

Title: FCSS Grants

Policy No: 5002

Effective Date: April 27, 2021

Motion Number: 21.04.227

Supersedes Policy No: NONE

Review Date: April 27, 2024



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.

1. DEFINITIONS

- 1.1. **Green View FCSS** means Family and Community Support Services provided by the M.D. of Greenview in partnership with the Town of Valleyview.
- 1.2. **Greenview** means the Municipal District of Greenview No. 16.

2. POLICY STATEMENT

- 2.1. 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.

3. PROCEDURE

- 3.1. Grant Application Guidelines
 - A) 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.
 - B) Grant applications will only be received on the prescribed form by the dates specified.
 - C) Grant applications must meet the eligibility requirements as outlined on the grant application form.
 - D) 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.
 - E) 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.
- 3.2. Reporting Requirements
 - A) Grant recipients will be required to submit a final expense and outcomes report. The report shall consist but not be limited to the following:

- i. Project objectives and outcomes achieved.
 - ii. Number of volunteer hours.
 - iii. Detailed accounting of grant funds.
 - iv. Applicable statistics.
- 3.3. 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.
- 3.4. 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.