

FUNDING PACKAGE

LEGAL FAMILY AND COMMUNITY SUPPORT SERVICES (FCSS)

**PROJECTS MUST BE OF A PREVENTATIVE NATURE THAT ENHANCES
THE WELL BEING OF INDIVIDUALS AND FAMILIES THROUGH
PROMOTION OR INTERVENTION STRATEGIES.**

WHO ARE WE?

Legal FCSS is a partnership between the Province of Alberta and the Town of Legal. FCSS develops, and/or partners on locally driven preventative social initiatives to enhance the well being of individuals and families in our community. This is achieved through the provision of: FCSS organized workshops and initiatives, partnering with other groups and agencies, and through the funding of certain projects.

WE BELIEVE IN:

- The enhancement and strengthening of families
- The strong, supportive community.
- The development of life skills.
- The importance of using volunteers.
- The improving of social conditions.

WHO MAY APPLY FOR LEGAL FCSS FUNDING?

Eligible applicants must offer their project specifically to Legal residents only with these funds. Applicants include:

1. Community not-for-profit groups.
2. Agencies or groups offering preventative programs
3. Societies

WHAT PROJECTS MIGHT BE FUNDED?

FCSS IS INTENDED TO SUPPORT PROJECT BASED INITIATIVES IN THE AREAS OF:

- *Prevention * Social Development * Enrichment and Strengthening of Families
- *Promotion of Self-Awareness * Volunteerism * Helping People Help Themselves
- *Development of Interpersonal Skills * Provide Supports to Help Sustain People as Active Members of the Community (must match our mandate)
- *Projects are expected to become self sufficient over time.

FUNDING DEADLINE - March 31st, 2010

FUNDING CRITERIA

1. Is the project preventative? (This is mandatory)

Does it enhance the social well being of families and individuals?

(The answer should be yes).

2. Does the project or service:

- a) Help people develop independence; strengthen coping skills?
- b) Help people develop an awareness of social needs?
- c) Help people develop interpersonal and group skills?
- d) Help people and communities to assume responsibility for decisions and actions which affect them, OR
- e) Provide supports that help sustain people as active members of the community?

(The answer should be yes to at least one of these questions).

3. Do the services:

- a) Provide primarily recreational or leisure activities?
- b) Offer direct financial assistance to sustain an individual or family?
- c) Provide primarily rehabilitation?
- d) Duplicate services, or are funded under another government body?

(The answer should be no to all of these questions).

ADDITIONAL CRITERIA

Applicants will:

- a) Expend all funding and interest accrued by completing the project before December 31 of the year in which funds were forwarded.
- b) Be encouraged to demonstrate self-help for all initiatives.
- c) Be encouraged to provide volunteer opportunities.
- d) Provide letters of support for the project.
- e) Ensure all funds are used as specified in your application.
- f) Ensure funds are not used to purchase capital equipment, purchase facilities, or pay rent.
- g) Ensure funds are not used to support "for profit" ventures.
- h) Submit a complete written report which includes: the program evaluation form, a financial statement including all sources of funding and all costs of the project; a statement that all FCSS funds will be used before year end, all of this is to be received by FCSS before December 15th of the year in which funds were forwarded.
- i) Provide recognition of the Legal FCSS contribution to the project.
- j) Ensure ongoing operational costs such as staffing will not be funded.

APPLICATION CHECKLIST

- Application Form with attached list of current executive/board of directors
- Program/Project budget
- Evaluation Form
- Letters of support

Submit completed applications to:

**Legal FCSS
P.O. Box 390
Legal, Alberta
T0G 1L0**

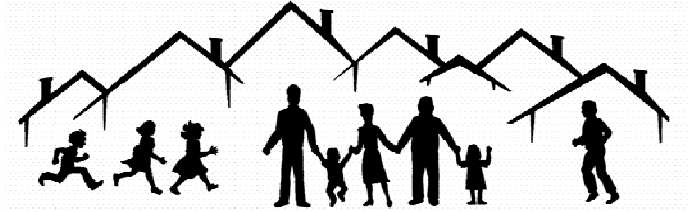
Or

**Town of Legal Municipal Office
5021-50th street**

Please call if you have questions or would like additional application forms: **780-961-3773**

Freedom of information and protection of privacy act.

The information collected to support your Legal FCSS application is for the use of Legal FCSS in assessing your funding request.



LEGAL FCSS FUNDING APPLICATION FORM

APPLICANT INFORMATION

Please submit 5 copies.

Legal name of applicant: _____

Society number: _____ Act incorporated under: _____

Amount Requested: \$ _____

Please attach: a list of your current executive and/or board of directors, including names, position/titles, addresses and phone numbers (home and work); the organization's most recent financial statement signed by the organization's president and treasurer if they are not externally audited, a copy of this projects budget, and a copy of the outcome based evaluation form, and letters of support.

Organization's mailing address: (Cheque will be sent to this address)

Organization Name: _____

Box #: _____

Suite#: _____

Street Name: _____

City: _____

Province: _____ Postal Code: _____

Contact Person: _____

Phone #: _____

Date of Application: _____

PROJECT INFORMATION

PROJECT NAME: _____

PROJECT CONTACT PERSON: Mr./Mrs./Miss _____

Position/Title _____

Phone: Work: _____ Home: _____

Fax: _____ email: _____

Project Location: _____

Address: _____

Project start Date: _____ Target age group: _____

PROJECT FUNDING

Please attach a typed, and detailed description of the project including how this will benefit the community, who will participate, what age group is targeted, what area do you hope to reach, how long the project will last, and start and end dates.

Have you applied for another government grant for this project? Yes No

If yes, please specify.

Please note: Applicants may not receive funding from us if they are covered under another government mandate.

List other partners in this project:

Please include a detailed budget with your application.

Legal FCSS reserves the right to refuse applicants and to request the return of funds if they are not being used as specified in the application.

APPLICANT AGREEMENT

We declare that:

- **We are the duly authorized representatives having legal and/or financial signing authority for the above organization that is applying for funding.**
- The information contained in this application and supporting documents is true and accurate and endorsed by the above organization.
- The project will benefit individuals, families, and/or the community as laid out in the FCSS guidelines.
- An accounting of spending, showing compliance with conditions of the grant shall be provided at completion of the project, or no later than December 15th of the year in which the grant was received.
- Legal FCSS will be informed before November 15th if granted funds will not be used by December 31st.
- Any grant awarded shall be used solely for the purposes stated within this application and according to FCSS perimeters.
- As a condition of accepting financial assistance, access to all financial statements and records having any connection with monies received is hereby granted the Minister of Children’s Services and/or representatives.
- The contribution from the Legal FCSS for this project will be recognized.

President/Chairperson Name: (Please print) _____

President /Chairperson Signature: _____

Treasurer/Other Signing Officer Name & Title:(Please print) _____

Treasurer/Other Signing Officer Signature: _____

Date: _____