



FCSS FUNDING FRAMEWORK

2027-2029



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FAMILY & COMMUNITY SUPPORTS SERVICES (FCSS): OVERVIEW

The City of Grande Prairie has partnered with the Government of Alberta to provide Family and Community Support Services (FCSS) funding since 1966-67. FCSS receives its mandate from the *Family and Community Support Services Act*, the *Family and Community Support Services Regulation*, and the *Family and Community Support Services Accountability Framework*.

FCSS is an 80/20 funding partnership between the Government of Alberta and participating municipalities or Métis Settlements **to develop locally driven prevention-based social initiatives that enhance the well-being of individuals, families, and communities**. The funding partnership is based on a shared understanding that municipalities and Métis Settlements are in the best position to assess community needs, set priorities, and support individuals, families, and communities through preventative social programs and services.

The *FCSS Act* mandates an emphasis on prevention. As stated in the *FCSS Regulation* Section 2.1(1)(b). FCSS programs must do one or more of the following:

- Help people develop independence, strengthen coping skills, and become more resistant to crisis.
- Help people to develop an awareness of social needs (e.g., community needs assessments).
- Help people 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.
- Provide supports that help sustain people as active participants in the community.¹

¹ Government of Alberta, *Family and Community Support Services Regulation* (Edmonton, King's Printer, 2021), https://kings-printer.alberta.ca/1266.cfm?page=1994_218.cfm&leg_type=Regs&isbncln=9780779824540

FCSS FUNDING ELIGIBILITY CRITERIA

To be eligible for FCSS funding, organizations must:

- Provide prevention-based programs or services for Grande Prairie residents and be incorporated for a minimum of one year. FCSS defines prevention as “a proactive process that strengthens the protective factors of individuals, families, and communities to promote well-being, reduce vulnerabilities, enhance the quality of life, and empower people to meet the challenges of life.”
- Be in alignment with the **Provincial Prevention Priorities**.
- Provide accessible, safe, and inclusive programs and services.
- Demonstrate the ability to successfully implement the proposed activity and gather measurable outcomes data that aligns with the **Provincial Prevention Strategies**.
- Demonstrate sound fiscal management and strong board governance.
- Be in good standing with the City of Grande Prairie, with no funding agreements terminated by the City within the past 12 months.

In addition, organizations must ensure the proposed activities, and related expenditures, meet FCSS requirements. Ineligible expenses include:

- The purchase of land or buildings.
- The construction or renovation of a building.
- The purchase of motor vehicles.
- Operational costs of the organization that do not relate to the funded program.
- Municipal property taxes and levies; nor
- Payments to a member of a board or committee other than reimbursement of incidental expenses necessarily incurred in providing volunteer services to the program.

Furthermore, the FCSS Act indicates that services provided under a program must not:

- Be primarily for the recreation needs or leisure time pursuits of individuals.
- Offer direct financial assistance, including money, food, clothing, or shelter, to sustain an individual or family.
- Be primarily rehabilitative in nature; nor
- Duplicate services provided by a government or government agency.

FCSS FUNDING ADMINISTRATION

The City of Grande Prairie's FCSS funding is administered through the Housing & Community Development department in partnership with the Government of Alberta. Most FCSS programming in Grande Prairie is delivered by local community service providers, with select services provided directly by the City, including the [City's Home Support Program](#), the [Youth Advisory Council](#), and the [Grande Prairie & Area Community Compass](#), a partnership with the County of Grande Prairie FCSS.

The City's responsibilities for administering FCSS funding include:

- Allocating FCSS funding.
- Monitoring FCSS funded programs and outcomes.
- Ensuring alignment with provincial requirements.
- Reporting to the Government of Alberta.

FCSS funding supports prevention-focused programs and initiatives that strengthen the well-being of individuals, families, and the broader community. To ensure funding reflects local needs, the City also does the following:

- Engages with residents and community organizations.
- Identifies emerging needs and service gaps.
- Uses local data and research to inform decisions.

This approach ensures FCSS investments are responsive, evidence-based, and aligned with community priorities.

All FCSS-funded activities must also align with the *FCSS Accountability Framework*, including provincial prevention priorities and program requirements.

STRATEGIC ALIGNMENT

While the Government of Alberta's new *FCSS Accountability Framework* provides a clear definition of prevention and sets provincial prevention priorities to support local planning, program design, and evaluation, the City's funding decisions for the 2027-2029 funding cycle are also guided by local strategic priorities, investment goals, and data.

Applicants are required to review the following documents prior to submitting applications for FCSS funding.

1. FCSS Accountability Framework (2023)

The *FCSS Accountability Framework* sets out provincial prevention priorities, strategies, and provides clear direction on approved delivery models, intended outcomes, and key performance measures for FCSS-funded activities.

Provincial Prevention Priorities:

- Homelessness & Housing Insecurity
- Mental Health & Addictions
- Employment
- Family & Sexual Violence
- Aging Well in Community

➤ **For a summary of key information from the *FCSS Accountability Framework*, please refer to [Appendix 1](#).**

2. The City of Grande Prairie's 2026-2029 Strategic Plan

After each municipal election, City Council sets strategic priorities for the next four years.

The City's Strategic Priorities for 2026-2029:

- Economic Opportunity & Resilience
- Community Empowerment & Livability
- Infrastructure & Financial Responsibility
- Purposeful Leadership & Government

3. 2025/2026 Social Needs Assessment

The *2025/2026 Social Needs Assessment* is informed by community engagement and local input, providing a snapshot of local needs to guide program planning, policy development, and FCSS funding decisions for the 2027–2029 cycle.

Local FCSS Investment Goals:

- Connect Individuals and Families to Supports
- Build Community Belonging and Resilience
- Encourage Youth Engagement and Employment Readiness
- Strengthen Child, Youth, and Family Wellbeing
- Support Aging Well Together Initiatives

4. Aging Well Together 2025 Priorities & Goals

Launched in 2024, the City's *Aging Well Together 2025 Priorities & Goals* were shaped by community engagement to better understand the needs of residents aged 55 and older, who make up 19.3% of Grande Prairie's population. In 2025, City Council approved the initiative's priorities, setting a clear path to strengthen age-friendliness across the community.

Aging Well Together Priorities:

- Accessibility, Mobility and Connectivity
- Communication and Technology
- Affordable Living
- Social Participation, Recreation, and Wellness
- Community Supports & Health Services

LOCAL FCSS INVESTMENT GOALS

Local FCSS investment goals reflect key needs identified through the Community Supports & Services Survey and FCSS engagement sessions.

Local FCSS Investment Goals
Connect Individuals and Families to Supports
Build Community Belonging and Resilience
Encourage Youth Engagement and Employment Readiness
Strengthen Child, Youth and Family Wellbeing
Support Aging Well Together Initiatives

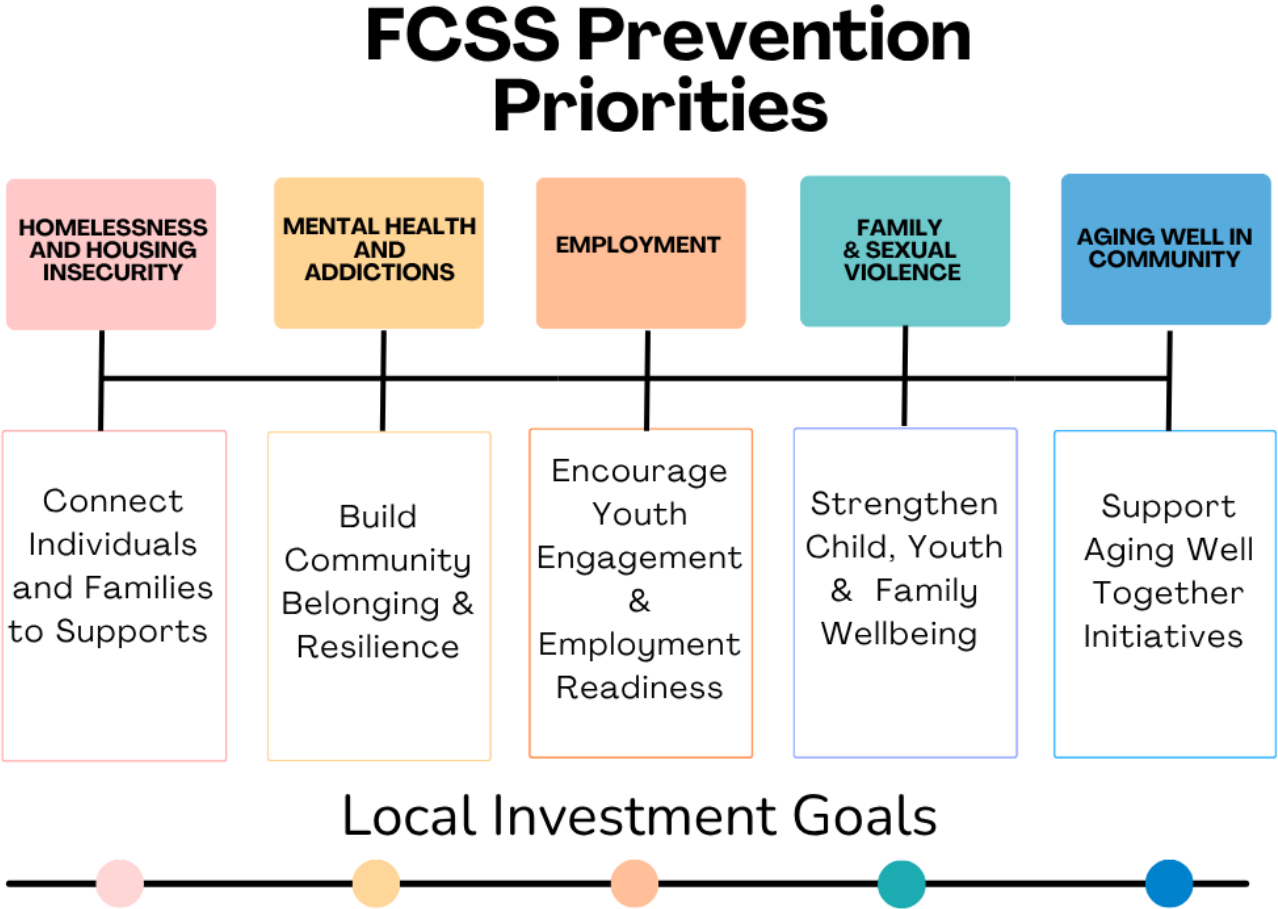
These goals are intended to guide local funding decisions while keeping in alignment with the Provincial Prevention Priorities.

All FCSS-funded activities must:

- Align with at least one Provincial Prevention Priority, and
- Demonstrate how they support one or more of the Local FCSS Investment Goals.

Figure 1 provides an example of how the Local FCSS Investment Goals align with the Provincial Prevention Priorities. Because community needs are interconnected, many programs may align with multiple priorities and goals. Therefore, organizations will need to decide which priorities and goals best align with their organization’s overall mandate and the expected program outcomes.

Figure 1: Provincial Prevention Priorities and Local FCSS Investment Goal Alignment



Description of the Local FCSS Investment Goals

- 1. Connect Individuals and Families to Supports:** Enhance awareness and access to community programs and services, and support individuals and families in navigating available resources, including those that address basic needs.
- 2. Build Community Belonging & Resilience:** Foster belonging and resilience by supporting inclusive community initiatives that promote mental wellbeing, healthy relationships and collaborative responses to complex or emerging social challenges.

3. **Encourage Youth Engagement & Employment Readiness:** Encourage youth to build foundational life skills, confidence, and readiness for the future through affordable, youth-centered programs delivered in welcoming spaces that support positive mental health, reflect their interests, and strengthen their connection to the community.
4. **Strengthen Child, Youth & Family Wellbeing:** Strengthen the social, emotional, and developmental wellbeing of children, youth, and families by recognizing that healthy development is supported through strong parenting, nurturing caregiving, and positive relationships.
5. **Support Aging Well Together Initiatives:** Support older adults to remain connected, engaged, and independent through community-based, prevention-focused programs that strengthen aging-in-place supports and social connection.

➤ Please see [Appendix 2](#) for a sample showing FCSS program alignment.

COMMUNITY COLLABORATION

Collaboration is a core value in the *City of Grande Prairie's 2026-2029 Strategic Plan*, aligning with the priority of Community Empowerment. The City is committed to working with FCSS-funded organizations and other partners to address unmet needs, fill gaps in social supports and services, and respond to complex community issues.

As no single organization can meet the full range of needs individuals and families may experience, FCSS funding supports coordinated, community-based approaches that emphasize connection, shared responsibility, and collective solutions.

System Navigation

A key part of collaboration is system navigation, which is central to FCSS funded work. Funded organizations are expected to play a role within the system by:

- Helping individuals understand available supports.
- Connecting individuals and families to other programs and services through warm referrals, as needed.
- Working alongside other providers to ensure continuity of support.

Collective Impact Initiatives

Collaboration also goes beyond participation in committees. It involves organizations working together toward shared goals and outcomes through collective impact initiatives by:

- Aligning efforts around common priorities.
- Shared responsibility for outcomes and measuring impact.
- Coordinating actions to address complex and interconnected needs.

What this means for applicants:

As collaboration is a core value and community empowerment is a key priority of Council, applicants are expected to demonstrate how their proposed activities:

- Connect with other services or supports in the community by identifying partnerships or collaborative relationships, where relevant.
- Contribute to a coordinated system that ensure individuals and families are matched to the best supports and services to meet their needs by providing navigation and referral services, where appropriate.

FCSS FUNDING APPLICATION PROCEDURES

The City will be using competitive Request for Proposals (RFP) process to fund eligible activities under two streams:

- 1. Programs**
- 2. Community Development & Capacity Building**

FCSS funding will be awarded for a three-year cycle, with the first payment issued in January 2027.

The City awards FCSS funding in accordance with the following Council policies:

- **Policy No. 310: Procurement**
- **Policy No. 364: Family & Community Support Services (FCSS) Funding**

All FCSS-funded activities must align with one or more of the activity categories defined in the **FCSS Accountability Framework Training Package**, p. 14-18, which provides further description and examples of activity options. A chart can also be found in **Appendix 1**.

- **As per Council's motion on June 22, 2026, the FCSS funding available for external investments will be distributed between the two funding streams, with 80% directed towards Programs and 20% to Community Development and Capacity Building.**

FCSS Funding Streams

1. Programs Stream

Programs are services that support community members as active participants, typically through ongoing or recurring participation. A summary of FCSS-eligible program types and sub-types can be found in **Table 1**.

Table 1: FCSS Eligible Activity Categories & Sub-Types (Programs)

Activity Categories	Sub-Types
Mental Health Promotion	<ul style="list-style-type: none"> ➤ Support/Psychoeducational Groups ➤ Short-Term Counselling ➤ Awareness & Education Programs
Home Support	<ul style="list-style-type: none"> ➤ At-Home Supports ➤ Meal/Food Delivery
Child Development & Caregiver Support	<ul style="list-style-type: none"> ➤ Parenting/Family/Caregiver Programs ➤ Early Childhood Development, Preschools and Play Groups
School-Aged Camps & Drop-in Programs	<ul style="list-style-type: none"> ➤ Camps ➤ Drop-in Programs
Skill Building Programs	<ul style="list-style-type: none"> ➤ General Life Skills ➤ Employability Skills ➤ Financial Literacy ➤ Mentorship & Leadership Programs
Healthy Relationship Programs	<ul style="list-style-type: none"> ➤ School-Aged Healthy Relationship Programs ➤ Family, Gender-Based, Age-Based Violence Prevention
Community Outreach	<ul style="list-style-type: none"> ➤ Community Workers ➤ Outreach Workers ➤ System Navigation and Other Support Services ➤ Family School Liaison Workers ➤ Outreach Centres/Programs
Group-Based Social Connection/Social Well Being Programming	<ul style="list-style-type: none"> ➤ No specific sub-types

- As per Council's motion, funding allocated to the Programs stream will be distributed across the five Provincial Prevention Priorities, as outlined in Table 2.

Table 2: Funding Allocation – Programs Stream Only

Provincial Prevention Priority	Program Funding Allocation
Homelessness & Housing Insecurity	10%
Mental Health & Addictions	25%
Employment	10%
Family & Sexual Violence	40%
Aging Well in Community	15%

2. Community Development & Capacity Building Stream

This stream is for initiatives involving collaboration with other organizations to support and strengthen the community. It includes activities that help people, groups, and services grow, connect, and build a stronger, more supportive community.

Table 3: FCSS Eligible Categories (Community Development & Capacity Building)

Activity Categories	Details
Volunteerism	➤ Activities that strengthen volunteerism across the community, this involves volunteer training, recognition, and/or development.
Staff and Board Development	➤ Activities that help build the skills and competencies of organizational leaders and board members in the community.
Partnerships and Agency Capacity Building	➤ Collective impact initiatives to address complex needs identified in the community. Proponents applying to backbone collective impact initiatives will be required to submit a minimum of four letters of support from community organizations willing to participate.

Please note that **Table 1 & 3** are adapted from the *[FCSS Accountability Framework Training Package](#)*, p. 14. The sub-type examples listed in **Table 1 & 3** are not exhaustive, and applicants may propose other prevention-focused activities that align with FCSS requirements.

Applying for FCSS Funding

1. Request for Proposals (RFP) for FCSS funding for the 2027-2029 funding cycle will open in early July 2026, on the City's Bids & Tenders site.

The anticipated RFP schedule is detailed in **Table 4** below. Please note dates are subject to change.

Table 4: FCSS Funding Application Schedule

RFP Schedule	Important Dates
FCSS 101 Information Session	Early July 2026
Posting of RFP	Early July 2026
Closing of RFP	Early September 2026
Evaluation Period	September 2026
Intent to Award Letters Distributed	October 2026
Funding Agreement Negotiations	October – November 2026
Funding Agreements Signed	November - December 2026
New Funding Agreements in Effect	January 1, 2027, to December 31, 2029

2. Full application and submission instruction will be available on the City's Bids & Tenders site when the submission period opens, where proponents will be able to download details and submit proposals until the closing date.

Please note that all applications must be submitted through the Bids & Tenders system.

- More details and registration information can be found at:
<https://cityofgp.bidsandtenders.ca/Module/Tenders/en>

3. Prospective applicants are encouraged to be innovative and collaborative in their proposals, and should ensure they consider the following:

Questions for the Planning Stage:

- ✓ Does your proposed activity align with the FCSS Accountability Framework, including the provincial prevention priorities, strategies and activity categories?

- | |
|---|
| ✓ Is there research, data or other evidence available to support that your proposed activity will meet an identified need within the community and/or what is innovative about your proposal? |
| ✓ What community collaboratives, leadership tables, or other initiatives is your organization currently involved in? |

4. Non-profit organizations must demonstrate that their Board Chair/President, plus one additional member from their Board of Director's, has completed the following Board Development training within the past 2 years, or are committed to completing the recommended training before January 1st, 2027.

Recommended Training	Contact
<u>Alberta Board Member Essentials</u>	Edmonton Chamber of Voluntary Organizations (ECVO): <u>https://www.ecvo.ca/what-we-do/course-listing/abme/</u>

- **Discount codes for Alberta Board Member Essentials are available for Grande Prairie residents by emailing: FCSSGP@cityofgp.com**

5. Applicants should be prepared to submit a full budget for their proposal. Funding requests of up to \$135,000 per year may be submitted for each program or initiative.

A comprehensive and realistic budget is a critical component of all FCSS funding applications. Applicants are expected to demonstrate the financial sustainability of their proposed activity, recognizing that FCSS funding is not intended to support the full cost of a program, nor can it be used to supplement program funding received through other Provincial grants.

- **As per Council's motion, a maximum annual FCSS funding cap of \$135,000 per program or initiative is in effect for the 2027-2029 funding period. This represents the maximum amount of funding a single program or initiative may be eligible to receive each year, not the amount successful proponents will be awarded.**

Proposed budgets should clearly identify additional sources of revenue, including grants, organizational contributions, fundraising, and gifts-in-kind, to illustrate diversified support, using the template provided.

- A sample budget template is provided in [Appendix 3](#) to assist applicants in planning their submission.

6. Complete applications must include the required attachments, including the signature of the organization’s Board Chair or President. Applicants should be prepared to submit the required and optional attachments (when applicable) with their proposal. If required attachments are missing, the application will not be scored. The additional supporting documents should be available for review if/when requested.

Required Attachments
<input checked="" type="checkbox"/> Application Form
<input checked="" type="checkbox"/> Budget
<input checked="" type="checkbox"/> Letters of Support* (if applicable)
Optional Attachments
<input checked="" type="checkbox"/> Alberta Board Member Essentials Training Certificates (if available)
<input checked="" type="checkbox"/> Program data and/or needs assessments supporting the proposal (if available)
Additional Supporting Documents
<input checked="" type="checkbox"/> Certificate of Incorporation
<input checked="" type="checkbox"/> Insurance Certificate
<input checked="" type="checkbox"/> WCB Clearance Letter
<input checked="" type="checkbox"/> Organizational Chart
<input checked="" type="checkbox"/> Current list of Board of Directors, with profiles and contact information
<input checked="" type="checkbox"/> Organizational Bylaws
<input checked="" type="checkbox"/> Minutes from the last Annual General Meeting (AGM)
<input checked="" type="checkbox"/> Current Strategic Plan
<input checked="" type="checkbox"/> Audited Financial Statements (for the most recent fiscal year available-2025)

***Letters of Support:** Proposals involving community partners, including schools, must include a letter of support from each named partner. Programs requiring access to minors in schools

must also provide a letter from the appropriate school division superintendent. Collective Impact initiatives require a minimum of four letters of support from collaborating community organizations.

Application Review and Assessment

Once the submission period closes, all proposals will be reviewed by a committee and scored using a pre-developed scoring matrix. A strong application will have answered the questions fully, thoughtfully, and concisely using specific examples and references where appropriate.

Applications will be assessed based on the following:

- Organizational Experience, Capacity, and Sustainability
- Understanding of the Identified Issue and Local Context
- Alignment with Provincial Prevention Priorities, Local FCSS Investment Goals, and FCSS Prevention Strategies
- Participant Changes and Prevention-Focused Approach
- Program or Initiative Design, Delivery, Accessibility, and Risk Mitigation
- Connection, Navigation, Collaboration, and Community Capacity Building
- Anticipated Reach and Community Impact
- Budget Alignment, Reasonableness, and Value for Investment

Once the applications have been evaluated, successful proponents will receive a notification from the City that there is an intent to award funding.

- **Please note that successful proponents may not receive the full amount of funding requested.**

FCSS FUNDING AGREEMENTS & REPORTING

FCSS Funding Agreements

Funding agreement discussions will occur with successful proponents in fall 2026, where City Administration will work to confirm the amount of funding offered, finalize the budget, and ensure that there is a mutual understanding of the deliverables and outcome measurements required for FCSS-funded activities.

- **All FCSS Funding Agreements must be signed by the end of December 2026, as they become effective January 1, 2027.**

FCSS Reporting Requirements

Organizations are not expected to design their own reporting templates. If your activity is receiving FCSS funding, the City will assist by:

1. Identifying applicable outcomes and indicators with your team.
 2. Assigning appropriate Key Performance Measures (KPMs) and advise on tracking methods.
 3. Providing City-issued FCSS reporting and budget templates tailored to your program.
 4. Meeting with organizations on a quarterly basis to discuss successes and challenges.
- **Reporting will be due semi-annually for the length of the Funding Agreement. Mid-year reporting is due in July and year-end reporting is due by the end of January.**

REFERENCES & KEY RESOURCES

City of Grande Prairie. *Aging Well Together: 2025 Priorities and Goals*. Grande Prairie, AB: City of Grande Prairie, 2025. <https://cityofgp.com/culture-community/social-programs-and-initiatives/aging-well-together>

City of Grande Prairie. Bids & Tenders (website): <https://cityofgp.bidsandtenders.ca/Module/Tenders/en>

City of Grande Prairie. Grande Prairie & Area Community Compass (website): <https://cityofgp.com/culture-community/social-programs-and-initiatives/community-compass>

City of Grande Prairie. *Policy No. 310: Procurement*. Grande Prairie, AB: City of Grande Prairie, 2018. https://cityofgp.com/sites/default/files/2022-01/policy_310.pdf

City of Grande Prairie. *Policy No. 364: Family & Community Support Services*. Grande Prairie, AB: City of Grande Prairie, 2025. <https://cityofgp.com/sites/default/files/2025-06/364%20FCSS%20Funding%20Policy%20-%20web.pdf>

City of Grande Prairie. *Strategic Plan 2026-2029*. Grande Prairie, AB: City of Grande Prairie, 2026. <https://cityofgp.com/city-government/mayor-city-council/councils-strategic-plan>

Edmonton Chamber of Voluntary Organizations (ECVO). "Alberta Board Member Essentials" (course): https://www.ecvo.ca/what-we-do/course-listing/abme/?utm_source=chatgpt.com

Government of Alberta. *Family and Community Support Services Accountability Framework*. 2022. <https://open.alberta.ca/dataset/d261ab1f-2926-4436-aa50-a994d606520e/resource/919134b3-209c-4ea9-ab10-7a0d1b9f2c31/download/scss-family-and-community-support-services-accountability-framework.pdf>

Government of Alberta. *Family and Community Support Services Act. Revised Statutes of Alberta 2000, c F-3*. https://kings-printer.alberta.ca/1266.cfm?page=F03.cfm&leg_type=Acts&isbncln=9780779860203

Government of Alberta. *Family and Community Support Services Regulation. Alta. Reg. 218/94*. https://kings-printer.alberta.ca/1266.cfm?page=1994_218.cfm&leg_type=Regs&isbncln=9780779824540

Family and Community Support Services Association of Alberta (FCSSAA). *Accountability Framework Training Resources* (website): <https://fcssaa.org/accountability-framework-training/>

Family and Community Support Services Association of Alberta (FCSSAA). *FCSS Accountability Framework Reporting Training Package*: 2025. <https://fcssaa.org/wp-content/uploads/2025/10/FCSS-Accountability-Framework-Training-Package.pdf>

Family and Community Support Services Association of Alberta (FCSSAA). *Survey Question Catalogue*. 2026. <https://fcssaa.org/wp-content/uploads/2025/10/FCSS-Accountability-Framework-Survey-Question-Catalogue.pdf>

Tamarack Institute. *Collective Impact Toolkit* (website): <https://www.tamarackcommunity.ca/collective-impact-toolkit>

APPENDIX 1: FCSS ACCOUNTABILITY FRAMEWORK SUMMARY

The new *Family and Community Support Services (FCSS) Accountability Framework* provides a clear, consistent definition of prevention, identifies provincial prevention priorities and strategies, and strengthens accountability by using an outcomes model to show the impact of FCSS-funded work. The following information is only intended to provide an overview of the basic information that funded organizations need to know, as any FCSS funded activities must align with the framework.

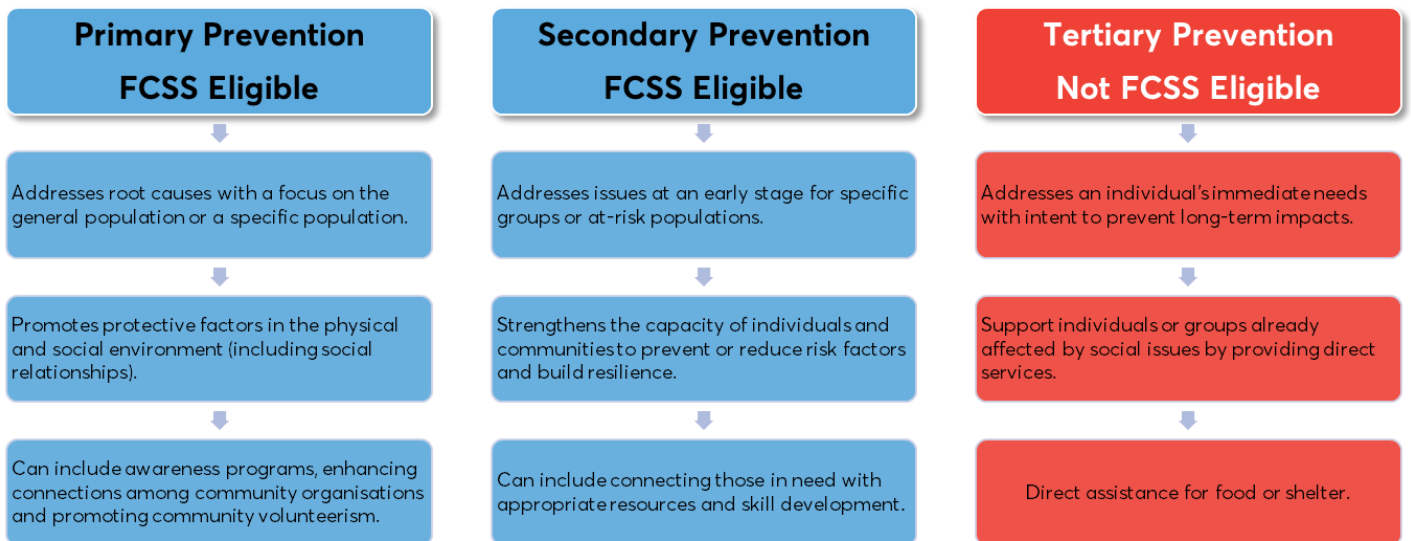
What is Prevention?

The focus of FCSS funded activities is on prevention-based social initiatives. The provincial definition of prevention is:

A proactive process that strengthens the protective factors of individuals, families, and communities to promote well-being, reduce vulnerabilities, enhance quality of life, and empowers them to meet the challenges of life.

Prevention exists along a continuum and **FCSS funded activities are limited to primary and secondary prevention initiatives** intended to help individuals and families avoid crisis (see **Figure 2**, adapted from the *FCSS Accountability Framework*, p. 7). Tertiary prevention, which involves direct support, is outside the FCSS mandate and is only permitted during a public health emergency or under Minister-approved extenuating circumstances.

Figure 2: The FCSS Prevention Continuum



Provincial Prevention Priorities

Healthy individuals and families are a sign of a strong, connected community. Local FCSS programs help prevent social problems by focusing on root causes. The Government of Alberta has identified five provincial prevention priorities where proven strategies can strengthen protective factors and support community wellbeing.

All FCSS funded activities must align with at least one of the Provincial Prevention Priorities listed below:

- Homelessness and Housing Insecurity
- Mental Health and Addictions
- Employment
- Family and Sexual Violence
- Aging Well in Community

Provincial Prevention Strategies

FCSS funded activities should apply at least one of the following provincial prevention strategies to strengthen protective factors for individuals, families, and communities. Local FCSS programs may apply these strategies in ways that respond to local needs and enhance protective factors.

All FCSS funded activities must align with at least one of the Provincial Prevention Priorities listed below:

- Promote and encourage active engagement in the community.
- Foster a sense of belonging.
- Promote social inclusion.
- Develop and maintain healthy relationships.
- Enhance access to social supports.
- Develop and strengthen skills that build resilience.

Eligible FCSS Activity Categories & Descriptions

All FCSS-funded activities must fall within one of the following four categories and/or their respective subtypes (see Figure 3):

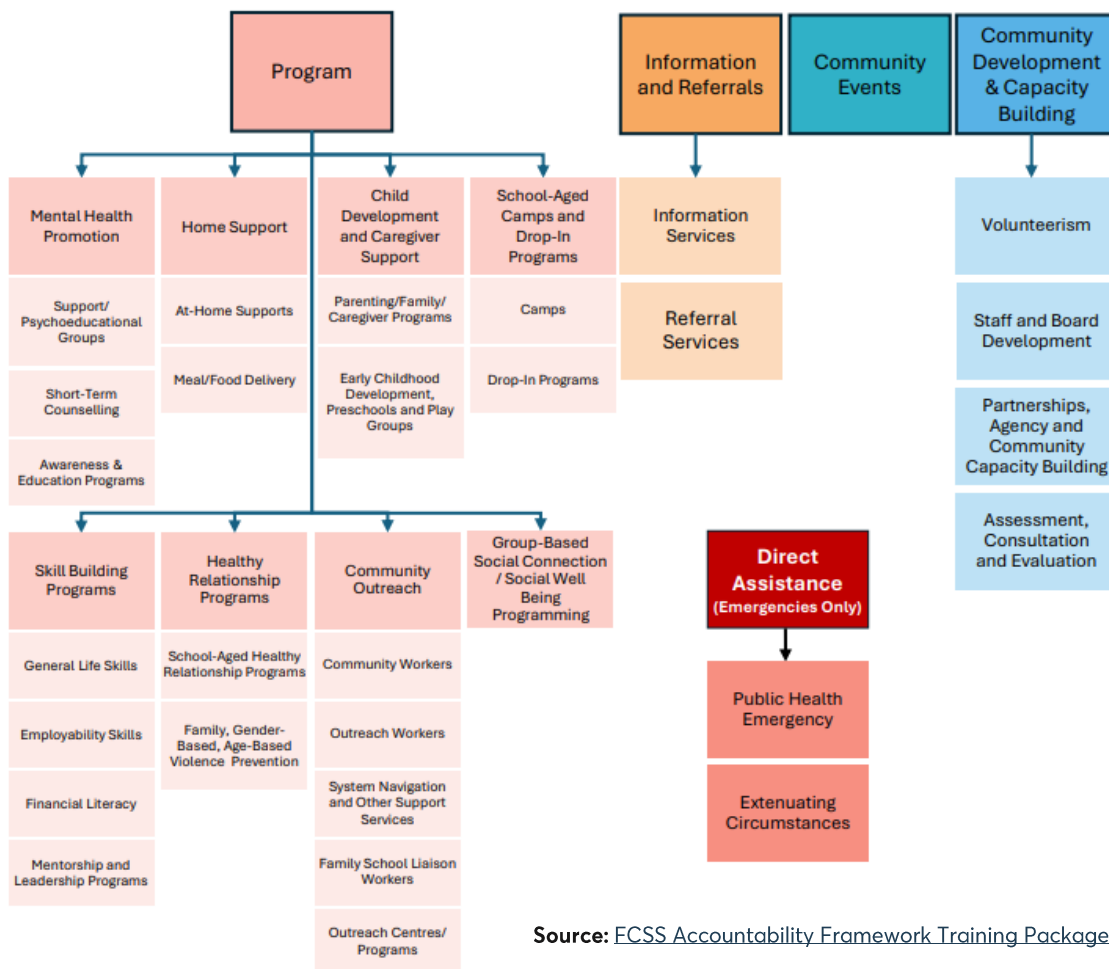
Programs: Programs are services that support community members as active participants. Participation is typically ongoing or recurring, with people attending multiple times.

Information and Referrals: Information & Referrals include times when staff or volunteers share service information with community members or help direct them to another support. These are typically brief, one-off interactions.

Community Events: Community Events are planned, usually one-time gatherings that help bring people together and build a sense of connection. They often happen around a specific date or season (like a holiday or day of remembrance), may follow a meaningful theme, and are counted by attendees rather than participants.

Community Development & Capacity Building: Community Development and Capacity Building includes work led by staff and/or volunteers to help strengthen communities by supporting and improving FCSS programs, such as volunteerism; staff and board development; partnerships, agency and community capacity building; and assessment, consultation and evaluation.

Figure 3: FCSS Activity Categories and Descriptions



Source: FCSS Accountability Framework Training Package, p.14 (FCSSAA)

FCSS Key Performance Measures

FCSS funded activities are expected to collect data for reporting purposes. Data collection requirements depend on the activity category type. However, the KPMs are separated into **Count Based KPMs** and **Survey Based KPMs**.

Please note that FCSS programs are not expected to design their own survey questions for FCSS reporting purposes. The survey questions required for each program will be discussed and selected during Funding Agreement negotiations.

- **Survey Question Catalogue examples can be reviewed at:**

<https://fcssaa.org/wp-content/uploads/2025/10/FCSS-Accountability-Framework-Survey-Question-Catalogue.pdf>

FCSS Accountability Framework Training Materials

The Family and Community Support Services Association of Alberta (FCSSAA) has created numerous resources that help provide guidance on understanding the **FCSS Accountability Framework** and reporting requirements.

- **FCSSAA Training Materials, including video training modules, can be found here: <https://fcssaa.org/accountability-framework-training/>**

APPENDIX 2: PROGRAM ALIGNMENT (EXAMPLE)

Program Name: City of Grande Prairie Home Support Program

Activity Categorization:

- Program
 - Sub-type: Home Support
- Community Development & Capacity Building

Provincial Prevention Priority (select best fit):

- Homelessness and Housing Insecurity
- Mental Health and Addictions
- Employment
- Family and Sexual Violence
- Aging Well in Community

Provincial Prevention Strategies (select all that apply):

- Promote and encourage active engagement in the community.
- Foster a sense of belonging.
- Promote social inclusion.
- Develop and maintain healthy relationships.
- Enhance access to social supports.
- Develop and strengthen skills that build resilience.

Local FCSS Investment Goals (select best fit):

- Connect Individuals and Families to Supports
- Build Community Belonging and Resilience
- Encourage Youth Engagement and Employment Readiness
- Strengthen Child, Youth and Family Wellbeing
- Support Aging Well Together Initiatives

APPENDIX 3: FCSS PROGRAM BUDGET (SAMPLE)

FCSS Funding					
FCSS Reporting YEAR:	2026-2029				
Organization Name:	Example				
Project/Program Name:	Community Navigator				
	2027	2028	2029	4 Year Total	
REVENUE	DESCRIPTION				
FCSS - City		\$ 78,555.00	\$ 83,841	\$ 89,454	\$ 251,850.00
Provincial Grant					\$ -
Federal Grant					\$ -
Corporate Donations					\$ -
Individual Donations					\$ -
Membership Fees					\$ -
Fundraising					\$ -
Foundations/Charity Trusts					\$ -
Sale of Goods and Services					\$ -
Other in-kind contributions	In-kind expenses here related to the program, Admin,HR,Director,supervisor	\$ 20,645	\$ 21,318	\$ 21,746	\$ 63,709.45
	Total Revenues	\$ 99,200	\$ 105,159	\$ 111,200	\$ 315,559
EXPENDITURES	DESCRIPTION				
Salaries	1 FTE (\$30.63/hr)	\$ 59,896.00	\$ 64,301	\$ 68,978	\$ 193,175.00
MERC's	1 FTE (\$30.63/hr)	\$ 11,979.00	\$ 12,860	\$ 13,796	\$ 38,635.00
Accounting and Audit					\$ -
Evaluation Costs					\$ -
Membership Fees					\$ -
Office Supplies & Stationery	Program materials and activity supplies	\$ 300	\$ 300.00	\$ 300.00	\$ 900.00
Program Supplies					\$ -
Printing/ Advertising					\$ -
Seminar/ Conference	TBD	\$ 500	\$ 500.00	\$ 500.00	\$ 1,500.00
Telephone/Fax (internet)					\$ -
Training Courses					\$ -
Travel	Annual conference	\$ 2,500	\$ 2,500.00	\$ 2,500.00	\$ 7,500.00
Volunteer Recognition					\$ -
Mileage	\$0.72/km as per City reimbursement rate	\$ 200	\$ 200.00	\$ 200.00	\$ 600.00
Telephone	\$40/month * 12	\$ 480	\$ 480.00	\$ 480.00	\$ 1,440.00
Computer	\$225/month *12 includes IT	\$ 2,700	\$ 2,700	\$ 2,700	\$ 8,100.00
In Kind expenses	In-kind expenses here related to the program, Admin,HR,Director,supervisor	\$ 20,645	\$ 21,318	\$ 21,746	\$ 63,709.00
	Total Expenditures	\$ 99,200	\$ 105,159	\$ 111,200	\$ 315,559
	NET	\$ 0	\$ 0	\$ -	\$ 0
Percentage of project funded by FCSS		79%	80%	80%	80%

