

Title: FCSS General Programming

Policy No: 5000

Effective Date: March 9, 2021

Motion Number: 21.03.093

Supersedes Policy No: 5000-1

Review Date: March 9, 2024



Purpose: To provide guiding principles to the Green View FCSS Board in establishing programs.

1. DEFINITIONS

- 1.1. **FCSS** means Family and Community Support Services.
- 1.2. **Greenview** means the Municipal District of Greenview No. 16.

2. POLICY

- 2.1. Green View FCSS will provide programs that are preventative in nature, and will enhance the social well-being of individuals and families through awareness or intervention strategies provided in a timely manner.
- 2.2. New programs will be offered with Green View FCSS Board approval.
- 2.3. All programs will be consistent with the principles and intent of this policy.
- 2.4. The FCSS Manager is authorized to, and may at their discretion, utilize other agencies or individuals to facilitate programs.

3. PROCEDURE

- 3.1. Greenview Council
 - A) To review and approve the policies recommended by the FCSS Board.
- 3.2. FCSS Board
 - A) Annually, the Board will establish a budget and programs in accordance with the FCSS Act and Regulations, and community needs.
 - B) The Board may approve additional programming provided that there is adequate funding in the current year’s budget.
- 3.3. FCSS Staff
 - A) The FCSS Manager and Program Coordinators will conduct a needs assessment periodically to determine FCSS program needs from schools, community groups, and other agencies.
 - B) Throughout the year, the FCSS Program Coordinators will deliver the various programs,
 - C) A program report is to be submitted to the Board by the FCSS Manager and Program Coordinators at each regular Board Meeting, which may include, statistics, evaluations, costs, and recommendations.

- D) The FCSS Manager will submit an annual report to the Board prior to submission of the budget to the funding bodies. The report will include the following:
- i. Revenues;
 - ii. Program evaluations;
 - iii. Expenditures;
 - iv. Recommendations; and
 - v. Statistics.