016	12/15/2016	COMMUNITY SUPPORT TR...	4,000.00	0.00	0.00%	0.00
SEXUAL VIOLENCE AWARENESS	PACE	VIOLENCE AWARE 20...	12/15/2016	SEXUAL VIOLENCE AWARE...	11,000.00	0.00	0.00%	0.00
<b>Period 12 Total</b>				<b>15,000.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>	
<b>Total Grants to Organizations—Administration-</b>	<b>6-36-366-000-6202</b>			<b>76,600.00</b>	<b>65,000.00</b>	<b>117.85%</b>	<b>(11,600.00)</b>	

# REQUEST FOR DECISION

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**SUBJECT: Adult Coordinators Report**

**SUBMISSION TO:** FCSS

**MEETING DATE:** January 1, 2017

**DEPARTMENT:** FCSS

**REVIEWED AND APPROVED FOR SUBMISSION**

**CAO:** **MANAGER:**LDH

**GM:** **PRESENTER:**LDH

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**RELEVANT LEGISLATION:**

N/A

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**RECOMMENDED ACTION:**

**MOTION:** That Green View Family and Community Support Services Board accept the March 2017 Adult Coordinators report as presented for information.

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**BACKGROUND/PROPOSAL:**

Monthly Coordinators reports are provided to the Board for information.

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**BENEFITS OF THE RECOMMENDED ACTION:**

The benefit of accepting the report is to update the Board on services provided by the Adult Coordinator.

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**DISADVANTAGES OF THE RECOMMENDED ACTION:**

There are no perceived disadvantages to accepting the report.

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**ALTERNATIVES CONSIDERED:**

N/A

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**FINANCIAL IMPLICATION:**

N/A

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**STAFFING IMPLICATION:**

N/A

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**PUBLIC ENGAGEMENT LEVEL:**

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

INFORM - To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.

**PROMISE TO THE PUBLIC**

INFORM - We will keep you informed.

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**FOLLOW UP ACTIONS:**

*N/A*

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**ATTACHMENT(S):**

March Adult Coordinators report

To: Lisa Hannaford, Manager  
From: Coordinator, Adult  
Subject: March Coordinators Report

- **Home Support**

The Home Support program provides basic housekeeping, meal preparation, limited respite and transportation to medical appointments or grocery shopping. There are currently 63 clients, 27 reside in Valleyview and 36 within the MD.

- **Wheels 4 Meals**

The Wheels 4 Meals program is a partnership between Red Willow Lodge and Green View FCSS. FCSS provides delivery of the meals prepared by the Lodge to residents within the Town of Valleyview. Currently there are 11 clients participating and 103 meals were delivered in February.

- **Balance**

The Balance program provides therapeutic yoga for the purpose of fall prevention to seniors, people with disabilities/disease and post- surgery recovery. A set of sessions will start on March 6 and will run twice a week for 5 weeks at the Community Resource Centre in Valleyview. Scheduling could not be accommodated to run a spring session in DeBolt but the clients have been invited to join Valleyview if they are able. The program will resume in DeBolt in the fall.

- **Caregiver Workshops**

Monthly Caregiver workshops have been scheduled up until May. Advertising has been distributed to 16 bulletin boards within Valleyview, to interagency contacts, home support clients and posted on the FCSS Facebook page. February's work shop "The Paper Dragon which is about Guardianship, Trusteeship, Personal Directives and more, did not run due to a lack of participants but will be rescheduled at a later date. The March workshop, "Good Grief" is to give insight into the grieving process, the effect of grief on energy, recovery and re-engaging. April will be "Communication" a workshop that gives information on barriers to communication, effective listening and effective speaking with your care recipient, family members and medical professionals. The May workshop will be "Your Just in Case file" this workshop will be advertised to all community members not just caregivers as it contains valuable information for all stages of life on being prepared for a long term illness or death within the family. It will be a hands on workshop that people will actually get to build their file. June's workshop will be a part 2 of the Just in Case file if needed or used to reschedule "The Paper Dragon". After completion of the June workshop caregiver programming will take a break over summer and resume in the fall.

- **Adult Support and Referral**

The Support and Program assists in many different ways. Commonly we assist them to finding appropriate assistance and then help with applications and or advocacy. The statistics chart gives a basic breakdown of the types of items most commonly assisted with. In the month of February, 51 people came in for assistance with 66 different needs.

February 2017 Support Needs	Residence		
	MD	VV	SL IR
Other	6	7	1
Referral to Other	2	1	0
Ab Seniors Supports	5	7	1
Canada Pension Plan	1	1	2
Old Age Security/ GIS	0	2	1
Death/ Wills (all)	1	0	0
CRA Inquiry	1	6	2
Elder Abuse Situation	0	0	0
Home Support	1	4	0
Commissioner/ Notary	6	6	2
<b>Monthly Total</b>	<b>23</b>	<b>34</b>	<b>9</b>

- **Community Volunteer Income Tax Program (CVITP)**

The CVITP program utilizes volunteers to prepare income tax and benefit returns for people with low income and simple tax situations. The basic guidelines are \$30,000 per single person, \$45,000 per couple and an additional \$5000.00 per child in the household. Volunteers cannot complete income tax for business, self-employment, rental income, bankruptcy, deceased or interest income over \$1000.00. Tax Clinics are starting on March 8<sup>th</sup> and running through the end of April. We have one volunteer doing tax clinics at the Library in DeBolt, 5 volunteers assisting with tax clinics in the Community Resource Centre. The Elders Coordinator at the Sturgeon Lake Health Center has completed her CVITP qualifications and will be starting her own CVITP program for seniors on the reserve.

*Michelle Hagen*  
*Adult Coordinator*



# REQUEST FOR DECISION

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SUBJECT: **Community Resource Centre Coordinator Report**  
SUBMISSION TO: FCSS REVIEWED AND APPROVED FOR SUBMISSION  
MEETING DATE: January 1, 2017 CAO: MANAGER:LDH  
DEPARTMENT: FCSS GM: PRESENTER:LDH

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RELEVANT LEGISLATION:

N/A

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RECOMMENDED ACTION:

**MOTION: That Green View Family and Community Support Services Board accept the March 2017 Community Resource Centre Coordinators report as presented for information.**

---

BACKGROUND/PROPOSAL:

Monthly Coordinators reports are provided to the Board for information.

---

BENEFITS OF THE RECOMMENDED ACTION:

The benefit of accepting the report is to update the Board on services provided by the Community Resource Centre Coordinator.

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DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to accepting the report.

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ALTERNATIVES CONSIDERED: N/A

FINANCIAL IMPLICATION:

N/A

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STAFFING IMPLICATION:

N/A

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PUBLIC ENGAGEMENT LEVEL:

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

INFORM - To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.

**PROMISE TO THE PUBLIC**

INFORM - We will keep you informed.

---

**FOLLOW UP ACTIONS:**

*N/A*

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**ATTACHMENT(S):**

- March Community Resource Center Coordinators Report



March 06, 2017

TO: Lisa Hannaford, Manager  
 FROM: Corinne D'Onofrio, Community Resource Center Coordinator  
 SUBJECT: March Coordinator Report

### Stats Report for February 2017:

Green View FCSS Community Resource Center assisted a total of 494 client visits in the month of February.

The breakdown of February client visits can be seen below.

Year End Report 2017	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
Income Support	52	81											
Employment Supports	144	188											
Other Clients	237	225											
<b>Total Clients Visits</b>	<b>433</b>	<b>494</b>											
<b>Residence Break Down:</b>													
MD	106	129											
Sturgeon Lake	104	119											
Town	223	246											
New	19	26											
Returning	414	468											
Total Clients Visits	433	494											

The next 3 charts show the breakdown of services provided between the Town of Valleyview, Greenview, and Sturgeon Lake Cree Nation.

The table below shows the breakdown of services provided for the Greenview residents.

Year End Report 2016	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
Income Support clients	13	23											
Employment Supports	31	33											
Other Clients	62	73											
<b>Total Clients Visits</b>	<b>106</b>	<b>129</b>											
<b>Residence Break Down:</b>													
MD	106	129											
New	10	11											
Returning	96	118											
Total Clients	106	129											
YES	106	129											
NO	0	0											
<b>Community Social Issues Identified</b>													
CFS	0	1											
Food Bank	2	5											
Mental health	4	8											
Canadian Child Tax Benefits	0	1											
AISH	2	2											
Income Support	13	23											
Alberta Adult/Child Health Benefit	1	1											
Housing/ Heart River Housing	1	0											
Service Canada	5	4											
Seniors Information	11	7											
Canada Revenue Agency	1	8											
Employment Supports	31	33											
Computer Class Participants & Inquires	7	16											
Childcare subsidy program inquires	0	0											
Other questions/inquires	12	3											
	27	24											
<b>Gender</b>													
Male	42	58											
Female	64	71											

The category “other” can represent clients coming in or phoning for directions, phone numbers, assistance with use of the computer, applications, or phone use for example. This month, some examples of the other category included information on CFS, assistance with learning online banking and e-transfers, referrals to WJS, assistance with various online courses and applications, Maintenance Enforcement, applications for Alberta Birth Certificates, and assistance with FSCD- Family support for Children with Disabilities.

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4707 – 50 Street, Box 1079  
Valleyview, Alberta T0H 3N0

The table below shows the breakdown of services provided for the Town of Valleyview residents.

Year End Report 2016	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
Income Support clients	35	55											
Employment Supports	64	82											
Other Clients	124	109											
<b>Total Clients Visits</b>	<b>223</b>	<b>246</b>											
<b>Residence Break Down:</b>													
Town	223	246											
New	7	14											
Returning	216	232											
Total Clients Visits	223	246											
YES	223	246											
NO	0	0											
<b>Community Social Issues Identified</b>													
CFS	0	1											
Food Bank	8	11											
Mental Health	4	7											
Canadian Child Tax Benefits	5	1											
AISH	5	3											
Income Support	35	55											
Alberta Adult/Child Health Benefit	2	5											
Housing/ Heart River Housing	4	1											
Service Canada	19	9											
Seniors Information	17	7											
Canada Revenue Agency	7	10											
Employment Supports	64	82											
Computer Class Participants & Inquires	7	16											
Childcare subsidy program inquires	2	2											
Other questions/inquires	7	3											
Other questions/inquires	50	37											
<b>Gender</b>													
Male	97	112											
Female	126	134											

The table below shows the breakdown of services provided for Sturgeon Lake Cree Nation residents.

Year End Report 2016	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
Income Support clients	4	3											
Employment Supports	49	73											
Other Clients	51	43											
<b>Total Clients Visits</b>	<b>104</b>	<b>119</b>											
<b>Residence Break Down:</b>													
Sturgeon Lake Cree Nation	104	119											
New	2	1											
Returning	102	118											
Total Clients	104	119											
YES	104	119											
NO	0	0											
<b>Community Social Issues Identified</b>													
CFS	0	0											
Food Bank	0	2											
Mental Health	4	0											
Canadian Child Tax Benefits	0	1											
AISH	3	2											
Income Support	4	3											
Alberta Adult/Child Health Benefit	1	2											
Housing/ Heart River Housing	1	1											
Service Canada	5	5											
Seniors Information	4	1											
Canada Revenue Agency	9	9											
Employment Supports	49	73											
Computer Class Participants & Inquires	1	0											
Childcare subsidy program inquiries	0	0											
Other questions/inquires	26	32											
<b>Gender</b>													
Male	49	74											
Female	55	45											

The Community Resource Center assisted 494 clients in February. Clients continue to access services to fax and photocopy documentation for Alberta Works, and speak to their workers by phone. Employment supports occur daily and assistance with other applications such as Alberta Health Care, Food Bank and Heart River Housing.

Clients visits increased in February by 61 since January. The increases were mainly reflected in clients accessing Alberta Works for both Income Support and Employment supports. Clients view the job board, work on the computers and fax and receive faxes regarding employment. Assistance with Employment Insurance and monthly reporting is a common occurrence, as well as referrals to other agencies such as Employment Standards, Legal Aid, Parent Link, and the Valleyview Recreation Department. This month calls were on the rise for information regarding the Community Volunteer Income Tax Program. Computer Basics finished in February after 4 classes were completed with an average of 8 participants attending each session. Classes will continue again in the spring.

Respectfully submitted,  
Corinne D'Onofrio

Green View Family & Community Support Services  
4707 – 50 Street, Box 1079  
Valleyview, Alberta T0H 3N0

# REQUEST FOR DECISION

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SUBJECT: **Support Coordinators Report**

SUBMISSION TO: FCSS

MEETING DATE: January 1, 2017

DEPARTMENT: FCSS

REVIEWED AND APPROVED FOR SUBMISSION

CAO: MANAGER:LDH

GM: PRESENTER:LDH

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RELEVANT LEGISLATION:

N/A

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RECOMMENDED ACTION:

**MOTION:** That Green View Family and Community Support Services Board accept the March 2017 Support Coordinators report as presented for information.

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BACKGROUND/PROPOSAL:

Monthly Coordinators reports are provided to the Board for information.

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BENEFITS OF THE RECOMMENDED ACTION:

The benefit of accepting the report is to update the Board on services provided by the Adult Coordinator.

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DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to accepting the report.

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ALTERNATIVES CONSIDERED:

N/A

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FINANCIAL IMPLICATION:

N/A

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STAFFING IMPLICATION:

N/A

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PUBLIC ENGAGEMENT LEVEL:

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

INFORM - To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.

**PROMISE TO THE PUBLIC**

INFORM - We will keep you informed.

---

**FOLLOW UP ACTIONS:**

*N/A*

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**ATTACHMENT(S):**

March Support Coordinators report





March 2nd, 2017

TO: Lisa Hannaford  
FROM: Beverly Osborne, Support Coordinator  
SUBJECT: January Coordinator's Report

During the month of February, the following tasks/outcomes were met:

1. The support coordinator assisted 256 of 494 clients during the month of January. There were several clients requesting assistance for resume supports, either writing or applying for positions online.
2. The WEB (Women Embracing Balance) program saw only one woman accessing the scheduled time on Thursday morning to receive supports regarding domestic abuse. However, she did seek assistance on 3 other days of the month as well.
3. 6/6 sessions of Finding Our Voices have completed with 6 women finishing the program. The surveys reveal that 4/6 participants have implemented positive changes into their daily routines as a result of the program. One participant commented: "This course is amazing. Ridding myself of guilt for just being myself, has made all the difference to me!"
4. Growth Circle has completed 6/8 sessions, with 8 women attending the program. All participants have indicated that they have been incorporating tools learned during the program to improve their lives. The varied experiences of the women in this group has added to the depth of the information shared.
5. The second of a series of four articles designed to bring awareness to programs offered at Green View FCSS, was submitted to Town and Country Newspaper. The topic of the second article was "The Caregiver and Mental Health" which was published in the February edition of the paper. The next article will discuss mental health and programming incorporated in the schools to improve the well-being of students.
6. Planning for the Volunteer Appreciation Event in Valleyview and Grovedale (April 26<sup>th</sup> and April 27<sup>th</sup> respectively) is well under way. Preparations for the event will continue throughout the next 2 months.

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Box 1079  
Valleyview, Alberta  
T0H 3N0

7. The support coordinator is learning the Community Volunteer Income Tax Program as part of the succession plan at Green View FCSS. Training included watching several videos to familiarize oneself with the program followed by practice completing forms and submitting the information to the Canada Revenue Agency.
8. The Building Strength program for men will assist participants in understanding their feelings and improving their relationships with others. This program is scheduled to take place in April 2017. I will be assisting the male facilitator in delivering this program. Several male clients have expressed interest in attending the program.
9. I will be attending 2 workshops in Grande Prairie during the month of March: Trauma Informed Practice and Decolonization and Intergenerational Trauma. These workshops will take place on March 7<sup>th</sup> and 17<sup>th</sup> respectively.

Respectfully Submitted:

B. Osborne

Green View Family & Community Support Services  
Box 1079  
Valleyview, Alberta  
T0H 3N0

# REQUEST FOR DECISION

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SUBJECT: **Youth Coordinators Report**

SUBMISSION TO: FCSS

MEETING DATE: January 1, 2017

DEPARTMENT: FCSS

REVIEWED AND APPROVED FOR SUBMISSION

CAO: MANAGER:LDH

GM: PRESENTER:LDH

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RELEVANT LEGISLATION:

N/A

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RECOMMENDED ACTION:

**MOTION:** That Green View Family and Community Support Services Board accept the March 2017 Youth Coordinators report as presented for information.

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BACKGROUND/PROPOSAL:

Monthly Coordinators reports are provided to the Board for information.

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BENEFITS OF THE RECOMMENDED ACTION:

The benefit of accepting the report is to update the Board on services provided by the Youth Coordinator.

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DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to accepting the report.

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ALTERNATIVES CONSIDERED:

N/A

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FINANCIAL IMPLICATION:

N/A

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STAFFING IMPLICATION:

N/A

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PUBLIC ENGAGEMENT LEVEL:

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

INFORM - To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.

**PROMISE TO THE PUBLIC**

INFORM - We will keep you informed.

---

**FOLLOW UP ACTIONS:**

*N/A*

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**ATTACHMENT(S):**

March Youth Coordinators report



March 6, 2017

TO: Lisa Hannaford

FROM: Bretley Dunn, Coordinator, Youth

SUBJECT: March Coordinator's Report

**Programs completed in February, 2017:**

Oscar Adolphson:

- I Can Handle Anger: Two classes of Grade 2 students. *Program teaches students how to recognize their anger and deal with it in healthy ways.*

Hillside High School:

- SKILLS: Two Grade 8 classes-6 week duration. *This program educates students about healthy relationships and provides them with factual information equipping them to resist pressure to become sexually involved before they are ready.*

Ridgevalley School:

- I Can Handle Anger: Grade 2.
- Hands are Not for Hitting: Grade 1. *Program helps students gain restraint skills.*

St. Stephen's:

- WhyTry?: Grade 5. *This program teaches that although making good choices can be difficult, doing so results in more opportunity, freedom, and self-respect.*

**Programs continuing in March, 2017:**

Oscar Adolphson:

- Friendship Group: *A small group for grade 1 girls to promote friendship.*

Harry Gray Elementary:

- Girls Groups: Grade 5 and Grade 6. *Small groups created to help build girls' personal strengths and develop social skills which will help them to be more successful at school, at home, and with peers.*

Ridgevalley School:

- SKILLS: Grade 8 class-8 week duration. *This program focuses on healthy relationships and sexual health.*
- MindUp!: Grade 3. *This program uses awareness of how our brains work and mindfulness to teach emotional self-regulation in students.*

**Programs beginning in March, 2017:**

St. Stephen's:

- SKILLS: *The focus of this program is identifying what is characteristic of a healthy relationship and how we can develop those skills.*

Hillside High School: March 28 the youth coordinator will be presenting to grade 10 students during their annual CALM Days on the topics of healthy relationships, effective communication, and dating violence.

**Successes**

Initial feedback regarding the Sparks Fly Stationary Bikes has been overwhelmingly positive with 100% of respondents stating that the bike leaves their students more relaxed, and 100% of respondents agreeing that the bike leaves students more focused. One 3<sup>rd</sup> grade teacher had a student who was having trouble sitting still and was struggling with impulsivity, after incorporating the bike into the classroom the teacher shared that "he was able to relax, redirect, and focus".

90% of students who completed WhyTry this month reported that they try harder at school as a result of the program. One student shared, "the most important thing I learned in WhyTry was about life and ups and downs. Also how we should take responsibility in life. I liked the lesson, it helps me through life".

Another success is that Green View FCSS will again be able to facilitate the Rainbows program to children and youth experiencing grief. In late January the youth coordinator was able to attend training that prepared her to both coordinate and facilitate the program. Rainbows was created out of the need to help young people deal with the difficult emotions that they may face following separation, divorce, or death of someone close to them.

Respectfully Submitted,  
Bretley Dunn

- 1) What schools within Greenview have received, or are confirmed for receiving the Eureka program in the 2016/17 year.? (The schools we target are Susa Creek, Penson, Ridgvalley, St. Stephens, Hillside High school, Harry Gray Elementary and Oscar Adolphson Primary.

In 2016/17 we have completed 2 workshops thus far, both with Hillside School. No others are confirmed yet but I know that Tracey is continuing to try to secure bookings at the target schools.

After our meeting, I was curious to see what our long term data showed, in terms of the MD of Greenview target schools. I looked back over the last 10 years and found that, on average, we provide four workshops per year to MD “target” schools and we have booked as many as 6 workshops in a school year, to those schools.

During this same time period, we were active in providing the workshop (and, in some cases, the Superhero Follow Up program) in *all* of the Greenview FCSS target schools (over the years), with the exception of Oscar Adolphson Primary school.

There is always a natural ebb and flow to the program and the schools we serve as workshops are offered on a first come, first served basis. We have quite a loyal following among our “regulars” who book year after year, often the year prior at the end of the current workshop. Hillside is one of those schools and they have booked EUREKA every year for the past 6 years. I’m not sure if the varying uptake among other schools in the MD is reflective of their level of interest or our lack of availability (workshops booked up before they were able to book). We don’t formally track this information but it might be something we could track. The other big variable is staff. Any time there is a major staff change (especially at the target grade level and/or at the administrative level or the principal), it takes a while to establish new connections and build a new relationship, so bookings can be impacted by this as well.

We remain committed to our goal of providing 8 workshops to your target schools in 2017/18. Depending on enrollment numbers/class sizes this may require that we adjust the Grade level from its target (Gr 7) and consider including other grades as well (which is dependent on a # of factors, as discussed at the meeting).

- 2) The specific outcomes from the Greenview schools that have received the program in 2016/17 school year.

See document attached. Please note that we tabulate, analyze and report outcomes per school year so our 2016/17 data is not yet available. The attached outcome results are the cumulative results of the previous 5 workshops held with Hillside School in 2014/15 (3 workshops) and 2015/16 (2 workshops).

- 3) Costs per session per school.

For 2017/18 *our average* cost per workshop is \$ 1815. The cost of providing workshops in rural locations would be slightly higher, due to the associated travel costs.