



REGULAR BOARD MEETING AGENDA

Wednesday, March 17, 2021

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 17, 2021 to be adopted.	1
		3.2 Business Arising from the Minutes	
#4	DELEGATION	4.0	
#5	OLD BUSINESS	5.0	
#6	NEW BUSINESS	6.1 FCSS Manager Report	4
#7	MEMBER REPORTS	7.1 Chair/Member Reports	
#8	CORRESPONDENCE	8.0	
#9	CLOSED SESSION	9.0	
#10	ADJOURNMENT	10.0	

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 17, 2021

1: Chair Perron called the meeting to order at 9:35 am.
CALL TO ORDER

PRESENT	Chair, Member at Large, Greenview (teleconference)	Roxanne Perron
	Vice Chair, Member at Large, Town of Valleyview (teleconference)	Teresa Plontke
	Board Member, Member at Large, Greenview (teleconference)	Tammy Day
	Board Member, Greenview Councillor (teleconference)	Duane Didow
	Board Member, Greenview Councillor (teleconference)	Roxie Rutt
	Board Member, Member at Large, Greenview (teleconference)	Trina Parker-Carroll
	Board Member, Town of Valleyview Councillor (teleconference)	Tanya Boman

ATTENDING	FCSS Manager	Lisa Hannaford
	Recording Secretary	Corinne D'Onofrio

ABSENT

#2:
AGENDA

2.0 GREEN VIEW FCSS AGENDA

MOTION: 21.02.06 Moved by: BOARD MEMBER, ROXIE RUTT
 That the February 17, 2021 agenda be adopted as presented.

CARRIED

**#3.1 REGULAR
 MEETING
 MINUTES**

3.1 GREEN VIEW FCSS REGULAR BOARD MEETING MINUTES

MOTION: 21.02.07 Moved by: BOARD MEMBER, DUANE DIDOW
 That the Minutes of the Regular Green View FCSS Board Meeting held on Wednesday, January 20, 2021 be adopted as presented.

CARRIED

**#3.2
 BUSINESS
 ARISING FROM
 MINUTES**

3.2 BUSINESS ARISING FROM THE MINUTES

#4 DELEGATION

4.0 DELEGATION

#5 OLD BUSINESS

5.0 OLD BUSINESS

#6 NEW
BUSINESS

6.0 NEW BUSINESS

6.1 TECH TO GO- PILOT PROGRAM

MOTION: 21.02.08 Moved by: BOARD MEMBER, TAMMY DAY

That the Green View FCSS Board authorize Administration to deliver the Tech to Go Pilot Program up to a maximum of \$3000.00.

CARRIED

6.2 FCSS MANAGER REPORT

MOTION: 21.02.09 Moved by: BOARD MEMBER, ROXIE RUTT

That the Green View FCSS Board accept the February 2021 Manager's report as presented for information.

CARRIED

#7
MEMBER
REPORTS

7.1 CHAIR/MEMBER REPORTS

BOARD MEMBER PLONTKE

- No report at this time

BOARD MEMBER PARKER- CARROLL

- No report at this time

BOARD MEMBER DAY

- No report at this time

BOARD MEMBER DIDOW

- Attended a meeting with the President of Family and Community Support Services Association of Alberta, and the Finance Minister on February 12th to discuss the FCSS program across the province.

BOARD MEMBER RUTT

- Attended the Growing the North Conference February 17 and 18th

BOARD MEMBER BOMAN

- Attended the Growing the North Conference February 17 and 18th

CHAIR PERRON

- Commented on observing the strength of individuals during the pandemic and the ability of individuals to keep thriving

**#8
CORRESPONDENCE**

8.0 CORRESPONDENCE

**#9 CLOSED
SESSION**

9.0 CLOSED SESSION

The next Green View FCSS Board Meeting will be tentatively scheduled for Wednesday, March 17, 2021 at 9:30am.

**#10
ADJOURNMENT**

10.0 ADJOURNMENT

MOTION: 21.02.10 Moved by: BOARD MEMBER , TANYA BOMAN
That this meeting adjourns at 10:44 am.

CARRIED

F.C.S.S. MANAGER

F.C.S.S. CHAIR

REQUEST FOR DECISION

SUBJECT: **Managers' Report**

SUBMISSION TO: GREEN VIEW FAMILY AND
COMMUNITY SUPPORT SERVICES
BOARD

REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: March 17, 2021

GM:

MANAGER:LDH

DEPARTMENT: GREEN VIEW FAMILY AND
COMMUNITY SUPPORT SERVICES

PRESENTER:LDH

RELEVANT LEGISLATION:

Green View FCSS Policy– N/A

RECOMMENDED ACTION:

MOTION: That Green View Family and Community Support Services Board accept the March 2021 Managers report as presented for information.

BACKGROUND/PROPOSAL:

Monthly Managers 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 provide by the Manager.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to accepting the report.

ALTERNATIVES CONSIDERED:

N/A

FINANCIAL IMPLICATION: N/A

STAFFING IMPLICATION: N/A

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

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

ATTACHMENT(S):

- March Managers report

Managers Board report- Regular FCSS Meeting March 17, 2021

The office in Valleyview closed on February 17 due to a Covid-19 compromise. Administration worked from home, and most services to the public were not affected. School programming and home support services continued, and residents were assisted remotely to navigate job searches and were provided information and referral services. The lack of computer use for residents was the biggest barrier faced during the closure. The office re-opened on March 8, and staff are pleased to be back serving the public in person.

A new grant for foodbanks, called the Second Harvest, is now available and the foodbanks in Greenview have been notified. Administration assisted the president of the Valleyview Foodbank with the submission of an application.

The Community Volunteer Income Tax program will resume in March and April. There is a secured drop-off bin in front of the FCSS building, and volunteers will be scheduled with Covid-19 protocols in place. Last year, there were 639 returns completed, bringing back over \$3.1 million dollars into the community. Returns may include Guaranteed Income Supplement, Alberta Seniors Benefits, Government Sales Tax, Child tax benefit, Working Income Tax benefit, Climate Action Incentive, and refunds.

The second homelessness estimation survey conducted in October of 2020, in partnership with ARDN- Alberta Rural Development Network, will be available in April. Partnering agencies are looking forward to receiving the information as the data is a valuable tool when applying for grant funding to address needs within Greenview.

An infographic, indicating the impact and reach of the FCSS program, has been developed with neighboring municipalities to use an advocacy tool and will be sent to local Members of Legislature. The municipalities who partnered in this data include: County of Grande Prairie; City of Grande Prairie; Hythe; Beaverlodge; Sexsmith, and the Town of Wembley. The infographic has been included for information.

The School Liaison worker in Grovedale, will leave April 9 for a maternity leave. The position will be filled in her absence, and a list of programs completed thus far in 2021 is included in this report. The Green View FCSS Youth Coordinator has gained permission to facilitate programs directly in the school.

In addition to updates from the Grande Cache office and Coordinators reports, policies 5002 and 5003 have been included in the report for review.

I look forward to seeing you on March 17 @ 9:30 A.M.

Lisa



March 8, 2021

TO: Lisa Hannaford, Manager

FROM: Amber Hennig, Assistant Manager

SUBJECT: March 2021 Grande Cache Office Monthly Report

Assistant Manager Overview

Total of all individuals assisted in February: 361

**This number is the sum of clients assisted by each department (Community Resource Coordinator, Home Support Coordinator, Outreach Coordinator, and Youth Coordinator)*

Client interactions/individuals assisted increased in February returning to a pre-pandemic number. The staff welcomed the increased work and connection with those in need.

The Assistant Manager responded to three referrals made to the Grande Cache office for parenting support. It is unclear as to why clients did not access the Early Intervention program offered by the West Yellowhead Family Resource Network. These families required immediate assistance and we answered that need.

As mentioned in last month's report the Assistant Manager is taking steps to increase awareness and connect with a network of supports for domestic violence. She will be joining the Domestic Violence Committee organized by the Hinton Friendship Centre, attending her first meeting in April. More details will be provided after attendance of the meeting.

There has been no update as to a release date of the Rural Homelessness Estimation community report from Alberta Rural Development Network.

Community Resource Center Coordinator

Information, assistance & referrals (phone calls & office visits) 2020	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YEAR TOTAL
Alberta Supports	0	9											9
AISH	0	10											10
Seniors Supports	4	4											8
Referrals	12	20											32
Other	123	220											343
Total Client Visits	139	263											402
Residence Break Down:													
Grande Cache	92	191											283
Cooperatives & Enterprises	15	28											43
Other	32	44											76
Total	139	263											402

*Other includes individuals who received information (i.e. FCSS services, community information etc.) or referrals.

The above chart does not reflect on-going client assistance through Green View FCSS services and/or programs. Those statistics are captured for each department throughout the monthly report.

Client statistics for programs administered the Community Resource Center Coordinator

Program Name	JAN # of clients	FEB # of clients	MAR # of clients	APR # of clients	MAY # of clients	JUN # of clients	JUL # of clients	AUG # of clients	SEP # of clients	OCT # of clients	NOV # of clients	DEC # of clients
Aboriginal Community Activity Fee Assistance Program	29	29										
CVITP	0	8										
Eating for Your Well-Being	0	0										
Hope Exists in Lots of Places (H.E.L.P)	2	3										
Wheels for Meals	1	1										
Adopt a driveway	0	0										
Welcome Packages	0	0										

During the extremely cold weather in mid-February, a gentleman contacted the Community Resource Centre, saying that he needed emergency help. This individual lost his home in a fire approximately three-years ago and has been living in a shed at Victor Lake ever since. This individual could not handle another cold night. We put him in contact with the Alberta Supports Emergency Line, who stated that if he could find shelter, they would help him get there. Unfortunately, there are no shelters that accept men in Grande Cache or Hinton. After speaking with the client, the Trauma Informed Care worker from

the Tawow Centre and Alberta Supports, we were able to arrange transport with Alberta Supports for this individual to stay with a friend in Victoria, British Columbia.

In addition to this, we helped the client contact the Canada Revenue Agency to start the process of acquiring his T-Slips, so that he can get his income tax completed either here, or when he arrives in British Columbia, from an organization there that also uses the Canadian Volunteer Income Tax Program. This individual will be spending the foreseeable future with a warm and safe place to sleep at night, away from the biting cold of sleeping in a shed.

After this individual arrived in Victoria, he was able to get a phone, and called Green View FCSS in Grande Cache to provide an update that he was safe, and working toward getting a new photo ID. He was extremely grateful for the assistance provided, voicing that he would have died if we would not have helped him.

The 2020 CVITP filing season has started, with new and returning clients reaching out to have their taxes filed.

Despite the provincial building in Grande Cache still being locked to the public, there has been a noticeable increase in clients reaching out to Green View FCSS over the past month.

The Community Resource Centre Coordinator is now up to date on Standard First Aid/CPR. Additional Health and Safety training and Adobe (software to create promotional materials) will take place in March.

Home Support Coordinator

Program Name	JAN # of clients	FEB # of clients	MAR # of clients	APR # of clients	MAY # of clients	JUN # of clients	JUL # of clients	AUG # of clients	SEP # of clients	OCT # of clients	NOV # of clients	DEC # of clients
Home Support (Cooperatives & Enterprises)	14	14										
Home Support (Hamlet of Grande Cache)	19	19										
Meadows to Mountains Homelessness Prevention Project	2	1										

The Home Support Coordinator conducted monthly site inspections at client homes and trained a new Home Support Worker. Unfortunately, the new hire has decided to return to her studies leaving the program short a worker. We are hopeful the vacancy will be filled quickly. Schedules have been changed to ensure no disruption of service to clients during this transition.

The Home Support Coordinator continued to work with a Meadows to Mountains client this past month. The client has complex trauma and needs. Prior to connecting with Green View FCSS she has refused to seek additional supports whether emotionally, physically, or financially. We are happy to report the client is now connected with supports and receptive to mental health appointments. She will remain homed.

As the representative on the Health and Safety Committee the Home Support Coordinator has ensured all staff in the Grande Cache office are informed and following procedures and protocols.

Outreach Coordinator

Clients by location	JAN # of clients	FEB # of clients	MAR # of clients	APR # of clients	MAY # of clients	JUN # of clients	JUL # of clients	AUG # of clients	SEP # of clients	OCT # of clients	NOV # of clients	DEC # of clients
Cooperatives & Enterprises	8											
Hamlet of Grande Cache	12											
Whispering Pines	3											
TOTAL NUMBER OF CLIENTS	23											

A partnership was formed in February with the Grande Cache Municipal Library. A new activity will be provided in alignment with the scope of Outreach Coordinator responsibilities and similar to work already being conducted with clients one on one. Together, the Outreach Coordinator and a staff member from the library will be providing an activity at Whispering Pines Lodge that exercises the brain. The brain needs to be exercised and looked after just like the rest of our body. Research shows being socially active and challenging the brain are effective tools in lessen the risk of dementia in older adults. The first session will take place in March. A short story murder mystery will be shared followed by riddle solving.

The Outreach Coordinator made 6 in-person visits, two wheelchair assistance appointments to connect clients with essential needs and approximately 38 phone call check-ins. Additionally, 6 medication deliveries were done and 2 water deliveries to clients in the Cooperatives due to frozen water lines during the cold snap.

Youth Coordinator

Program service delivery in Grande Yellowhead Public School Division will most likely not occur in the current school year. The schools are experiencing staff shortages and classroom closures due to the pandemic. Teachers expressed interest but are unable to commit at the time of this report.

Northlands School Division, Susa Creek School, has confirmed program service delivery will be allowed but will have to be conducted outside. The Youth Coordinator will arrange program delivery when the weather warms. The specific programs are yet to be determined.

Knowing school access is limited this year the Youth Coordinator will be offering programs afterschool when indoor group activities are allowed. Those programs are: Why Try, Babysitting Course, Home Alone, and Miyo Whic hitowin. Mother Daughter Circle will be offered in May, specific dates are yet to be determined.

The Youth Coordinator is currently completing the North American Center for Threat Assessment and Trauma Response certification and will soon start Brain Story certification through the Family Wellness Initiative.

To: Lisa Hannaford, Manager
From: Coordinator, Adult
Subject: March 2021 Coordinators Report

- **Learning Opportunities**

The Adult Coordinator is continuing to improve skills by completing another course of the Essential Skill for Supervisors Certificate with Northern Lakes College.

Working Together, Building Effective Relationships in Your Workplace You will learn how to build and sustain good working relationships that create cooperation, inter-dependence and high morale among employees.

Once was a Wizard- This was a brief webinar on using a new Grief and Loss tool that just became available. This book, Once was a Wizard is a wordless book that can be utilized with a wide variety of ages to help explore the feelings of loss and find ways to share the heavy emotions with the grief and loss process.

Planning for Serious Illness

Alberta Caregiver facilitated this online Planning for Critical Care session by Dr. Daren Heyland, a critical care doctor, university professor and the creator of the Plan Well Guide. This session will empower you with the knowledge and tools you need to do your serious illness planning.

Booked in March is also several Health and Safety related courses that must be completed, including.

- Hazard Identification, Assessment and Control
- Workplace Harassment and Violence Prevention Training
- Occupational Health and Safety Act, Regulations, and Code Overview
- Supervisors Role, In Health and Safety

- **Home Support**

The Home Support program provides basic housekeeping, meal preparation, limited respite and transportation to medical appointments or other essential services. Currently there are 69 clients, 41 from the MD and 28 in Valleyview.

The Home Support staff are extremely busy with bookings for health and safety trainings in March. They are all required to recertify their WHMIS and attend Hazard Identification, Assessment and Control and Workplace Harassment and Violence Prevention Training.

- **Seniors Programming Zoom Meeting**

Green View FCSS hosted a meeting for Seniors programs to get together and share programming ideas and successes. We had over 60 attendees and they expressed an interest in meeting on a quarterly basis.

Community Volunteer Income Tax Program (CVITP)

The CVITP program utilizes volunteers to prepare income tax and benefit returns for people with modest income and simple tax situations. The program cannot complete returns for self employed or deceased taxpayers. The coordinator and volunteers are getting ready for the new season to start. This year we have 3 volunteers and 2 staff members completing the returns that are coming in on a drop off basis. The program is scheduled to start on March 15th.

Program Income Threshold	
Family Size	Total family income
1 person	\$ 35,000.00
2 persons	\$ 45,000.00
3 persons	\$ 47,500.00
4 persons	\$ 50,000.00
5 persons	\$ 52,500.00
More than 5 persons	\$52,500 plus \$2500 for each additional person

- Adult Support and Referral**

The Support and Referral Program supports clientele in many ways. Commonly clients are supported by finding appropriate programs or assisting with applications and or advocacy. In February, 38 people with 46 different needs were assisted.

February 2021		Residence			38
Support Needs	MD	VV	SL IR	Explanation/ Example	
Admin Assist		1		Faxing, Photocopying, Scanning or Typing for someone	
Advanced Planning	1			Personal Directives, Guardianship, Funeral Planning	
Advocacy/ Mediation				With anyone, Family, Businesses, Government	
Alberta Benefits	3	2		Alberta Supports, Blue Cross, Alberta Health, AISH	
Caregiver Supports				Info on programs, strategies, referrals to other	
Commissioner/ Notary	2	2	4		
CRA Inquiry	1		2	any Income Tax inquiries, not filing	
Elder Abuse				Queries and Advise	
Estate Planning/ Handling				Power of Attorney, Wills, Paperwork after a funeral	
Federal Benefits	1			GST, Canada Child Tax Benefit, Guaranteed Income	
Federal Pensions				CPP, CPP Disability, OAS	
Home Support/ Wheels for Meals	6	3		Queries, home visits	
Information	5	2	1		
Legal				Queries, Paperwork,	
Maintenance Enforcement Prog				Queries, form assistance	
Other FCSS Prog	2			Referral to another program or worker within FCSS	
Referral to other Agency	1	2			
Supportive Listening	1	2			
Technology Assistance	2			cell phone, internet, CRA accounts, email- etc	
Monthly Total	25	14	7	46	

Michelle Hagen
Adult Coordinator



March 8, 2021

TO: Lisa Hannaford

FROM: Breanne Major, Support Coordinator

SUBJECT: Support Coordinator's Report

During the month of February:

The FCSS Resource Centre assisted 286 clients. Many of these clients required assistance creating and accessing their CRA account to apply for the Canadian Recovery Benefit because of reduced hours or loss of employment due to the COVID-19 Pandemic. Other client visits to the Community Resource Centre were to receive support regarding employment. These supports included assistance in updating, printing, fax and emailing resumes. Clients viewed the job board and made inquiries about local employment opportunities.

Other client needs that are seen regularly include assistance with filling out or printing legal forms, faxing, photocopying, commissioning various documents, and interpreting documents from agencies such as Service Canada and Canada Revenue Agency. Support is also given to seniors needing to submit receipts to Alberta Seniors for reimbursement, filling out and sending in pension applications, and determining what benefits they may be eligible for. Clients are still needing assistance to complete bi-weekly reports for Employment Insurance benefits, AISH and Food Bank applications, applications for Birth Certificates, Social Insurance Numbers, and Guardianship documents.

Due to the time of year many people are beginning to think about filing their taxes and have contacted the Resource Centre regarding our Community Volunteer Income Tax Program. This Volunteer based program allows lower income individuals, families, and seniors to file their income taxes through Green View FCSS at no cost.

The Support Coordinator during the month of February was busy attending a variety of trainings via Zoom. These trainings include the continuation of NACTATR training which focuses on Threat Assessment, Crisis & Trauma Intervention.

One very interesting and beneficial training was the Landlord and Tenant Issues webinar that explores the many issues that arise between landlords and tenants. This webinar is beneficial because many clients come into the Community Resource Centre asking what rights they have as either a tenant or landlord.

Other trainings included Community Volunteer Income Tax Program webinars. These webinars included topics such as new changes made to the UFile system, Auto-Fill my return, Students/T4A's,

Seniors/Persons with Disabilities, Individuals with a partner/ Individuals with a dependant, Newcomers, Northern Resident/ Climate Action Incentive, and Senior/ Person with medical expenses.

The Support Coordinator completed the Workplace Harassment and Violence Prevention Introduction course and is scheduled to the Violence and Hazard Training course and Hazard Identification, Assessment, and Control in the fall of 2021.

Looking forward the Support Coordinator will be taking a Better Meeting Minute Taking course hosted by GPRC that helps participants become more efficient at taking meeting minutes. This program will aid the Support Coordinator in the role of recording secretary during Green View FCSS Board meeting and creating Agenda Packages. The Support Coordinator also will be participating in the Community Volunteer Income Tax program filing community member's tax returns, attending The Impact of Empathy workshop through PACE. In this workshop participants will develop a better understanding of burnout, vicarious trauma, and compassion fatigue.

The Support Coordinator will co-facilitate the Mother Daughter Circle. This is a four-week program that represents our standing desire to provide mothers and daughters with a shared experience of building relationships. It is a safe, consistent, and strength-based approach to supporting mothers and daughters on their relationship journey. This program will be held every Wednesday from 4:30-6:30 at Green View FCSS start on April 7th and ending April 28th.

Respectfully Submitted:

Breanne Major



March 3rd, 2021

TO: Lisa Hannaford

FROM: Amanda Roy, Youth Coordinator

SUBJECT: March Youth Coordinator's Report

Online Programming in March

St. Stephens Catholic School

- Hands are Not for Hitting – a 4 week program where Kindergarten students will learn how to use their bodies appropriately when they have difficult emotions.
- I Can Handle Anger – a 6-week program where grade 2 students will learn how to handle their anger in a socially acceptable way and how to deal with difficult emotions.
- Mind Up – Grade 3's will participate in a 6-week program on way to cultivate a positive attitude and building healthy relationships. Modules will include Choosing Optimism, Perspective Taking and Appreciating Happy Experiences.
- Why Try! – Grade 5 students will partake in a 6-week program teaching them that although making good decisions in life is hard it is worth it for them to earn more opportunity, freedom and self respect.
- KIDO - Grade 6's will learn about bullying, abuse, substance abuse and online safety and self-harm.

Upcoming Programming - April

Ridgevalley School

- I Can Handle Anger – a 6-week program where grade 2 students will learn how to handle their anger in a socially acceptable way and how to deal with difficult emotions.
- Hands are Not for Hitting – a 4 week program where Grade 1 students will learn how to use their bodies appropriately when they have difficult emotions.
- Mind Up – Grade 3's will participate in a 6-week program on way to cultivate a positive attitude and building healthy relationships. Modules will include Choosing Optimism, Perspective Taking and Appreciating Happy Experiences.
- Body Talk – Grades 5 & 6 will participate in a 4-week program learning about, anatomy, reproductive systems, puberty, hygiene, consent and menstruation.

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

Penson School

- Home Alone – On April 16, 18 grade four students will participate in a full day, in person class on home alone safety and preparing them to be left alone for short periods of time. This program also offers students information on navigating the online world and skills on how to be a good cyber-citizen when alone online.

FCSS Resource Center

- Mother Daughter Circle – Starting April 7 and running for four weeks this program is for moms or caregivers and daughters promoting empathy, communication skills, stress reduction and honoring boundaries.

Other:

- The Green View FCSS in association with the FCSSAA hosted the second Youth Programmers Round Table on February 22nd. This meeting had 61 participants. The purpose of the meet is to network with other Youth Coordinators, gain new ideas and help to inspire others. Next Youth Programming Sharing Session will be on March 29th.
- Youth Coordinator attended a Compassionate Discipline webinar on February 26th learning about the neurological development of children and how this accounts for their struggles with emotion regulation and impulse control.
- Completed the online portion of First Aid.
- Youth Coordinator in the process of completing the online NACTAR (North American Center for Threat Assessment and Trauma Response) training.
- Youth Coordinator is enrolled in The Brain Story Certification Course, teaching how toxic stress and adverse childhood experiences affects the brain development of children and provides a deeper understanding of brain development and its connection to addiction and mental health.

Other

There was initial concern over facilitating the youth programs online because of technological issues, whether the programs would be engaging and online student burnout. However as the Youth Programmer completed the first online classes in February it was evident that the online classes are a success. Youth Programmer has reported that it has been wonderful to have the children on zoom or google meets where they can chat with the facilitator privately or with the whole group. The online format has proven to be beneficial when a couple of the classrooms were working from home and the programs still ran as planned.

Respectfully Submitted,

Amanda Roy

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



FCSS Supported Residents

17,949 – the total number of residents supported by FCSS programs during 2019 in Grande Prairie and area by over 40 unique programs, such as Seniors Support, School Liaison Workers, and Information and Referrals

17,949

residents supported by FCSS out of 98,331 in the Grande Prairie Area

Home Support Program

For families and individuals experiencing disruptions to normal family routine making it difficult to maintain and manage a healthy home.

Key Outcomes include:

- Increases ability for clients to remain in their own home
- Increases knowledge of clients on how to access community resources
- Improves mental wellbeing of clients

407

Home Support clients in Grande Prairie and area 2019

Volunteer Income Tax Program

Community organizations bringing together volunteers and staff who prepare income tax returns for free

Key Outcomes include:

- Reduces poverty and increases economic self-sufficiency
- Ensures that seniors, newcomers, students, and all low-income residents maintain access to tax benefits

\$5,896,110.70

Total rebates received in Grande Prairie and area, due to Volunteer Income Tax Program

1185

Tax returns filed

\$7,478,056.46

the total contribution to FCSS programs in Grande Prairie and area.

\$588,924.25 | Required Contribution
\$3,814,475.31 | Municipal Over Contribution
\$2,355,700.00 | Provincial Grant
\$718,956.90 | Other Revenue



Enhanced Collaboration

313 municipalities and Métis Settlements participate in FCSS across Alberta



Future Cost Savings

\$7-12 is saved in future spending for every \$1 invested in preventative services today¹



High Impact

4.33 million Albertans access FCSS programs and services



Community Involvement

FCSS programs across Alberta report over **50,727** volunteers contributing **2,362,194** volunteer hours annually, equivalent to \$ **35,432,910** at minimum wage



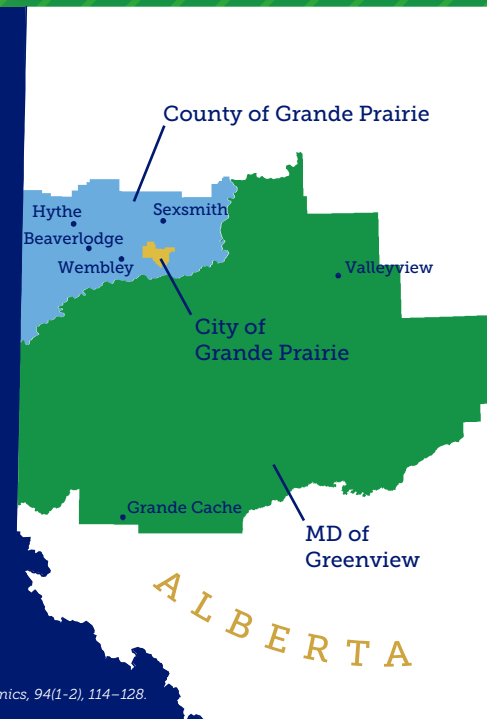
Low Cost

0.18% of the total provincial budget in 2018 was allocated to FCSS programs



Research & Data

FCSS continues to enhance targeted research and timely data to support collaboration, build capacity, and strengthen outcome measurement at the local level



¹ Heckman, J. J., Moon, S. H., Pinto, R., Savelyev, P. A., & Yavitz, A. (2010). The Rate of Return to the High/Scope Perry Preschool Program. *Journal of Public Economics*, 94(1-2), 114-128.

Document prepared by The City of Grande Prairie | February 2021

For more information, please visit: cityofgp.com/CSD

THE CITY OF
GRANDE
prairie



ANNUAL PROJECT OUTCOMES REPORT

Agency Name Suicide Prevention Resource Centre

Project Name Tough Enough to Talk About it

Primary Target Population Adults

Provincial Strategic Direction Alignment (referenced in section 2.1(1)(b) of the FCSS Regulation)

Please select the one Provincial FCSS Strategic Direction that comes from the five regulatory statements (referenced in section 2.1(1)(b) of the Provincial FCSS Regulation) which best fits with this project.

- ☒ Help to develop independence, strengthen coping skills and become more resistant to crisis
- ☐ Help to develop an awareness of social needs.
- ☐ Help to develop interpersonal and group skills, which enhance constructive relationships among people.
- ☐ Help people and communities to assume responsibility for decisions and actions, which affect them.
- ☐ Help to sustain people as active participants in the community.

Green View Family and Community Support Services Priority Outcome Please select the one FCSS Priority Outcome your project outcome most contributes to:

Social Inclusion Adult Personal Capacity

Building Community Potential Social Awareness and Engagement

PROJECT OUTCOME STATEMENT

Indicator of Success #1

Question/Measure #1

1. As a result of workshops and presentations, I am better able to support (my family members/my friends/my neighbours) when they are in crisis

Number of participants

completing measure: 374

experiencing a positive change: 340

Question/Measure #2 (if more than one)

1. After skill workshops, I am more likely to help someone who is at risk of suicide.

Number of participants

completing measure: 374

experiencing a positive change: 319

Indicator of Success #2

Question/Measure #1

Number of participants

completing measure:

experiencing a positive change:

Question/Measure #2 (if more than one)

Number of participants

completing measure:

experiencing a positive change:



ADDITIONAL INFORMATION

Identify measurement tool used Survey

If other, please describe

When was measurement tool used? Post Only (after activities)

Output information related to this program

Number of participants served?

Adults 919

Children/youth

Families

Seniors

Number of volunteer hours related to this project only? (if applicable)

Stories (please share a story that describes the significant impact for a participant or participants.)

"It was great to have someone share their personal experience this helps convey the importance of mental health"

"It is good to bring men's mental health into the forefront"

"I thought it was very effective to have real men/situations presented. Makes the issue of "tough enough" realistic"

"Great presentation - went through issues and this assured me that things will continue to improve and the help is out there."

"I thought the class was awesome and learned a lot of tools to use to help myself and my friends."

"I learned a lot on how to properly deal with an individual who is struggling with depression consisting of what to say, actions, setting and place for conversations and to seek professional help."

"This is a strong must have in treatment. I know now how to help myself and I really know some people that need help and this course has given me the way to help my friends."

"I enjoyed the presentation and wished I had it before my brother in-law took his own life. I always feel I could/should have approached him."

I grew up in a small farming community in northern Ab. I had HUGE aspirations of going to the hockey hall of fame and riding the roller-coaster at WEM when I grew up. Lol Life certainly surprised me. I have had the fortune of seeing so many amazing places around the world and I have met some of the most awesome people on the planet. Saying that, one thing that was always relevant throughout my childhood, and much of my adult life, was a feeling of fear, insecurity, and a lack of self-confidence. I didn't realize the true impact of those feelings in my life until I was in my late 30s. By 37 I seemingly had the "life" that most people believe they want. I was a co-owner in an awesome E/I service company, in the O&G industry, with an amazing team of people. The year I turned 36 we sold 60% of our company to a private equity group which made my family and I financially comfortable. I had a loving supportive family, friends, big house, big acreage, all the "toys", and even had a cool sports car in my oversized garage. At the time in my life when I had finally "arrived", I truly felt more lost, scared, and lonelier than ever. I was so afraid of everything, and I often say that I felt lonely when I was all alone, and lonelier when I was in a crowd. No matter what I was feeling though, when asked, how I was? I would always smile and say "my life is great", and that "I am so fortunate" and more of the same... Some of those were true statements, but the other reality that I never shared was that I was dying inside. I just didn't have the courage to tell anyone. I was so afraid of what people would think, if they knew that I felt the way I did. It caused me a lot of shame and guilt. I was so confused. Logically I knew I had a great life and felt like there must be something fundamentally wrong with me to feel the way I did. Those beliefs made me feel extremely guilty, and I often say that I felt guilty, for feeling guilty. During this period, I ended up turning to alcohol, (binge drink), as a way to cope and numb the pain. This caused me a lot more grief, and at the age of 39 a heart attack lead me to being separated from my wife. I had moved to a swanky condo in Edmonton and was sure that my life would be better now that I didn't have to deal with the "family" stress. Little did I know that the emotional and mental pain was going to become more excruciating. After a few months of being on my own I woke up one morning on the bathroom floor with the overwhelming desire to end my life. I knew that it seemed crazy, but I couldn't bear the pain any longer. I had hit a point where I was afraid to live, and afraid to die. I'm sure today, that state, is truly the "hell" that people speak about. Thankfully, I did something I had never done before. I prayed to the universe, God, Buddha whoever... to either give me the courage to get help or give me the courage to end my life. That day was a catalyst that changed everything for me in a way that is hard to describe. I was now 40 years old and I finally shared with someone how I was feeling. That conversation alone helped some, and it prompted me to reach out for help, and from there I went and got the support I needed. Thankfully there were people out there that had gone through some of this, or new others who had suffered in the same way I was. I could see that I was no longer alone and that there really was help. I just had to become aware, and then be open and vulnerable enough to let someone know what I was feeling. Through this journey I learned that it's ok to not be ok. That sharing my feelings doesn't make me weak and that by sharing my experiences I can actually let others know that they are not alone. I have since met so many awesome people who have struggled with very similar thoughts and feelings. I am so grateful to those who have and continue to share their life experiences with me and others. I often wonder what it is about humans that make us so willing to help other people, and how powerful pride and fear really is to limit us from asking for help ourselves. Saying that I am so grateful to organizations like Tough Enough to Talk About It. These programs and the people who run and support them, offer folks like me a place to come to learn more about mental health. To learn that there are people out there today that are suffering in silence, and they give those who are struggling an opportunity to hear that they are not alone. Many of them, (like I was), are afraid to speak up. Thankfully, they likely don't even know how, or where to start. I believe that if more people will, share their experiences, and that more organizations, corporations, and leaders will become comfortable with these types of conversations, and openly support those who are struggling, we will not only save lives, but also positively impact and change people's paths, which will inspire them to help others. Thank you, Tracy for what you and the Tough Enough to Talk About It, team does to bring mental health awareness and support to our communities.



CONTINUOUS QUALITY IMPROVEMENT

After analyzing the data, would you like to continue with this project? Why or why not?

Changing and evolving to meet the needs of the community is ongoing. All programs are undergoing auditing with clinical supervision annually to ensure best practices and industry standards are at the forefront of presentations and teachings. To create the materials to meet virtual delivery challenges and maintain the safety of participants, has shown us that there is a need outside of immediate office location. We can deliver presentations and training, and make the information accessible but still maintain that personal approach that people need, and make train to have skills and resources completely within reach. Having a program that speaks directly to the demographic working in industry, oil & gas and agriculture, that meets a mental health need for our region that is not met by any other program or agency's activities means that this delivery must continue and grow.

What improvements could you make to the project?

We have created the program for full virtual delivery and are booked for presentations through the next quarter. Next steps are to train the trainer and build a facilitator network so that more facilitators are trained, and able to step in to extend the reach of the materials.

What improvements could you make to the outcome measurement process?

Measurement questions to fit the circumstances of the service. It is sometimes difficult to find a measurement that best suits the service and multiple funders. It would be helpful to have the option to create our own measurement wording especially in the use of the words 'resiliency' and 'suicide' as this is such a big part of our activities for most populations in our programming; build resiliency and coping skills, skill train in intervention and mental health, support those grieving and impacted by suicide loss.

Successes:

We have had several companies including ConocoPhillips promote and deliver presentations to all staff as part of their ongoing mental health activities. The program and materials are now meeting all industry best practices, the research and resources are all qualified by the clinical supervisor and it is now both industry recognized and led by a Master trainer with the Mental Health Commission of Canada.

Changes to be made:

We are building facilitator training materials for virtual delivery and expect to have additional facilitators trained first for NAIT, SAIT and AHS facilitation, and will add independent contract facilitators to meet the additional need by the end of 2022.

Completed by: *Ainsley Miller*

Signature: _____

Date: 02/23/2021

Name: Ainsley Miller

Important: After completing this report; save a copy with a different name for your files.



ANNUAL PROJECT OUTCOMES REPORT

Agency Name	Suicide Prevention Resource Centre
Project Name	Youth Mental Health Programming (The Breakfast Club)
Primary Target Population	Children/Youth

Provincial Strategic Direction Alignment (referenced in section 2.1(1)(b) of the FCSS Regulation)

Please select the one Provincial FCSS Strategic Direction that comes from the five regulatory statements (referenced in section 2.1(1)(b) of the Provincial FCSS Regulation) which best fits with this project.

- ☒ Help to develop independence, strengthen coping skills and become more resistant to crisis
- ☐ Help to develop an awareness of social needs.
- ☐ Help to develop interpersonal and group skills, which enhance constructive relationships among people.
- ☐ Help people and communities to assume responsibility for decisions and actions, which affect them.
- ☐ Help to sustain people as active participants in the community.

Green View Family and Community Support Services Priority Outcome Please select the one FCSS Priority Outcome your project outcome most contributes to:

Social Inclusion Positive Child and Youth Development Building Community Potential Social Awareness and Engagement

PROJECT OUTCOME STATEMENT

Indicator of Success #1

Question/Measure #1

As a result of Youth MH training, I know more about how to keep myself safe on social media/the internet.

Number of participants

completing measure: 159

experiencing a positive change: 159

Question/Measure #2 (if more than one)

As a result of attending Youth MHT, I am better at solving problems.

Number of participants

completing measure: 159

experiencing a positive change: 159

Indicator of Success #2

Question/Measure #1

As a result of attending this workshop, I am better at telling others about my feelings.

Number of participants

completing measure: 159

experiencing a positive change: 159

Question/Measure #2 (if more than one)

As a result of Youth MHT, I know more adults that I can go to when I need help.

Number of participants

completing measure: 159

experiencing a positive change: 159



ADDITIONAL INFORMATION

Identify measurement tool used Survey

If other, please describe

When was measurement tool used? Post Only (after activities)

Output information related to this program

Number of participants served?

Adults

Children/youth 201

Families

Seniors

Number of volunteer hours related to this project only? (if applicable)

332

Stories (please share a story that describes the significant impact for a participant or participants.)

"She was able to use a tool in order to deal with big emotions, the first time she lost control of her anger and was mad for a very long time. The next time she realized she was going to get very angry so she brought out her stress puzzles (coping skills) and used a skill right away. It was so awesome to see her realize her emotions and how they affect her."

"This program is amazing. My daughter absolutely loves it; and seems to have learned so much in such a short time. Thank you so much."

"As a shy child I feel like the group sessions were a great step for my teen to be able to speak up and participate in group discussions. I hope this helps her with her class room time as well. Thank you."

"...seems much more happier and talks freely to me now. She also is getting along better with her friends at school. I think because she realizes she isn't the only person going through issues"

"Thank you VERY much for being a positive influence for my kids. You are all blessings."

"The value of what you are offering was evident by the turnout. Seemed very organized and effective. It would be nice to see more funding go into things like this that create real value in a community."

"My preteen was so excited to share what she learned she brought her feelings first aid kit to school and presented it during health class"

"My youth has been able to control her emotions better after attending the workshop"



CONTINUOUS QUALITY IMPROVEMENT

After analyzing the data, would you like to continue with this project? Why or why not?

Yes, this project should continue as this program offers support and education to youth, families and community members on prevention and resiliency. The youth mental health programming (formerly Breakfast Club) is an innovative program that has adapted through the pandemic to continue supports both virtually and in-person, offering the only mental health focused workshops and retreats to youth grades 4 to 12 in Grande Prairie and surrounding areas. This program provides the opportunity for youth to learn coping skills, relationship building, and problem solving in a safe environment with youth mental health experts. Our evaluations from both youth and parents show overwhelming support for the youth programming and its content. Youth and parents consistently report increased skills in areas of communication, advocacy, healthy relationships and problem solving. The children's, preteen and teen program show high volume of referrals and attendance. Many times, we receive referrals for siblings after having one family member attend our programs. This program provides an important asset to our community by building a stronger foundation of resiliency in youth which will decrease the likelihood of mental health programs later on.

Youth in this region are under served and every suicide death in this age group is pre-empted by 200-300 attempts, there are so many opportunities for intervention and this program offers prevention and intervention through training in coping skills and resiliency, peer support through workshops and follow-ups. This youth mental health programming is a resource to children, families and caregivers to access services and provide intermediary programming where there are gaps in accessing appropriate services.

What improvements could you make to the project?

The program has undergone the audit with the Clinical Supervisor reviewing current best practices in youth care and integrating these into lessons. Other changes have included tweaks to many portions of the programming delivery to reduce or remove physical contact between participants in one day workshops, and full virtual delivery in modular format to reach new audiences in unstable housing, guardianship arrangements and those in full isolation. Modularizing these sessions gave us the opportunity to offer specific topics to youth by request. Moving forward we have the outlook of constant change and flexibility of our programs due to the Covid-19 pandemic. We have moved from full weekend overnight camps to one day workshops, and evening in-person peer support groups to twice a month virtual craft and wellness check-ins for each age group. For every restriction, we have adjusted to mitigate isolation and maintain supports to these age groups while seeing anxieties and help-seeking behaviors increase. We strive to be innovative, to maintain providing groups and support to youth, while practicing the current pandemic safety protocols.

What improvements could you make to the outcome measurement process?

We have adjusted our questions over this last year to meet FCSS logic models and AHS reporting requirements, without putting too high a response request on participants to complete questionnaires. We have seen in this past year many activities becoming virtual, and that participants are less likely to complete measurement activities when the activities were not in-person. We continue to send out evaluations to youth participants and parents but are not seeing completions.

Successes:

Throughout 2020, our youth programming was able to provide 1040 direct service hours to youth in Grande Prairie and surrounding areas. This year we went through so many changes moving from 'The Breakfast Club' to the Phoenix Youth Group (grades 4-6) and Gryphon Youth Group (grades 7-12), identified as Youth Mental Health Programming, and all new delivery and formatting to meet community needs. Successes:

When we moved into restrictions and closed our overnight activities, we had no idea how long that might last and moved into creating virtual supports for families at home, connecting them in safe online spaces for small peer groups and developing our activities to not have shared touch points to allow physical distancing resiliency building for our youth. We have had successes and learning from trials as we learned along with our youth, what engaged them virtually, what their biggest needs are (anxiety reduction) and navigating the online delivery until we could meet in person. After our clinical supervisor agreed with the activity adjustments, we moved back into in-person workshops for youth, one day only for up to 10 youth per session, physical distancing, masking, sanitising! In addition to the in-person workshops, we have regular evening craft and wellness check ins for youth, two nights a month for each of two age groups, so that they can craft together and learn a new breathing or coping exercise, check in with their peers in a safe facilitated space and our youth coordinator. The wellness activity nights are building, and we have had youth expressing their feelings of isolation and joining us from Goodfare, Warham, Sturgeon Lake, Bearson and Ridge Valley, so we know the messaging is getting out to many communities that are actively participating where we had seen little participation in past years!

Changes to be made:

Annual program audits with clinical supervision, completion of full modularization of lessons, one day in-person workshops in three alternates to deliver ongoing skills to the same youth. Evening activity based wellness checks every second week for both age groups on going throughout the year. Update of evaluations for better information gathering to specific outcomes for research.

Completed by: Ainsley Miller

Signature: _____

Date: 02/23/2021

Name: Ainsley Miller

Important: After completing this report; save a copy with a different name for your files.

March 1, 2021

Penson School

FCSS – Community School Liaison Counsellor

Emily Kostiuk

Programs and Outcomes completed in 2021 (January – March)

- Girls Group – Grade 3/4 (ongoing from earlier in the year)
 - Focus on facilitating new friendships
 - What is a good friend vs. what is not a good friend
 - How to be a good friend
 - Communication skills
 - Conflict resolution skills

Outcome #3 – Children & Youth Develop Positively

Developmental Assets: 33 – Interpersonal Competence, 36 – Peaceful Conflict Resolution

- Lunch Bunch Friendship group – Grade 4 girls
 - Providing extra social-emotional support for students needing additional adult connection in their lives
 - Focus on building healthy communication and conflict resolution skills.

Outcome #3 – Children & Youth Develop Positively

Developmental Assets: 33 – Interpersonal Competence, 36 – Peaceful Conflict Resolution

- Skillz –Grade 7/8's (Sexual Health Presentation)

Outcome #3 – Children & Youth Develop Positively

Developmental Assets: 30 – Responsibility, 31 – Healthy Lifestyle

- Body Talk – Grade 5/6's (Puberty, hygiene, healthy communication and boundaries)

Outcome #3 – Children & Youth Develop Positively

Developmental Assets: 30 – Responsibility, 31 – Healthy Lifestyle

- MindUP curriculum utilized to build a calm down corner for grade 3/4's. Mindfulness poster's, calm down box availability, and access to the stationary bike are included.

Outcome #3 – Children & Youth Develop Positively

Developmental Assets: 31 – Healthy Lifestyle, 33 – Interpersonal Competence

- Eureka – Grade 7 two day workshop
 - How to handle anger in a healthy way
 - Build communication skills
 - Foster healthy relationships

Outcome #3 – Children & Youth Develop Positively

Developmental Assets: 33 – Interpersonal Competence, 36 – Peaceful Conflict Resolution, 37 – Personal Power

Title: FCSS Grants

Policy No: 5002

Effective Date: March 15, 2017

FCSS Motion: 17.03.31

Supersedes Policy No: None



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

GREEN VIEW FCSS GRANTS PROGRAM

Guidelines and Eligibility Criteria

Grants are accepted by the Green View FCSS Board between July 1st and August 31st 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

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?

A large, empty rectangular box with a light blue-grey background, intended for the user to write their response to the question above.

How will this program be measured for success?

A large, empty rectangular box with a light blue-grey background, intended for the user to write their response to the question above.

ADDITIONAL INFORMATION

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:

1. Grant Amount

Year grant was received

Did you provide an expense report?

yes ☐ no ☐

Purpose of Grant

2. Grant Amount

Year grant was received

Did you provide an expense report?

yes ☐ no ☐

Purpose of Grant

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

Title: MISCELLANEOUS GRANT SPONSORSHIP

Policy No: 5003

Effective Date: February 2017

FCSS Motion: 17.01.06

Supersedes Policy: 5003 FCSS
School Liaison



Purpose: To authorize FCSS Manager to provide grant sponsorship to various community partners for miscellaneous special community projects which do not exceed \$1000.00.

POLICY

1. Green View FCSS may partner with other community agencies to provide resources for miscellaneous special community projects, and those agencies will be encouraged to demonstrate how they will recognize FCSS as a partner. The FCSS manager will have the authority to provide a maximum of \$1000.00 per event to community organizations to sponsor various events and or programs, as per annual budget approval.

PROCEDURE

1. Community partners may forward a letter to the FCSS Manager, outlining the intent of the community event and the type of partnership requested (staff time, advertising, food costs).