TOWN POLICY

POLICY NUMBER: 5102

REFERENCE:
Resolution No. 431.11.18
Resolution No. 242.10.26

ADOPTED BY:
Town Council

PREPARED BY: Family & Community Support Services

DATE: November 21, 2018
Revised: October 21, 2026

TITLE: Family & Community Support Services Grant Program

Policy Statement

The Town of Strathmore provides funding through the Family and Community Support Services program to support locally delivered preventive social services that enhance the well-being of individuals, families, and communities. FCSS grant funding is in accordance with the terms of the Family and Community Support Services Act and Regulation and the United Way of Calgary and Area. Funding decisions align with Council's strategic priorities, the FCSS Act and Regulation, and the Provincial Outcomes and Measurement Framework. Funding is provided by FCSS and the United Way of Calgary and Area dollars and is provided annually and requires reapplication every calendar year.

1.0 PURPOSE

1.1 To establish a consistent and transparent framework to guide the Town of Strathmore Council, Administration, and Family and Community Support Services in allocating funding to eligible organizations that support the FCSS and United Way of Calgary and Area mandate and Council priorities.

1.2 To ensure the FCSS Grant Program is delivered in a fair, equitable, and accountable manner that supports preventive social services and strengthens community well-being.

1.3 To define clear reporting and accountability requirements aligned with the Provincial Outcomes Measurement Framework and the United Way of Calgary and Area and applicable legislation.

2.0 DEFINITIONS

2.1 "Agency" means a community organization, non-profit, committee or charitable organizations providing a social service within the Town of Strathmore.

2.2 "Chief Administrative Officer" means the person appointed by Council to carry out the powers, duties and functions of the position of Chief Administrative Officer, or the person appointed to act as their designate.

2.3 "Director" means the administrator accountable for their department who may or may not directly supervise employees.

2.4 "Employee" means a person who is employed by the Town of Strathmore. This includes a permanent, part-time, or casual employee.

2.5 "FCSS Act" means the Family and Community Support Services Act, Revised Statutes of Alberta 2000, Chapter F-3, as amended from time to time.

2.6 "Review Committee" means a person appointed by Council to the Family & Community Support Services Advisory Board.

2.7 "Town" means The Town of Strathmore, a municipal corporation in the Province of Alberta and includes the area contained within the boundaries of the municipality where the context requires

3.0 APPLICABILITY

3.1 This policy applies to grant funding received through the Government of Alberta and budgeted through the Family and Community Support Services (FCSS) department at the Town of Strathmore, as well as grant funding received through the United Way of Calgary and Area under the applicable funding agreement with the Town.

3.2 This policy does not apply to other municipal grant programs, including Council-directed grants or those governed under the Community Improvement Program Policy No. 7204.

4.0 RESPONSIBILITIES

4.1 Town of Strathmore Council is responsible to:

a) Approve by resolution this policy and any amendments; and

b) Approve by resolution grant distributions as recommended; and

c) Establish the Family & Community Support Services Advisory Board

4.2 The Chief Administrative Officer is responsible to:

a) Approve all supporting procedures and any amendments; and

b) Administer the policy.

4.3 The Director is responsible to:

a) Ensure that all department employees are familiar with the policy;

b) Administer the policy within the department;

c) Recommend changes in policy.

5.0 GUIDING PRINCIPLES

5.1 The purpose of this Policy is to build capacity in community social services by enhancing the social well-being of individuals, families, and communities through preventive and early intervention strategies delivered at the earliest opportunity. All programs funded under this Policy must demonstrate a primary focus on prevention, reducing the likelihood of social problems and strengthening protective factors, rather than providing crisis response, treatment, or rehabilitative services.

5.2 Alignment to FCSS Mandate

5.2.1 All funded programs must align with the legislated purposes of the FCSS program and achieve one or more of the following outcomes:

a) Help individuals and families develop independence, strengthen coping skills, and become more resilient to crisis;

b) Increase awareness of social needs and available community supports;

c) Enhance interpersonal and group skills that improve social functioning;

d) Support individuals and communities to assume responsibility for decisions and actions affecting them; and/or

e) Promote active participation and inclusion in the community.

5.3 Eligibility Requirements

5.3.1 To be eligible for funding, programs must:

a) Demonstrate a clear preventive focus, with measurable social outcomes.

b) Align with FCSS legislation, regulations, and provincial guidelines.

c) Provide evidence of community need and benefit.

d) Complement, rather than duplicate, existing services.

e) Include defined outcomes, performance measures, and evaluation methods.

5.3.2 School-based programs are to be funded through United Way of Calgary funding only.

5.4 Ineligible Services

5.4.1 FCSS funding shall not be used as the primary support for programs or services that:

a) Provide crisis intervention, treatment, or rehabilitative services.

b) Deliver direct financial assistance, including income support or subsidies.

c) Are primarily clinical, medical, or therapeutic in nature.

d) Are mandated services of other government programs.

e) Provide recreational activities without clear social development outcomes.

f) Deliver childcare or daycare services as a primary function (unless clearly linked to preventive social outcomes).

5.4.2 School-based programs are not supported through FCSS funding.

5.5 Accountability and Compliance

5.5.1 The Town reserves the right to monitor, evaluate, and audit all funded programs to ensure compliance with this Policy and applicable legislation.

5.5.2 Funding recipients must:

a) Use funds only for approved purposes.

b) Report on outcomes and performance indicators as required.

c) Notify the Town of any significant changes to program scope, delivery, or outcomes.

5.5.3 Any significant changes in program focus, scope, target population, or intended outcomes from those originally approved must receive prior approval from the Review Committee to remain eligible for continued funding.

5.6 Funding Withdrawal

5.6.1 The Town has the authority to suspend or terminate funding to any agency that:

a) Violates FCSS legislation, regulations, or this Policy.

b) Has misused funds or committed fraud.

c) Fails to meet reporting or accountability requirements.

d) Is found to be operating in violation of ethical or professional standards.

e) Deviates significantly from approved program objectives without prior approval.

6.0 REVIEW

6.1 This policy shall be available for public inspection and will be posted on the Town of Strathmore's website.

6.2 This policy shall be reviewed at least once every four years. Next review date: April 2030.

END OF POLICY

Mayor

Director of Strategic, Administrative,
and Financial Services