



External Program Grant Requests

Serving the Town & County of Two Hills

Two Hills Family and Community Support Services has an occasional limited amount of funding available to community groups wishing to pursue projects that are preventative in nature, promote the development of stronger communities and citizen participation.

In order for projects to be eligible for FCSS funding, they must meet the FCSS service requirements as put forth in the FCSS Act:

- A. Be of a preventative nature that enhances the social well-being of individuals and families through promotion or intervention strategies provided at the earliest opportunity
- B. Do one or more of the following:
 - I. Help people to develop independence, strengthen coping skills and become more resistant to crisis;
 - II. Help people to develop an awareness of social needs;
 - III. Help people to develop interpersonal and group skills which enhance constructive relationships among people;
 - IV. Help people and communities to assume responsibility for decisions and actions which affect them;
 - V. Provide supports that help sustain people as active participants in the community.

Program funding **must not** be used for:

- A. Providing primarily for the recreational needs or leisure time pursuits of individuals;
- B. Direct financial assistance to sustain an individual or family;
- C. Programs that are rehabilitative in nature;
- D. Duplication of services that are ordinarily provided by a government or government agency

Freedom of Information and Protection of Privacy (FOIP) Act Notice

The information on this form is collected to administer Two Hills FCSS funding and is collected under the authority of the Freedom of Information and Protection of Privacy (FOIP) Act, Section 32c. The Freedom of Information and Protection of Privacy Act (FOIP) regulates the collection and disclosure of personal information. The privacy of personal information requested in the FCSS applications is protected by the FOIP Act. Organizational information may not be protected from disclosure in the interest of subjecting local government activity to public scrutiny. Two Hills FCSS may publish Funding information.

Directions

Applications for funding are accepted and reviewed on a first come, first served basis after January 1 of each year. Contact the FCSS office to check on the availability of funds as the year progresses.

All funding applications are subject to approval by the Two Hills FCSS Board, and must fulfill the criteria of the FCSS ACT.

FCSS is now using outcome based program evaluations. If you need help in completing this form, do not hesitate to contact the Two Hills FCSS Director at (780) 657-3540.

Application for Funding

Organization Information

Name of Organization		
Contact Information	Mailing Address	
	Phone	Fax
Contact Person	Name	
	Position	
Organization Mission Statement		

Project Information

Name of the project/program for which you are seeking funding
Who is your target audience?
What is the need this project is intended to address? Provide a problem statement and description of the situation you wish to change.
Describe your project (activities, length of project, estimated number attending).

Provide two short-term outcomes for participants. These are changes in knowledge as a result of individuals participating in your program.

How will you evaluate your project in order to provide evidence that you have achieved your outcomes and participants have benefited?

Financial Information

Amount of funding requested from Two Hills FCSS: \$ _____
 Please incorporate your financial information into the template below.

Proposed Program Budget:	
Revenue:	Amount
FCSS Grant	
Registration Fees	
Contribution from organization	
Grants from other sources	
Other (Please list)	
Total Revenue	
Expenses:	
Speaker Fee	
Rent	
Travel	
Advertising/Promotion	
Resource Materials	
Food /Supplies	
Other (Please list)	
Total Expenses	

Additional Information

Will volunteers be involved in this program? If so, please identify how.
List other groups that will also be involved in this project
How will FCSS funding be recognized?

Signatures

Name	Signature
Title	Date

Please return the completed funding proposal to:

Two Hills Family and Community Support Services
 Box 687 Two Hills, Alberta T0B 4K0
 Fax: (780) 657-3540 Email: thfcssdirector@gmail.com