



# 2026 FCSS Grants to Groups

## APPLICANT GUIDELINES

Deadline: 4:30 p.m. April 7, 2026

### PART ONE: APPLICANT GUIDELINES

This section provides information you will need to determine if your organization is eligible for the Grant and assist you in successfully applying. **IMPORTANT: Provincial funding requirements have changed for 2026.** Please ensure you read and fully understand these guidelines as some programs that received funding in the past may no longer be eligible.

**Do not submit Part One – Applicant Guidelines with your application.**

Family and Community Supports Services (FCSS) Grants to Groups provides funding to registered non-profit societies. Projects **must be of a preventive nature**; enhancing the social well-being of individuals and families through promotion or intervention strategies provided at the earliest opportunity.

#### Please answer the following, prior to completing application form:

Are you applying as a business or as an individual?	Yes	No
Are you a government agency?	Yes	No
Is the project you are applying for recreational in nature?	Yes	No
Are you applying for funds that provide direct assistance to an individual(s), such as money, food, clothing, or shelter?	Yes	No
Are you applying for services or programming that is rehabilitative, such as one-on-one treatment or counseling?	Yes	No

If you have answered **YES** to any of the above questions your project or agency may not be eligible for funding under this program. However, there may be elements of your project that can be funded. Please contact Community Services at 780-624-1000 to discuss your project before applying.

#### REQUIRED DOCUMENTATION:

- \_\_\_ Financial statement: Attach audited financial statement for the last fiscal year. If these statements are not audited, they must be dated and signed by the organization’s President and Treasurer.
- \_\_\_ Certificate of incorporation - copy
- \_\_\_ Current list of Board members (contact information not required)
- \_\_\_ Complete application, including Budget. No other budget format will be accepted.
- \_\_\_ Returning applicants: You **MUST** submit the Grants to Groups Summary Report from last year’s funded project before applying or your application cannot be considered.

**Please ensure that you include the documentation listed above. Incomplete applications may not be considered for funding.**

## CONTACT INFORMATION

If you would like more information about eligibility, the application process, or have any other questions, please contact:

**Town of Peace River Community Services (FCSS)**

**(780)624-1000**

[communityservices@peaceriver.ca](mailto:communityservices@peaceriver.ca)

## CONDITIONS OF FUNDING

- Funding received from Town of Peace River Family and Community Support Services must provide preventive social programs that directly benefit Peace River residents.
- All funds must be spent by December 31st of the funding year.
- Outcomes must be measured. You will be provided Measures (survey questions) with your grant award letter. The data must be included in your End of Year Summary Report. Programs that do not include data from their measures may not be considered for future funding.
- The maximum amount of funding requested must be no more than 75% of the total project cost, up to a maximum amount of \$15,000. Submission information

**DEADLINE: TUESDAY APRIL 7, 2026 AT 4:30 P.M.**

**LATE APPLICATIONS WILL NOT BE ACCEPTED**

**Mail: Town of Peace River Community Services (FCSS)**

Box 6600

Peace River, AB

T8S 1G1

**Drop Off: Town of Peace River Office**

9911-100 St

**E-mail: [communityservices@peaceriver.ca](mailto:communityservices@peaceriver.ca)**

The receipt time of e-mail submissions will be determined by the time stamp as received on the Town of Peace River server.

## FCSS GRANT ELIGIBILITY

Family and Community Support Services (FCSS) is a partnership between the Province of Alberta and a Municipality or Metis Settlement that develops locally driven initiatives to enhance the social well-being of individuals, families, and community through prevention.

To obtain FCSS funding, programs of service providers must fit within the Town of Peace River FCSS priorities and meet the requirements of the Provincial Family & Community Support Services Act and Regulations.

These programs must:

- 1) Enhance the social well-being of individuals, families, and community **through prevention**.

Prevention is defined as: ***“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.”<sup>1</sup>***

Prevention in the context of FCSS focuses on enhancing protective factors to improve well-being and prevent problems before they occur or at an early stage before they require crisis supports.<sup>1</sup>

<b>FCSS services<sup>1</sup></b>	<b>Primary Prevention</b>	<ul style="list-style-type: none"> <li>• Address root causes of social issues with focus on the general population or a specific population.</li> <li>• Promote protective factors in the physical and social environment (including social relationships).</li> <li>• Can include awareness programs, enhancing connections among community organizations and promoting community volunteerism.</li> </ul>
	<b>Secondary Prevention</b>	<ul style="list-style-type: none"> <li>• Address issues at an early stage for specific groups or at-risk populations.</li> <li>• Strengthen the capacity of individuals and communities to prevent or reduce risk factors and build resilience.</li> <li>• Can include connecting those in need with appropriate resources and skill development.</li> </ul>

- 2) Contribute to at least one of the priority outcomes:

***Individuals Outcome 1:***

*Individuals experience social well-being.*

***Individuals Outcome 2:***

*Individuals are connected with others.*

***Individuals Outcome 3:***

*Children and youth develop positively.*

***Community Outcome 1:***

*The community is connected and engaged.*

***Community Outcome 2:***

*Community social issues are identified and addressed.*

***Families Outcome 1:***

*Healthy functioning within families.*

***Families Outcome 2:***

*Families have social support.*

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<sup>1</sup> Family and Community Support Services Accountability Framework, Government of Alberta

- 3) Do one or more of the following:
- help people to develop independence, strengthen coping skills and become more resistant to crisis;
  - help people to develop an awareness of social needs;
  - help people to develop interpersonal and group skills;
  - 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.
- 4) Programs and Services **not eligible** under the program include those that:
- provide primarily for the recreational needs or leisure time pursuits of individuals;
  - are intended to sustain an individual or family, i.e., providing food, clothing or shelter;
  - are primarily rehabilitative in nature; or
  - duplicate services that are ordinarily provided by a government or government agency.

The table on the following pages identifies programs that are ineligible, or elements of a program that are not eligible. Ineligible programs do not meet provincial FCSS criteria, local priorities, or they receive funding from other provincial programs.

*Note: If a core service is determined to be ineligible, funding may be provided to assist with community development activities such as public education/awareness and volunteer training/development for the service.*

**If you are unsure if your program qualifies, please contact us before you apply.**

## INELIGIBLE PROGRAMS

Program	Eligible Portion	Ineligible
<b>Adult Education</b>		✓
<b>Bicycle Safety Programs</b>		✓
<b>Capital Costs for Eligible Programs</b>	Office equipment, furnishings and supplies essential to the operation of the program.	Purchase of land or buildings, construction or renovation of buildings, purchase of motor vehicles.
<b>Child Care, Day Care, Out of School Care</b>		✓
<b>Christmas Hampers</b>		✓
<b>Clothing Depots/Thrift Shops</b>		✓
<b>Conference/Event Attendance</b>	Conferences designed to encourage the development of healthy lifestyles, leadership skills, and/or social responsibility.	Recognition conferences/events that do not meet FCSS criteria or have an entertainment or recreational focus.
<b>Crisis, Distress or Help Lines</b>	Public information, education, volunteer development	Core operating costs.
<b>Disaster Services Programming</b>		✓
<b>Dry Grad Celebrations</b>		✓

<b>Employment Programs or Employment Training Programs</b>		✓
<b>Family Violence</b>	Public awareness /education, volunteer development.	Core operating costs.
<b>Fetal Alcohol Spectrum Disorder</b>	Prevention activities including public awareness and education.	Assessment or support to individuals diagnosed with FASD.
<b>Food Insecurity, Collective Kitchens or Community Kitchens, Nutrition programs</b>	Developing independence, strengthening coping skills, building interpersonal or group skills	Menu planning, nutrition and budget planning and learning shopping skills
<b>Health Care including Palliative Care and Home Nursing Care</b>		✓
<b>Home Support (non-medical programs designed to assist seniors in remaining in their homes)</b>		✓
<b>Housing Projects</b>	Community engagement, public awareness, needs identification, development of plans and initiatives.	Capital expenses including building costs.
<b>Justice-based Programs</b>		✓
<b>Literacy - Children</b>	Developing or promoting parent/child relationships, increasing parental skills.	Improving literacy skills. Adult literacy.
<b>Meals on Wheels or similar home delivered meal services</b>		✓
<b>Mediation Services</b>	Family conflict mediation services.	Justice-based mediation services.
<b>Mental Health Supports</b>	Peer support, friendly listening, referral services	Crisis intervention or treatment counseling.
<b>Pre School Programs</b>	Social development of preschool children	Education Preparation
<b>Recreation/Sporting Activities</b>		✓
<b>Safe and Caring Schools</b>		✓
<b>Safety Programs ex. Injury prevention, bicycle safety, RISK, DARE, Block Parents, car seat safety</b>		✓

<b>Search and Rescue Programs</b>		✓
<b>Sexual Assault Centres</b>		✓
<b>Suicide Prevention</b>	Public information, awareness, education, referral services.	Core operating costs.
<b>Summer Fun/Playground Programs</b>	Social development of children.	Recreational/entertainment activities.

## APPLICATION EVALUATION

Grant Applications are evaluated by the Town of Peace River Community Services Board, using the attached Rubric.

Amount awarded are determined by:

- Total amount of funding available for the Grant, based on provincial and municipal budget decisions
- Number of eligible applicants
- Project alignment with FCSS mandate
- Ranked scoring of applicants

RUBRIC FOLLOWS ON NEXT PAGE.

## Grants to Groups Application Scoring Rubric – Information for Applicants

Your application will be scored on each of the following criteria. Your score will be used to determine if your project is awarded funding, and the amount.

Application Section	Criteria
<b>Program Outcome (Page 2)</b>	The proposed project aligns with the <b>Outcome</b> that the applicant has chosen.
<b>Statement of Need (Page 3)</b>	The <b>need</b> for this project is clearly outlined and aligns with the services that will be provided by the applicant.
	Proof of <b>need</b> is provided through documentation or substantiated in some way (research, letter of support, requests from community, referrals from agencies, crisis situations)
<b>Strategy (Page 4)</b>	The applicant provides <b>information about the activities</b> that the project will provide, <b>to help address the need</b> . (Learning opportunities, sessions, workshops, clinics, etc.)
	Applicant describes <b>how their project will help</b> to address the identified need. (e.g. Through skill development, increase of knowledge, mentors, training)
	Implementation <b>plan and timeline</b> make sense and appear reasonable.
<b>Rationale (Page 4)</b>	The applicant has provided a <b>sound rationale</b> for achieving their outcome. Applications that include supporting evidence-based data will be rated higher.
<b>Sustainability (Page 5)</b>	The application indicates an attempt to secure funding from other sources. If no other sources are available, application should indicate how that was determined.
<b>Inputs (Page 5 &amp;6)</b>	The application demonstrates <b>capacity</b> and indicates the organization has <b>planned resources</b> to support the project.
<b>Itemized Budget (Page 7)</b>	Budget is complete and includes all required components.
	Budget appears to include a reasonable and accurate allocation of funds.

0 Points	1 Point	2 Points	3 Points	4 Points
Lack of response or incomplete	Does not meet expectations or demonstrate understanding of the requirements; major weaknesses or deficits; low probability of success	Partially meets expectations; minor weaknesses or deficits; some probability of success	Fully meets expectations; Applicant has good understanding of requirements; no weaknesses; good probability of success	Exceeds expectations; clear understanding of requirements; excellent probability of success