

Preventive Social Service Grants

Family and Community Support Services
Policy G10

Policy:	G10 – Preventive Social Service Grants
Policy Department(s):	Family and Community Support Services
Adoption Date:	January 11, 2016
Adoption Reference:	CM20160111.1036
Effective Date:	January 11, 2016
Last Amended:	August 10, 2026

Policy Purpose

To provide guiding principles to the County of Grande Prairie Family and Community Support Services (FCSS) department in providing funding to not for profit organizations that provide preventive social programming and services that fall within the FCSS mandate as determined by the FCSS Act and Regulations.

This policy outlines Council's and the FCSS Advisory Board's role, guiding principles, eligibility requirements, and delegated authority to Administration for the delivery and administration of grant funding to support community based prevention social services programming that benefits County of Grande Prairie residents.

Policy Statement

County of Grande Prairie FCSS believes it is appropriate to assist not for profit organizations with funding to support prevention-based programs and services that enhance the well-being and quality of life for County residents.

Definitions

“FCSS Advisory Board” means members of the Board appointed annually by Council.

“Grants” means non-repayable funds or products disbursed by the County Council to a recipient.

“Not for Profit Organization” means an incorporated nonprofit, registered charity, committee, or association registered under the Alberta Societies Act

“Preventive Social Programming” means programming that helps people improve their quality of life and enhances their capacity to deal with crisis situations should they arise.

Policy Guidelines

Eligibility

1. Grant recipients must:
 - 1.1. Be a not-for-profit organization

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- 1.2. Religious faith-based groups may apply if the program services provide a preventive social service benefit to the broader community, they are a registered charity or incorporated not-for-profit, the Grant funding is not used towards religious activities or programs, and is inclusive to all members of the community, following equity and diversity guidelines.
- 1.3. Deliver preventive social services or programming to serve County residents.
- 1.4. Demonstrate organizational capacity to successfully implement the proposed program or project and provide measurable outcomes.
- 1.5. Demonstrate financial capacity, sound fiscal management, and governance.
- 1.6. Be in good standing with no compliance issues.

Funding

2. Financing for the FCSS grant will come from FCSS funding, or as determined by County Council.
3. County Council will identify a grant allocation budget during the annual budget process.
4. Should additional funds be required after the budget has been established, the FCSS Advisory Board may make the required recommendation to Council for Council's final approval.
5. Each year, the Preventive Social Service grant program has the following sub sections within the grant line to direct the distribution of funds:
 - 5.1. Level 1: Under \$1500.00 – Approved by Administration and intended for short-term / limited-time or single-day programs or events that are prevention-based, and/or align with the FCSS mandate and are not funded within other County grant programs. Examples include, but are not limited to, volunteer recruitment or recognition events, or hosting of preventive social program events.
 - 5.2. Level 2: \$1501.00 - \$7500.00 – Administration will review the application and bring a recommendation to the FCSS Advisory Board for consideration. Applicants may not be required to present to the FCSS Advisory Board. Approvals by the FCSS Advisory Board go to Council for approval.
 - 5.3. Level 3: Over \$7500 – Applicants present a request to the FCSS Advisory Board, which makes recommendations to Council for approval.

Funding Principles

6. Funding decisions will prioritize applications that:
 - 6.1. are preventive in nature;
 - 6.2. align with FCSS legislation,
 - 6.3. respond to identified community needs;
 - 6.4. strengthen personal, family, or community capacity;
 - 6.5. avoid duplication of existing services

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7. Preventive Social Service grant funding will not be provided for:
 - 7.1. capital projects, purchase of motor vehicles, fundraising efforts, or operational costs not related to the funded program or project deficits unless permitted by legislation;
 - 7.2. religious worship, political activity, or private benefit;
 - 7.3. any expenditure prohibited by the FCSS Act or Regulations.

Applications for Funding

8. Application process will be detailed on the County website.
9. Applications over \$1500 must be received through the County's grant application software before the deadline.
10. Applications over \$1500 open June 15 of each year and close on September 1 of each year.
11. Applications under \$1500 can be submitted throughout the year.
12. All applications must be received in the prescribed format. The application process is to be completed online with all required attachments. Paper applications will not be accepted.
13. Applications that do not meet the criteria will not be brought forward for consideration.

Application Review

14. Annually, at the October FCSS Advisory Board meeting, funding requests over \$1500 will be reviewed by the FCSS Advisory Board.
15. Applicants required to present will be allocated a time to present their application to the FCSS Advisory Board and answer any arising questions.

Recommendations of the Board

16. The Board will make recommendations to County Council on each application for consideration at interim budget.

Notification

17. Upon County Council decision at interim budget, each applicant will be advised in writing of the status of their application.

Distribution of Funds

18. Successful applicants will be required to sign a funding agreement. Such agreements will be sent out in January of each year. The funding will be distributed no later than March 15, upon the receipt of the duly signed agreements.

Reporting Requirements

19. Funded organizations shall meet all reporting requirements as outlined in the funding agreement, which includes but is not limited to:
 - 19.1. Financial report related to the organization and the funded project

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- 19.2. A written report highlighting the outcomes of the project
- 20. Failure to submit required reporting may result in ineligibility for future funding.
- 21. Any and all unused funding for the Preventive Social Service grant must be returned to the County.

Risk Management and Insurance

- 22. All grant recipients must be willing to undertake a review process if requested by the County to ensure that insurance compliance and best practices are being followed.

Recognition

- 23. All grant recipients must publicly recognize the contributions that the County made to their project as reasonably requested by Administration.

Attachments

N/A

References

Legal Authorities	Family and Community Support Services Act and Regulations
Related Plans, Bylaws, Policies, Etc.	Policy B1 – Policy Development Policy C31 – Budget Development
Other	Family and Community Support Services Funding Application - available on the County website

Revision History

Review Date	Description
August 10, 2026	Reviewed and Amended CM20260810.006
April 4, 2022	Reviewed and Amended CM20220404.015
August 19, 2019	Reviewed and Amended CAO Policy Review Approval Form
January 11, 2016	Adoption Date CM20160111.1036