



Family and Community Supports Services Rocky View County 2025 Funding Application and Report

☐ Funding Application

☒ Annual Report



	General Funding Large (\$10,000 and over)	General Funding Small (under \$10,000)	Special Project (\$7,500 and under)	Total
FCSS Funding Request				
FCSS Funding Received (actual)				

1. AGENCY INFORMATION

Agency Name	
Program/Project Name	
Program Contact	
Contact Phone	
Executive Director	
Email	
Website	
Mailing Address	
Fiscal Agent (if required)	

2. ORGANIZATION TYPE

Alberta Societies Act Registration Number	
Charitable Number (if applicable)	
Government Agency (if applicable)	
Other (please specify)	

2.1 Please provide a brief overview of your agency, include mission, mandate, short history. [1/4 page max]

2025 FCSS Funding Application & Report

AGENCY NAME	PROGRAM/PROJECT NAME	GRANT AMOUNT REQUESTED	% OF TOTAL PROGRAM BUDGET	GRANT AMOUNT AWARDED

Please check which of the FCSS Rocky View Priorities your program/project will address:

- ☐ Mental Health Supports
☐ Senior Supports
☐ Child, Youth, and Family Supports
☐ Other

3. PROGRAM/PROJECT LOGIC MODEL

3.1 Program/Project Description [1/2 page max]

Provide a brief description of the program you are applying for funding for.

3.2 Statement of Need: [1/2 page max]

What community issue, need or situation are you responding to?

What evidence do you have to support that this is an issue, i.e. local data, trends, reports?

3.3 Rationale: [1/2 page max]

Given the evidence above, **how** will your strategy help you achieve your outcomes, i.e. best practices, research?

Why will your strategy help you achieve your outcomes?

3.4 Program/Project Design: [1 page max]

Briefly describe your program/project.

How are you going to address the issue, need or situation?

What are the actions/steps/activities? How often will these activities take place and for how long?

3.5 Community Connections: [1/2 page max]

What existing or new connections will you use to support your program/project?

How will County residents know about your program/project, i.e. marketing, engagement events etc.?

3.6 Collaborative Partnerships: [1/2 page max]

What existing or new partnerships will you leverage to advance your program/project?

3.7 Volunteerism: [1/2 page max]

How will County residents engage in volunteer activities in your program/project?

3.8 Was your program/project implemented as planned above? If yes, proceed to the next sections of the annual reporting. If not, why? What changed? How did it go? [1/2 page max]

**Please note if you are not able to implement your program/project as stated above, you must get permission from Rocky View County before proceeding*

4. IMPACTS & OUTPUTS

4.1 Outcomes [1/2 page max]

What change or impact do you want to achieve?

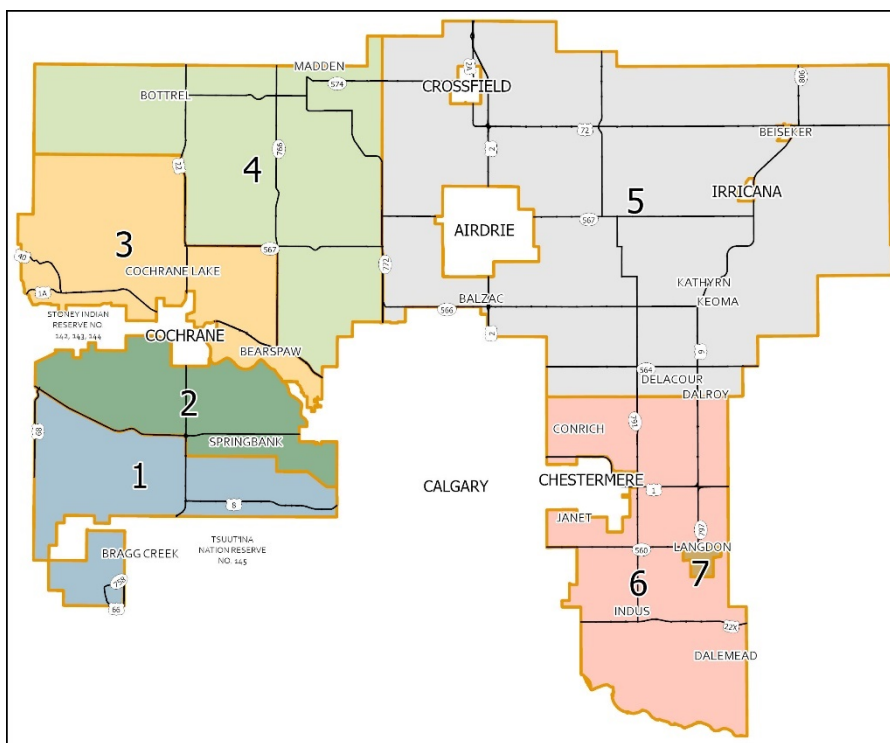
**Please complete section 5 below, and list the Program/Project Outcomes you have identified and are measuring for your program/project*

4.2 Target Group [1/2 page max]

Who will be served in your program/project, i.e. youth, families, seniors, volunteers?

4.3 Program/Project Location**Where** is program/project to be offered in the County?**Please check all divisions that apply.*

- ☐ DIVISION 1
- ☐ DIVISION 2
- ☐ DIVISION 3
- ☐ DIVISION 4
- ☐ DIVISION 5
- ☐ DIVISION 6
- ☐ DIVISION 7

**4.4 Anticipated and Actual Number of Individual Participants Served for this program/project**

	All Individuals Anticipated	All Individuals Actual	County Residents Anticipated	County Residents Actual
# of Volunteers				
# of Volunteer Hours				
# children and youth (under 18)				
# adults (18 +)				
# seniors (65 +)				
Total individuals served				

5. OUTCOMES and MEASUREMENT**MANDATORY** for all funding streams.**5.1 Program/Project Outcome Statement:**

Alignment with the FCSS Outcomes Model: Provincial Outcome	Alignment with the FCSS Outcomes Model: Provincial Indicator	FCSS Measures Bank Measure Number:	Measure(s): <i>Write the measure (survey question) as it is in the measures bank and exactly as you will write it on your survey.</i>						
Provincial Outcome:	Provincial Indicator:		1.						
*If Individual Outcome # 3 - Include Asset Category:			<table border="1"> <tr> <td>Scale Used:</td> <td># completing measurement tool: _____</td> </tr> <tr> <td></td> <td># completing this measure: _____</td> </tr> <tr> <td></td> <td># experiencing a positive change: _____</td> </tr> </table>	Scale Used:	# completing measurement tool: _____		# completing this measure: _____		# experiencing a positive change: _____
		Scale Used:	# completing measurement tool: _____						
	# completing this measure: _____								
	# experiencing a positive change: _____								
			2. (if more than one measure for this outcome)						
			<table border="1"> <tr> <td>Scale Used:</td> <td># completing measurement tool: _____</td> </tr> <tr> <td></td> <td># completing this measure: _____</td> </tr> <tr> <td></td> <td># experiencing a positive change: _____</td> </tr> </table>	Scale Used:	# completing measurement tool: _____		# completing this measure: _____		# experiencing a positive change: _____
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	# completing this measure: _____								
	# experiencing a positive change: _____								

OPTIONAL for General Funding – Large Only**5.2 Program/Project Outcome Statement:**

Alignment with the FCSS Outcomes Model: Provincial Outcome	Alignment with the FCSS Outcomes Model: Provincial Indicator	FCSS Measures Bank Measure Number:	Measure(s): <i>Write the measure (survey question) as it is in the measures bank and exactly as you will write it on your survey.</i>						
Provincial Outcome:	Provincial Indicator:		1.						
If Individual Outcome # 3 - Include Asset Category:			<table border="1"> <tr> <td>Scale Used:</td> <td># completing measurement tool: _____</td> </tr> <tr> <td></td> <td># completing this measure: _____</td> </tr> <tr> <td></td> <td># experiencing a positive change: _____</td> </tr> </table>	Scale Used:	# completing measurement tool: _____		# completing this measure: _____		# experiencing a positive change: _____
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	# completing this measure: _____								
	# experiencing a positive change: _____								

CONTINUED OPTIONAL for General Funding – Large Only**5.3 Program/Project Outcome Statement:**

Alignment with the FCSS Outcomes Model: Provincial Outcome	Alignment with the FCSS Outcomes Model: Provincial Indicator	FCSS Measures Bank Measure Number:	Measure(s): <i>Write the measure (survey question) as it is in the measures bank and exactly as you will write it on your survey.</i>
Provincial Outcome:	Provincial Indicator:		1.
If Individual Outcome # 3 - Include Asset Category:			Scale Used: # completing measurement tool: _____
			# completing this measure: _____ # experiencing a positive change: _____
			2. (if more than one measure for this outcome)
			Scale Used: # completing measurement tool: _____
			# completing this measure: _____ # experiencing a positive change: _____

6. ADDITIONAL INFORMATION

Identify Outcome Measurement Tool(s) Used:

☐ Self-Report Survey ☐ "Other" Report Survey ☐ Verbal Survey

Outcome Measurement Tool(s) used – when administered

☐ Pre/Post ☐ Reflective Pre/Post ☐ Post-Only
7. PROPOSED AND ACTUAL PROGRAM/PROJECT BUDGET

- **Complete the 2025 Budget Template at the bottom of this application.**
- **Fill in the Required Information:**
 - Complete all relevant sections of the form.
 - Ensure that all figures are accurate and up to date.
 - If any field is not applicable, please mark it as "N/A".
- **Review Your Entries:** Double-check the information you have entered for accuracy and completeness.
- **Save Your Completed Budget Form:** Save the form with your changes.
- **Submit the Form:** Make sure the completed PDF budget form is submitted with your application and/or report.

8. ADDITIONAL OUTCOME REPORT

8.1 Additional Outcomes Data [1 page max]

Provide any additional outcomes data you have collected from your program/project, i.e. full data sets, copy of aggregated survey data, referral tracking etc.

8.2 Additional Information [1 page max]

Provide any additional information that will highlight the success of your program/project, i.e. demographics, comments on surveys, program statistics, framework, approaches, etc.

8.3 Impact Stories [1 page max]

Provide any success stories of your program/project that describes significant impact for the participants. Include a photo or links (if possible).

8.4 Continuous Quality Improvement [1/2 page max]

Based on your quality improvement and evaluation processes, was the program/project successful? Should the program/project continue?

What changes or improvements will you make (if any)? **[1/2 page max]**

Did your outcome measures yield the expected results? What improvements can be made to the outcome measurements process? Please explain. **[1/2 page max]**

9. DOCUMENTATION REQUIREMENTS

Please ensure the following documents are attached to your application/**annual report**:

- ☐ List of current agency Board of Directors including name and board position. Please do not include any personal information (i.e. home phone, address, email, etc.).
- ☐ Organizational Chart of Agency
- ☐ Constitutions and Bylaws (first time applicants and only if changes have been made)
- ☐ Most recent audited financial statement (needed for both application and report).
- ☐ Digital and scanned signatures will be accepted; unsigned applications/reports will be returned.

Submit completed and signed application or **annual report** by email or direct mail to:

Jodi McKay, FCSS Coordinator
fcss@rockyview.ca
 Rocky View County
 262075 Rocky View Point
 Rocky View County, AB T4A 0X2

For further assistance, please call 403.520.3957 or email fcss@rockyview.ca

10. DECLARATIONS

Application Declaration:

I declare that all the information in this application is accurate and complete, and that the application is made on behalf of the organization named with its full knowledge, and that it consents and complies with the requirements and conditions set out in the Family and Community Support Services Act and Regulation.

<https://www.alberta.ca/family-and-community-support-services-fcss-program.aspx>

I acknowledge that should this application be approved, I will be required to enter into a funding agreement, on behalf of the aforementioned agency/organization, which will outline the terms and conditions.

Print Name	Authorized Signature	Date

Report Declaration:

I declare that the information in this report is accurate and complete, and that the report is made on behalf of the organization named with its full knowledge, and that it consents and complies with the requirements and conditions set out in the Family and Community Support Services Act and Regulation.

<https://www.alberta.ca/family-and-community-support-services-fcss-program.aspx>

Print Name	Authorized Signature	Date

7. INPUTS

Agency Name:

2025 PROPOSED AND ACTUAL BUDGET (Ensure all calculations are correct. Use the second column to itemize the program expenses to which you plan to direct the County FCSS funds. Column 1 + Column 2 = Column 3)

ITEM	Column 1 2025 Costs to be paid/ contributed by the Applicant and other funding partners (Agency Contribution)		Column 2 2025 Costs to be funded by County FCSS (Program Request)		Column 3 2025 Year End Total Program Budget (Total Cost)	
	Proposed	Actual	Proposed	Actual	Proposed	Actual
EXPENSES						
PERSONNEL						
A. SUBTOTAL PERSONNEL						
MATERIALS & SUPPLIES (specify)						
B. SUBTOTAL MATERIALS & SUPPLIES						
TRAVEL & TRAINING (specify)						
C. SUBTOTAL TRAVEL & TRAINING						
OTHER (specify)						
D. SUBTOTAL OTHER						
E. TOTAL PROGRAM EXPENSES						
REVENUE (Specify other sources of funding including fundraising and other grants)						
			Please note: Total Program Expenses for Column 1, must equal Total Revenue			
TOTAL REVENUE						
F. FCSS REQUEST (DEFICIT = Total of Column 3 Expenditures – TotalRevenue)						