



FCSS BOARD MEETING AGENDA

Date: September 23, 2021
Time: 6:30 PM
Location: Committee Room

Pages

- A. CALL MEETING TO ORDER
- B. UPDATES/APPROVAL OF AGENDA
- C. NEXT MEETING
- D. APPROVAL OF MINUTES
 - 1. June 3, 2021 Family and Community Support Services Board Minutes 2
- E. APPOINTMENTS
- F. GENERAL BUSINESS
 - 1. Department Update
File: N/A
 - 2. Budget Update 5
File: N/A
 - 3. FCSS Rocky View County and Provincial Outcomes - Screening Criteria 7
File: N/A
 - 4. Review of 2022 Funding Applications 12
File: N/A
- G. ADJOURN THE MEETING



FAMILY AND COMMUNITY SUPPORT SERVICES BOARD MEETING MINUTES

Thursday, June 3, 2021

6:15 PM

Held Electronically in accordance with the
Meeting Procedures (COVID-19 Suppression) Regulation, Alberta Regulation 50/2020

Present: T. Fassnidge Chair
L. Stewart Vice-Chair
Councillor K. Hanson
Councillor S. Wright
S. Barrett
D. Maclean

Also Present: D. Lang, A/Manager, Recreation, Parks, and Community Support
D. Dimopoulos, FCSS Coordinator, Recreation, Parks, and Community Support
M. Mitton, Legislative Officer, Legislative Services

A Call Meeting To Order

The Vice-Chair called the meeting to order at 6:15 p.m. with all members present.

B Updates/Approval of Agenda

MOVED by Councillor Wright that the June 3, 2021 Family and Community Support Services Board meeting agenda be accepted as amended.

Carried

D-1 December 3, 2020 Family and Community Support Services Board Minutes

MOVED by Sarita Barrett that the December 3, 2020 Family and Community Support Services Board meeting minutes be approved as presented.

Carried

F-1 All Divisions – Election of Chair

File: N/A

The FCSS Coordinator called for nominations for the position of Chair.

Sarita Barrett nominated Tiffany Fassnidge.

Tiffany Fassnidge accepted the nomination.

The FCSS Coordinator called for nominations a second time.

The FCSS Coordinator called for nominations a third time.



MOVED by Councillor Hanson that nominations cease.

Carried

The FCSS Coordinator declared Tiffany Fassnidge as for the ensuing year.

Tiffany Fassnidge assumed the Chair.

The Chair called for nominations for Vice-Chair

Kevin Hanson nominated Leah Stewart.

Leah Stewart accepted the nomination.

The Chair called for nominations a second time.

The Chair called for nominations a third time.

MOVED by Sarita Barrett that nominations cease.

Carried

Leah Stewart was acclaimed as Vice-Chair.

F-2 All Divisions - Department Update
File: N/A

MOVED by Leah Stewart that the Family and Community Support Services department update be accepted for information.

Carried

F-3 All Divisions - Budget Update
File: N/A

MOVED by Councillor Hanson that the Family and Community Support Services budget update be accepted for information.

Carried

F-4 All Divisions - Special Project Funding Applications
File: N/A

F-5 All Divisions - Remaining 2021 FCSS Funding Allocations
File: N/A

MOVED by Councillor Hanson that the Family and Community Support Services Board move into Closed Session at 6:46 p.m. to consider the following items pursuant to the *Freedom of Information and Protection of Privacy Act*:

F-4 – Special Project Funding Applications

- Section 19 – Confidential evaluations
- Section 24 – Advice from officials



F-5 – Remaining 2021 FCSS Funding Allocations

- Section 19 – Confidential evaluations
- Section 24 – Advice from officials

MOVED by Councillor Hanson that the Family and Community Support Services Board move out of Closed Session at 7:46 p.m.

F-4 All Divisions - Special Project Funding Applications

File: N/A

MOVED by Sarita Barrett that the following applications be rejects for 2021 Special Projects Funding based on the 2021 Provincial Budget and Council approval of the 2021 budget:

- a) Variety – the Children’s Charity of Alberta Association Backpack Sensory Program; and
- b) Variety – the Children’s Charity of Alberta Association “Go Baby Go” Child Mobility Program.

Carried

F-5 All Divisions - Remaining 2021 FCSS Funding Allocations

File: N/A

MOVED by Leah Stewart that Administration examine all options to conduct a Social Needs Assessment for the County, utilizing all remaining 2021 FCSS available funds, to be presented for approval at the next meeting.

Carried

F-6 All Divisions - 2022 Funding Deadline

File: N/A

MOVED by Debbie Maclean that the deadline for 2022 Funding Applications be set to 4:00 p.m. on August 30, 2021.

Carried

G ADJOURN THE MEETING

MOVED by Councillor Hanson that the June 3, 2021 Family and Community Support Services Board meeting be adjourned at 7:53 p.m.

Carried

Chair or Vice Chair

Chief Administrative Officer or Designate

2022 Applications for Fall 2020 FCSS Board Meeting

Printed on: 2021-09-10

Agenda Item	Name of Organization	Project / Programs	New Divisions	2020 Approved Amount	2021 Requested	2021 Approved Amount	2022 Request	2022 Funding Approval
a	Airdrie & District Victim Assistance Society (ADVAS)	Volunteer Training and Specialized Support	4, 5	5,500	15,000	5,000	7,500	
b	Bearspaw Community Association / Lifestyle Centre	Community Enrichment Program	2, 3, 4	15,500	15,500	15,500	15,500	
c	Big Brothers Big Sisters (BBBS) of Calgary and Area	Youth Mentoring	all but 6, 7	84,000	90,050	81,500	90,050	
d	Boys & Girls Club (BGC) Airdrie	Youth Programs - Day/After School, Summer Camps	4, 5	7,500	71,279	70,000	83,053	
e	Boys & Girls Club (BGC) Cochrane and Area	Community/Youth Outreach and Engagement	1, 2, 3, 4	81,000	106,200	78,500	106,200	
f	Bragg Creek Community Association	Rumble & Roar and Youth After School Programs	1	11,085	32,755	11,000	56,650	
g	Centre for Sexuality, The	Girls Program	6, 7 (and maybe 1,2,3)	15,000	15,000	15,000	15,000	
h	Chestermere, City of - FCSS / Community Services	Langdon & SE Rocky View Community Support Services	6, 7	81,000	89,065	78,500	81,000	
i	Cochrane, Town of - FCSS	Youth, Family, and Community Support Services	1, 2, 3, 4	86,000	86,000	83,500	86,000	
j	Cochrane, Town of - FCSS (formerly Western Rocky View Community Resource Centre)	Western Rocky View Rural Community Support Services	1, 2, 3, 4	95,255	95,000	92,500	95,000	
k	Cochrane and Area Victim Services	Volunteer Training	1, 2, 3, 4	5,500	5,000	5,000	5,000	
l	Crossfield Playschool Association	Playschool	4, 5	6,000	4,725	4,700	5,500	
m	Friends of Spirit Winds Ranch Society	Equine Assisted Learning - Learning with Purpose	3, 4	7,500	7,500	7,500	7,500	
n	Helping Hands Society of Cochrane and Area	Community Engagement	1, 2, 3, 4	12,500	15,000	12,500	18,000	
o	KIK Seniors	Art Program - Seniors Engagement	5	3,500	3,500	3,500	3,500	
p	Langdon Older Kids (OK) Seniors Club	Seniors Engagement	6, 7	4,500	5,000	5,000	3,600	
q	Langdon Theatre Association	Youth & Community Engagement	6, 7	25,000	51,000	22,100	44,550	
r	North Rocky View Community Links	Community Connections (formerly Outreach & Communications Programs)	4, 5	100,500	117,545	98,000	105,500	
s	North Rocky View Community Links	Family Resource Program	4, 5	51,500	66,432	51,500	56,500	

Regular Grant Remaining (Running Total)
869,300

t	Seniors for Kids Society	Senior Mentoring Program	1, 2, 3	31,500	34,000	31,500	34,000	
u	Synergy Youth and Community Development Society	Synergy - Community, Family, and Youth Programs	6, 7	85,000	108,000	83,500	115,000	
v	Variety - the Children's Charity of Alberta Association	"Just Like You" - Disability Awareness Program	1, 2, 3, 4	7,500	7,500	7,500	7,500	
Total Requested							1,042,103	0

869,300

2022 Budget Summary				
(Based on 2021 Budget / Amounts Below Still to be Finalized)				
REVENUE				
Provincial Monies	854,100	Regular Grant Money Available	869,300	
Municipal Monies	213,500	2021 Regular Grant Request Total	1,042,103	Difference -172,803
Total Revenue	<u>1,067,600</u>	Approved Regular Grants Total	0	
		Regular Grant Funds Remaining	<u>869,300</u>	
EXPENSES				
FCSS Management	143,300	Special Projects Grant Money Reserve	15,000	
Interdepartmental Transfer	40,000	Approved Special Projects Total		
Grants to Organizations	884,300	Funds Remaining	<u>15,000</u>	
Total Expenses	<u>1,067,600</u>			

ROCKY VIEW COUNTY FCSS VISION:

Inclusive Communities
Strong Families
Resilient Individuals

ROCKY VIEW COUNTY FCSS MISSION:

Cultivating caring communities that enhance social well-being through prevention, volunteerism, collaboration and community development.

ROCKY VIEW COUNTY FCSS IDENTITY STATEMENT:

We advance our mission of cultivating caring communities and seek to create inclusive communities, strong families and resilient individuals by collaborating with all stakeholders throughout the County by providing strategic funding and emphasizing leveraging potential within the County, innovation, agility and forward thinking. We are sustainable by stable funding, collaboration and partnerships, volunteerism and having a common vision.

ROCKY VIEW COUNTY FCSS STRATEGY SCREEN:

	Rocky View County Strategy Screen	
1.	Meets FCSS Act and Regulation including prevention	Early stage prevention is a priority for FCSS.
2.	Aligns with our vision/mission/values	FCSS improves social well-being when the collective needs of individuals, families and communities are met.
3.	Considers the impact on our stakeholders, partners, and the overall social well-being of the County	FCSS uses a collaborative approach to engage its partner organizations.
4.	Brings people together and builds social capital	Strong networks and relationships among citizens, the non-profit, voluntary sector, and government or institutional policies, programs and services are vital to a caring community.
5.	Uses research based best practises	FCSS programs and services recognize and address multiple risk and/or protective factors.
6.	Are evidence based	FCSS programs and services participate in critical reflection and evaluation processes to continually improve.
7.	Are consistent with past successes	FCSS endeavours to provide adequate resources to ensure that programs and services can be delivered to a high standard.
8.	Positions us well for the future	FCSS programs are planned and implemented in consideration of where people live, learn, work and play.

Provincial FCSS Indicator Definitions

Improved social well-being of individuals.		
Outcome	Indicator	Definition
Outcome 1: Individuals experience personal well-being.	Resilience	<ul style="list-style-type: none"> The extent to which people are able to deal with life's difficulties.
	Self-Esteem	<ul style="list-style-type: none"> The extent to which people feel good about themselves.
	Optimism	<ul style="list-style-type: none"> The extent to which people expect the best possible outcome from any given situation and are hopeful about their future.
	Capacity to Meet Needs	<ul style="list-style-type: none"> Ability to meet needs is the extent to which people have the life skills to function in a positive manner.
	Autonomy	<ul style="list-style-type: none"> The extent to which people feel free to do what they want and have the time to do it.
	Competence	<ul style="list-style-type: none"> The extent to which people feel accomplishment from what they do and are able to make use of their abilities.
	Personal Engagement	<ul style="list-style-type: none"> How far people feel absorbed in what they do and that they have opportunities to learn.
	Meaning and Purpose	<ul style="list-style-type: none"> The extent to which people feel that what they do in life is valuable, worthwhile and valued by others.
Outcome 2: Individuals are connected with others.	Quality of Social Relationships	<ul style="list-style-type: none"> How people experience their connections with others and the strength of those relationships.
	Social Supports Available	<ul style="list-style-type: none"> The extent to which people have the support of family, friends and others available to them.
	Trust and Belonging	<ul style="list-style-type: none"> People's experiences of trusting other people, being treated fairly and respectfully by them, and feeling a sense of belonging with and support from people.
Outcome 3: Children and youth develop positively.	Developmental Assets	<p><i>The Search Institute lists 40 different Developmental Assets, each of which are a potential indicator for this outcome. Please visit www.search-institute.org/research/developmental-assets and click on "English" on the left hand side to download your age appropriate list of Development Assets.</i></p>

Improved social well-being of families.		
Outcome	Indicator	Definition
Outcome 1: Healthy functioning within families	Positive Family Relationships	<ul style="list-style-type: none"> Family members have positive relationships. Parents have a positive relationship and support each other if applicable. Family members care about each other. Family members are safe from abuse, neglect and violence.
	Positive Parenting	<ul style="list-style-type: none"> Parent(s) use positive parenting with their children.
	Positive Family Communication	<ul style="list-style-type: none"> Family members communicate effectively and positively.
Outcome 2: Families have social supports.	Extent and Quality of Social Networks	<ul style="list-style-type: none"> Family has social networks to support them, e.g., extended family, friends and neighbours. The family can reach out and get support. Quality of close relationships: family, friends, neighbours, etc. For example: family feels close to them, family feels at ease with them, family can share freely with them, and family can ask them for help or a favour.

	Family Accesses Resources as Needed	<ul style="list-style-type: none"> The family can access community resources when they need them.
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Improved social well-being of community.		
Outcome	Indicator	Definition
Outcome 1: The community is connected and engaged.	Social Engagement	<ul style="list-style-type: none"> A diverse range of activities individuals participate in for their own enjoyment or benefit or to provide benefit to others in the wider community. Informal and formal volunteering is an example.
	Social Support	<ul style="list-style-type: none"> The activities individuals undertake, within the context of social relationships, to share information, and provide emotional or physical support
	Awareness of the Community	<ul style="list-style-type: none"> Awareness of and use of programs and services available in the community.
	Positive Attitude Toward Others and the Community	<ul style="list-style-type: none"> How people feel, what they believe and what they value Trust Respect for diversity Supporting others and receiving support from them (<i>Also see social engagement and social support</i>) Sense of belonging to the community
Outcome 2: Community social issues are identified and addressed.	Awareness of Community Social Issues	<ul style="list-style-type: none"> Awareness of existing/emerging social issues
	Understanding of Community Social Issues	<ul style="list-style-type: none"> Understanding of existing/emerging social issues
	Agencies and/or Community Members Work in Partnership to Address Social Issues in the Community	<ul style="list-style-type: none"> Partnerships created to address priority social issues in the community. Levels of partnership: <ul style="list-style-type: none"> Communication Cooperation Coordination Collaboration

DEFINITIONS

Term	Definition
# of Community Development Initiatives	Community development initiatives include, but are not limited to, community assessments, mobilization, and collaborative and/or advocacy initiatives. The desired outcomes are identified, with measurable indicators of progress reported.
# of Community Development Initiative Members	Participants who are actively engaged in the community development initiative. They are counted only once and not counted as individuals as noted below.
# of Groups	The total distinct groups offered over a period of time through the funded program or service, such as therapeutic groups, educational workshops, and/or training (e.g. a parenting workshop consisting of 6 sessions equals one group).
# of Group Participants	Participants who attended the group sessions and for whom outcomes will be measured. Group participants are not included in the individuals served category unless they are involved in a different program.
# of Individual Participants	Individual participants are those who are engaged in the activity and are making a significant contribution to achieving the goals and outcomes as outlined in the program they are attending.
# of Contacts/ Information and Referral	Number of times individuals have received some information from your program, but who may not be identifiable (e.g. information service, one-time phone conversation, etc. No demographic information about such persons is collected).
# of Volunteers	An individual who has provided support from which your program or service has benefited and who is willing to work on behalf others without the expectation of pay or other tangible gain. Each individual volunteer is only counted once.
# of Volunteer Hours	The total number of hours all your volunteers have worked on behalf of your program during this reporting period.
Ability	The quality of being able to perform; a quality that permits or facilitates achievement or accomplishment.
Activities	What the program or project does to achieve its goal(s). Activities include the services provided or actions undertaken by the program or project.
Adults (19 to 64)	Individuals between the ages of 19-64 years up to the 65th birthday who receive direct service.
Assets	A useful or valuable quality, person, or thing; an advantage or resource.
Broad Strategy	In general terms, how the program/ project will address the specified community need.
Community Development	Efforts made by professionals and community residents to: enhance the social bonds among community members; motivate citizens to self-enhance; develop responsible local leadership; and create or revitalize local institutions.
Developmental Assets	Forty common sense, positive experiences and qualities that help influence choices young people make and help them become caring, responsible, successful adults. www.search-institute.org . The Search Institute has frameworks of developmental assets for: <ul style="list-style-type: none"> • Early childhood (ages 3 – 5 years) • Grades K – 3 (ages 5-9) • Middle childhood (ages 8 – 12) • Adolescents (ages 12 -18)
Direct Service	Engagement between staff members and clients.
Evaluation	How to determine how well a program has achieved its goal(s).
Families	A family unit is self-defined and can contain multiple generations and configurations. This includes biological or adoptive parents, extended family members, other relatives who are providing direct care to children, etc. People counted as individuals served (above) can be additionally counted under the Families served category.
Goal Statement	The achievement hoped for by a program/project, i.e., the overall change or desired impact.
Inputs	The resources used to support program activities and achieve program goals such as money, staff and staff time, volunteers and volunteer time, facilities, materials, equipment, technology, partners and information. Inputs also include constraints on the program, such as laws, regulations, and requirements of funders.
Measurement Tool	Identify what tools you used to measure the outcomes and impact of your program and services such as surveys, focus groups, standardized tests, individual interviews, case studies or other tools.

Mission	A statement that defines what an organization is, why it exists, its reason for being. At a minimum, a mission statement defines who the primary target populations are, the products and services produced, and describes the geographical location in which an organization operates.
Outcomes	The benefits or changes for individuals, families, communities or populations that result from participating in a program or project activities. For FCSS purposes, outcomes specifically relate to changes in knowledge, attitudes, values, skills, behaviour, condition, status or other attributes. For a particular program, there can be various "levels" of outcomes, with initial short-term outcomes leading to medium and long-term ones. For example, a youth in a mentoring program who receives one-to-one encouragement to improve academic performance may attend school more regularly, which can lead to getting better grades, which can lead to graduating. In general, short-term outcomes occur within one year, medium-term outcomes take several years and long-term outcomes take a decade or longer. However, these time-frames may be shortened when programs build in a step-wise fashion. Short-term outcomes may be measured immediately, medium-term outcomes in three to six months and the long-term outcomes at one year. The determination of the time frame for the outcomes depends upon the program or project being implemented.
Outcome Indicators	The specific items of information that track a program's success on outcomes, generally in the form of a cluster of questions or survey.
Outputs	The direct products of program activities. Outputs usually are measured in terms of the volume of work accomplished, for example, the numbers of classes taught, counselling sessions conducted, educational materials distributed, and participants served. Outputs have little inherent value in themselves. They are important because they are intended to lead to desired outcomes or benefits for participants or target populations.
Personal Well-Being	People's sense of how they are feeling within themselves and experiencing their lives.
Primary Clients Served	Individuals who receive direct service through funded programs and services for whom there is a measurable impact. Each individual is counted only once in this reporting period (if service is provided to a family unit, all individuals for whom there is a direct measurable impact should be recorded as individuals).
Program Logic Model	A systematic and visual way to present and share understanding of the relationships among the resources used to operate a program, the activities planned, and the expected changes or results to be achieved.
Project	A service or activity that local FCSS programs deliver or support.
Protective Factors	Protective factors are those qualities or situations that help alter or reverse expected negative outcomes. Stress-resistant or "invulnerable" individuals have common protective factors operating as two broad sets of developmental strengths: <ul style="list-style-type: none"> external factors such as family, peers, school and community, and internal factors or personality characteristics such as empowerment, self-control, cultural sensitivity, self-concept and social sensitivity.
Rationale	The evidence that would support an approach, e.g., research, best practices, etc.
Resilience	The capability of individuals and systems (families, groups and communities) to cope with significant adversity or stress in ways that are not only effective, but tend to result in an increased ability to constructively respond to future adversity.
Risk Factors	Risk factors are disabling, cultural, economic, or medical conditions that deny or minimize opportunities and resources for optimal human development. Risk factors can be internal (within the person) or external (involving the family, school/work, and community).
Seniors (65+)	Individuals over the age of 65 years who receive direct service
Social Engagement	A diverse range of activities individuals participate in for their own enjoyment or benefit or to provide benefit to others in the wider community.
Social Support	The activities individuals undertake, within the context of social relationships, to share information, and provide emotional or physical support.
Social Well-Being	How people experience their connections with others and the strength of those relationships.
Vision Statement	An inspirational and aspirational description of what an organization would like to achieve or accomplish in the mid-term or long-term future. It is intended to serve as a clear guide for choosing current and future courses of action.

Rocky View County Family & Community Support Services (FCSS)

2022 FCSS SPECIAL PROJECTS FUNDING APPLICATION (FUNDING PERIOD: JANUARY 1 – DECEMBER 31, 2022)

Please type or print legibly. Applicants must be a non-profit organization/agency that serves Rocky View County residents. ***Please note that faxed or e-mailed copies of the application will not be accepted. It is strongly recommended that you courier or hand deliver your proposal (printed single sided pages only) and request confirmation of receipt. APPLICATION DEADLINE IS 4:00 P.M. AUGUST 30, 2021 - APPLICATIONS NOT RECEIVED BY THIS DEADLINE WILL NOT BE ACCEPTED.***

1. ORGANIZATION INFORMATION	
Organization Name	Airdrie and District Victim Assistance Society
Project Name	Volunteer Training and Specialized Support
FCSS Funding Request (Maximum \$7,500) (from Section 9.6 C Proposed Budget)	\$7,500
E-Mail Address and Website	Karen.kuntz@rcmp-grc.gc.ca
Mailing Address (include postal code)	2 Highland Park Way NE
Street Address (for courier purposes)	
Agency Telephone Number	403-945-7290
Agency Fax Number	
Executive Director Name	Karen Kuntz
Program Contact Name	Karen Kuntz
Phone Number (If different from above)	

RECEIVED
Aug 27/2021

☒ Please email confirmation of receipt of this application to: Karen.kuntz@rcmp-grc.gc.ca

2. PREVENTION		
In what way(s) is your program preventive in nature? Check the appropriate items from the following list. You will be required to report on each of the Outcomes that you have selected.		
Provincial Outcome	Rocky View County Outcomes	
Improved social well-being of individuals	Outcome 1: Individuals experience personal well-being. Indicators: Resilience; self-esteem; optimism; capacity to meet needs; autonomy; competence; personal engagement; meaning and purpose.	<input type="checkbox"/>
	Outcome 2: Individuals are connected with others. Indicators: Quality of social relationships; social supports available; trust and belonging.	<input checked="" type="checkbox"/>
	Outcome 3: Children and youth develop positively. Indicators: Developmental assets.	<input type="checkbox"/>

Provincial Outcome	Rocky View County Outcomes	
Improved social well-being of families	Outcome 4: Healthy functioning families. Indicators: Positive family relationships; positive parenting; positive family communications.	<input type="checkbox"/>
	Outcome 5: Families have social supports. Indicators: Extent and quality of social networks; family accesses resources as needed.	<input checked="" type="checkbox"/>

Provincial Outcome	Rocky View County Outcomes	
	Outcome 6: The community is connected and engaged. Indicators: Social engagement; social support; awareness of the community; positive attitudes toward others and the community.	<input type="checkbox"/>
	Outcome 7: Community social issues are identified and addressed. Indicators: Awareness of community social issues; understanding of community social issues; agencies and/or community members work in partnership to address social issues in the community.	<input checked="" type="checkbox"/>

3. PROJECT DESCRIPTION

Attach a separate page providing a brief overview of your organization and the project.

- a) Describe briefly how this is a special project and how it will specifically support Rocky View County Residents. Rocky View County residents do not include people who reside in Airdrie, Beiseker, Chestermere, Cochrane, Crossfield, Irricana or Redwood Meadows. It does include those who live outside of these municipalities and within the hamlets located within the County's borders.
- b) Define your region of operation;
- c) Include the statement of need;
- d) The activities that will be used to address the need;
- e) The expected outcomes; and
- f) Agency/project mission. What is your mission and what are you currently doing to achieve your mission (e.g. other programs and services that are not a part of this application for funding)?

4. PROJECT FIGURES

- a) Estimated Number of Total Program Participants: 30
- b) Estimated Number of County Resident Program Participants: 7
- c) Estimated Number of Volunteer Hours Related to Program: 1200

5. SUPPORTING DOCUMENTS

The following documents **must** be attached:

- a) Organization's Annual Financial Statement;
- b) Organization's Proposed Operating Budget – include contributions from other sources and detailed expenditures, do not include in-kind supports, only actual dollars. A budget shell is attached on the next page if you wish to use it;
- c) List of Organization's Officers and Directors. Do not include personal contact information (home addresses, emails, or phone numbers);
- d) A copy of Alberta Societies Act Registration if new applicant.

Other documents may also be attached to the application form that provides further clarification.

6. CERTIFICATION OF COMPLIANCE:

This is to certify that to the best of my knowledge and belief, the information included in this application 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>)

A project outcomes evaluation is required by February 28, 2023 if your application is successful.


(Signature of Applicant)

Karen Koutz Executive Director
(Print Name & Title)

Aug 27/21
(Date)

Please indicate how you heard of the Rocky View County FCSS Program:

_____ newspaper ad _____ social media _____ website visit/search
 ___X___ word of mouth _____ other (specify) _____

Submit Completed Documents to:

Dimitri Dimopoulos, FCSS Coordinator
 Rocky View County
 262075 Rocky View Point
 Rocky View County, AB T4A 0X2

**For further assistance, please call 403.520.1289
 or email fcss@rockyview.ca**

The FCSS Program Is Not:

- Recreational.
- A Public Health Transportation Grant.
- Direct assistance, including money, food, clothing or shelter to sustain an individual or family.
- Rehabilitative.
- A duplication of services from other Government Agencies.

****ALL INFORMATION PROVIDED IS PUBLIC****

The personal information on this form is being collected for the purpose of determining eligibility of an applicant to receive FCSS funding; to assist in administering the FCSS funding; and to monitor, assess, and evaluate your program. This information is collected under the authority of Section 33 (c) of the Freedom of Information and Protection of Privacy Act and may become public information once it is submitted to the FCSS program. Questions regarding the collection of this information can be directed to the Manager, Recreation, Parks and Community Support at 403.520.6307.

9.6 C. INPUTS (Resources dedicated to the program. Include staff and budget for one year.)

2022 PROPOSED 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 2022 Costs to be paid or contributed by the Applicant and other funding partners (Agency Contribution)	Column 2 2022 Costs to be funded by County FCSS (Program Request)	Column 3 2022 Projected Year End Total Program Budget (Total Cost)
EXPENSES			
PERSONNEL (specify positions and hours per week)			
a. SUBTOTAL PERSONNEL			
TRAVEL & TRAINING (specify)			
Volunteer Training	\$20,500	\$5,500	\$26,000
Volunteer Travel	\$750	\$750	\$1,500
Volunteer Recognition	\$16,000	\$1,000	\$17,000
Volunteer Recruitment	\$800	\$250	\$1050
b. SUBTOTAL TRAVEL & TRAINING	\$38,050	\$7,500	\$45,550
MATERIALS AND SUPPLIES (specify)			
c. SUBTOTAL MATERIALS AND SUPPLIES			
OTHER (specify)			
Volunteer WCB Benefits	\$2,700		\$2,700
Volunteer EFAP Benefits	\$1,995		\$1,995
d. SUBTOTAL OTHER	\$4,695		\$4,695
e. TOTAL EXPENDITURES (e=a+b+c+d)	\$42,745	\$7,500	\$50,245
REVENUE (specify other sources of funding including fundraising, fees for service, other grants, etc.)			
Other FCSS	\$38,500		
Donations	\$4245		
f. TOTAL REVENUE	\$42,745		
g. FCSS REQUEST (DEFICIT = Total of Column 3 Expenditures - Total Revenue)		\$7,500	



Microsoft Excel
Worksheet

Project Description

Airdrie and District Victims Assistance Society (ADVAS) is a non-profit organization whose mandate is to support victims of crime and/or tragedy within the Rocky View County area. In order to successfully fulfill our mandate, ADVAS relies heavily on volunteers. The goal of the ADVAS volunteer program is to provide volunteers with the tools and training necessary to assist them in providing support, information and referrals to victims of crime and/or tragedy. ADVAS's vision is to bridge the gap from hurt to hope with the intent to empower victims to take control of this experience as it becomes part of their life.

ADVAS volunteers must follow mandated partnerships federally, provincially and locally within our mission to provide support, information and referrals. Support - Volunteers must adhere to the federal and provincial laws when supporting people impacted by crime and tragedy as set out in the Alberta Victims of Crime and Public Safety Act. Information- Volunteers must understand and adhere to all Justice and Solicitor General provincial protocols when helping the communities that have been impacted by crime and/or tragedy. Referrals - All volunteers refer people to applicable services to meet their needs. Examples of these agencies are North Rocky View Community Links Society Airdrie Mental Health/Addiction; Sheldon Chumir Health Centre, area shelters, Child Advocacy Centre to name a few.

ADVAS volunteers provide the only 24-hour crisis support service through the Airdrie and Beiseker detachment for Rocky View County citizens. A close working relationship with other organizations is vital to provide long-term referral services. These agencies provide assistance in areas such as counselling, support groups, basic needs, parenting programs and more. ADVAS volunteers provide support, information and referral to victims of crime and/or tragedy to mitigate the lasting effects of trauma on victims. Next of kin death notifications, proactive domestic violence referrals from police agencies to mitigate potential victimization, connection parents to family court support, criminal court support, preparation and accompaniment are unique to ADVAS and not provided by other organizations in the communities we serve.

Statement of Need

The unique needs of the ADVAS Volunteer Program are focused on training advocates to assist community members who have been impacted by traumatic events. Unlike other non-profits who rely on volunteers, the volunteers with ADVAS must undergo a rigorous RCMP security clearance and complete over 70 hours of provincially mandated training. This process takes up to 12 months before the volunteers begin their six-month mentorship with a senior volunteer advocate.

Strategy/Activities

ADVAS offers the following training to the front-line volunteers to ensure they have the necessary skills and most recent training to support victims of crime and tragedy.

Solicitor/General Training: 70 hours of online mandatory training covering all crimes, court orientation and diversity

Victims of Crime Interim Financial Benefits: ongoing

Wellness: Resilience, Road to Mental Readiness, Mental Health

Crime Awareness: Fraud, Financial Crimes, Cyber Crimes, Theft, Robbery, Drugs and Gangs

Domestic/Family Violence: ongoing

Other: Suicide Intervention, Grief Support

ADVAS has been deemed an essential service by the Government of Alberta during the pandemic. Our 2020 training opportunities during COVID were offered online. ADVAS has adapted its training to accommodate AHS health and safety protocols during 2020 and into 2022. Both in-person and online training opportunities are offered to all ADVAS volunteers including our volunteer board of directors.

Expected Outcomes

Research from the Department of Justice Canada, Working with Victims of Crime, indicates people who have been exposed to traumatic events cope better and become more resilient to traumatic events when immediate intervention is provided. ADVAS volunteers provide immediate intervention to support people exposed to traumatic events reflecting the theory of change. The work and support that ADVAS volunteers contribute is unique and is reflected in the training necessary to fulfill the Rocky View County outcomes and ADVAS volunteer role. ADVAS ensures that volunteers are recognized throughout the year through personal wellness. All volunteers are reimbursed for mileage expenses to attend training and after their probationary period are provided with WCB coverage and EFAP benefits.

AIRDRIE VICITM SERVICES BOARD MEMBERS

Pattie Reid – Chairman

Patricia McDonald – Vice-Chair

Jo Tennant – Treasurer

Jennifer Shapka – Recording Officer

David Martin – Director

Darren Gunderson – Director

Maja Jekic – Director

Steven Ryan – Director

Erica Deheer – Director

Tammy Johnson – Director

Cpl. Echelle Malone – RCMP Liaison

Karen Kuntz – Executive Director

Contracted Position

Amanda Simoni – Bookkeeper

Airdrie & District Victims Assistance Society
Financial Statements
December 31, 2020

(Unaudited)

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**DENOTES PROFESSIONAL CORPORATION*

WWW.BLAKLEYACCOUNTING.COM

INDEPENDENT PRACTITIONER'S REVIEW ENGAGEMENT REPORT

To the Directors of Airdrie & District Victims Assistance Society

I have reviewed the accompanying financial statements of Airdrie & District Victims Assistance Society that comprise the statement of financial position as at December 31, 2020 , and the statements of excess (deficiency) of revenues over expenses, net assets, and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for non-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Practitioner's Responsibility

My responsibility is to express a conclusion on the accompanying financial statements based on my review. I conducted my review in accordance with Canadian generally accepted standards for review engagements, which require me to comply with relevant ethical requirements.

A review of financial statements in accordance with Canadian generally accepted standards for review engagements is a limited assurance engagement. The practitioner performs procedures, primarily consisting of making inquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluates the evidence obtained.

The procedures performed in a review are substantially less in extent than, and vary in nature from, those performed in an audit conducted in accordance with Canadian generally accepted auditing standards. Accordingly, I do not express an audit opinion on these financial statements.

Conclusion

Based on my review, nothing has come to my attention that causes me to believe that these financial statements are not prepared, in all material aspects, in accordance with the financial reporting provisions of Canadian accounting standards for non-profit organizations.



Blakley* Chartered Professional Accountant
Professional Corporation

Airdrie, AB
May 31, 2021

Airdrie & District Victims Assistance Society
Statement of Financial Position
As at December 31, 2020

(Unaudited)

	Note	2020 \$	2019 \$
Assets			
Current assets			
Cash and cash equivalents	4	301,083	141,571
Restricted cash - casino account	4	5,558	17,830
Accounts receivable		-	1,200
Goods and services tax receivable		2,074	1,451
Prepaid expenses		3,643	2,742
Total Current assets		312,358	164,794
Long-term assets			
Property and equipment	5	8,196	4,278
Total Assets		320,554	169,072
Liabilities and Equity			
Liabilities			
Current liabilities			
Accounts payable and accrued liabilities			
Accounts payable and accrued liabilities		17,937	8,945
Employee deductions payable		5,352	2,505
Total Accounts payable and accrued liabilities		23,289	11,450
Deferred contributions	6	156,281	63,098
Total Liabilities		179,570	74,548
Equity			
Unrestricted Net Assets		140,984	94,524
Total Liabilities and Equity		320,554	169,072

Contingencies (Note 8)

Approved on behalf of the board

 dotloop verified
05/31/21 8:17 AM MDT
BKO6-HNY0-XZDE-S80Q

Airdrie & District Victims Assistance Society
Statement of Excess (Deficiency) of Revenue Over Expenses
For the year ended December 31, 2020

(Unaudited)

	Note	2020 \$	2019 \$
Revenue			
Government of Alberta		150,000	150,000
City of Airdrie - FCSS		30,500	30,500
City of Airdrie - Bridge funding		40,000	-
Grants		27,568	-
Donations		56,797	44,099
Community Initiatives Program grant		36,977	9,732
Fundraising		4,546	25,666
Casino		12,272	31,071
Building Capacity grant		-	7,900
Municipal District of Rockyview		5,500	5,000
Safe Communities funding		7,200	8,100
Support Dog grant		3,000	3,000
Town of Crossfield		8,000	8,000
Interest income		186	180
Total Revenue		382,546	323,248

	Note	2020	2019
		\$	\$
Operating expenses			
Advertising and promotion		2,740	6,105
Capacity Building grant		-	8,200
Fundraising expenses		3,923	4,285
Support Dog expenses		2,325	873
Amortization		3,131	1,674
Insurance		1,414	-
Interest and bank charges		597	170
Memberships		754	903
Office expenses		6,170	3,244
Professional fees		7,594	6,207
Training and professional development		(2,938)	1,167
Community Initiatives Program grant		35,978	9,732
Salaries and wages		249,347	229,567
Travel expenses		1,570	2,086
Volunteer expenses		23,481	43,153
Total Operating expenses		336,086	317,366
Net Excess of Revenue over Expenses		46,460	5,882

Airdrie & District Victims Assistance Society
Statement of Net Assets
For the year ended December 31, 2020

(Unaudited)

	Note	2020 \$	2019 \$
Unrestricted net assets - beginning of year		94,524	88,642
Net excess (deficiency) of revenues over expenses		46,460	5,882
Unrestricted net assets - end of year		140,984	94,524

Airdrie & District Victims Assistance Society
Statement of Cash Flows
For the year ended December 31, 2020

(Unaudited)

	2020	2019
	\$	\$
Operating Activities		
Net income	46,460	5,882
Adjustments to reconcile net income (loss):		
Amortization	3,131	1,674
Changes in working capital:		
Accounts receivable, net and other	1,200	2,590
Goods and services taxes receivable	(623)	(648)
Prepaid expenses	(901)	(2,127)
Accounts payable and accrued liabilities	11,839	(9,810)
Deferred contributions	93,183	49,699
Total changes in working capital	104,698	39,704
Cash flows from operating activities	154,289	47,260
Investing Activities		
Purchase of property, plant, and equipment	(7,049)	
Net increase (decrease) in cash and cash equivalents	147,240	47,260
Cash and cash equivalents, beginning of year	159,401	112,141
Cash and cash equivalents, end of year	306,641	159,401

CORPORATE ACCESS NUMBER

50567902



SOCIETIES ACT

CERTIFICATE OF INCORPORATION

AIRDRIE AND DISTRICT VICTIMS ASSISTANCE SOCIETY

WAS INCORPORATED IN ALBERTA ON JUNE 18, 1993



A handwritten signature in black ink, appearing to read "H. Baker", written over a horizontal line.

Registrar of Corporations



Rocky View County
Family & Community Support Services (FCSS)

2022 FCSS GENERAL FUNDING APPLICATION

(FUNDING PERIOD: January 1 – December 31, 2022)

ALL INFORMATION PROVIDED IS PUBLIC

APPLICATION DEADLINE IS 4:00 P.M. AUGUST 30, 2021 NO EXCEPTIONS

1. ORGANIZATION INFORMATION	
Organization Name	Bearspaw Community Association
Program Name	Community Enrichment Program
FCSS Funding Request (over \$7,500) (from Section 9.6 C Proposed Budget)	\$15,500.00
E-Mail Address and Website	manager@bearspawlc.org www.bearspawlc.org
Mailing Address (include postal code)	253220 Bearspaw Road Calgary, AB T3L 2P5
Street Address (for courier purposes)	253220 Bearspaw Road Calgary, AB T3L 2P5
Agency Telephone Number	403-239-1502
Agency Fax Number	403-239-4668
Executive Director Name	Allen Vanderputten- BCA Chair
Program Contact Name	Chris Sharkey- Facility Manager
Phone Number (If different from above)	403-239-1502 Ext 100

2. CERTIFICATION OF COMPLIANCE

This is to certify that to the best of my knowledge and belief, the information included in this application 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>)

A program outcomes evaluation is required by February 28, 2023 if your application is successful

Signature (Agency Signing Authority)

BCA Chair
Title

Allen Vanderputten

8/30/2020

Print Name

Date

Submit Completed Documents to, or for further assistance contact:

Dimitri Dimopoulos, FCSS Coordinator

Rocky View County

262075 Rocky View Point

Rocky View County, AB T4A 0X2

For further assistance, please call 403.520.1289 or email fcss@rockyview.ca

Please note that faxed or e-mailed copies of the application will not be accepted. It is strongly recommended that you courier or hand deliver your proposal (printed single sided pages only) and request confirmation of receipt.

APPLICATION DEADLINE IS 4:00 P.M. AUGUST 30, 2021 - APPLICATIONS NOT RECEIVED BY THIS DEADLINE WILL NOT BE ACCEPTED.

☒ Please email confirmation of receipt of this application to: manager@bearspawlc.org

RECEIVED
AUG 30/21

Please indicate how you heard of the Rocky View County FCSS Program:

_____ newspaper ad _____ social media _____ website visit/search
 __X__ word of mouth _____ other (specify) _____

3. SOCIETY MEMBERSHIP (current)	
Number of Members	942
Membership Fee Per Member	\$10 Senior Membership \$20 Adult Membership \$40 Family Membership

4. TYPE OF ORGANIZATION		
Alberta Societies Act Registration Number:	50009785	
Charitable Number (if have one):	10678-0109 RP0001	<input type="checkbox"/> Government Agency

5. DAYS AND HOURS OF OPERATION OF THE PROGRAM							
OPERATING HOURS	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
	9-5	9-5	9-5	9-5	9-5		
Dates not Open:	Saturday, Sunday, Statutory Holidays (office only)						
Statutory Holiday:	New Year's Day, Victoria Day, Family Day, Good Friday, Canada Day, Heritage Day, Labour Day, Thanksgiving Day, Remembrance Day, Christmas Day, Boxing Day			Other			

6. DOCUMENTATION REQUIREMENTS:	ATTACHED
<u>Do not provide other attachments unless requested to do so.</u>	
List of current agency Board of Directors by name and Board position (Board information is requested to ensure sufficient governance and make members accessible to administration, if required.) Do not include personal contact information (home addresses, emails, or phone numbers).	<input checked="" type="checkbox"/>
Fee Policy and Schedule (if applicable)	<input type="checkbox"/>
Organizational Chart of Agency	<input type="checkbox"/>
Certificate of Incorporation under the Societies Act if new applicant. (Not applicable to other municipal governments and associated departments)	<input type="checkbox"/> Included <input type="checkbox"/> Not Applicable
Constitution and Bylaws (first time applicants only unless changes were made by previously funded groups)	<input type="checkbox"/>
Job description(s) for County FCSS funded positions requested (first time applicants only unless changes were made by previously funded groups)	<input type="checkbox"/>
Most recent Audited Financial Statement	<input checked="" type="checkbox"/>

The personal information on this form is being collected for the purpose of determining eligibility of an applicant to receive FCSS funding; to assist in administering the FCSS funding; and to monitor, assess, and evaluate your program. This information is collected under the authority of Section 33 (c) of the Freedom of Information and Protection of Privacy Act and may become public information once it is submitted to the FCSS program. Questions regarding the collection of this information can be directed to the Manager, Recreation and Community Services at 403.520.6307.

7.1 PROGRAM DESCRIPTION

Provide a brief program description in a few sentences (to be used for publication by FCSS)

Our Community Enrichment Programs are designed to strengthen the sense of community by engaging the residents of the Bearspaw/Glendale area and providing individuals and families an awareness of emerging and current local social needs.

7.2 PREVENTION

In what way(s) is your program preventive in nature? Check the appropriate items from the following list. You will be required to report on each of the Outcomes that you have selected.

Provincial Outcome	Rocky View County Outcomes	
Improved social well-being of individuals	Outcome 1: Individuals experience personal well-being. Indicators: Resilience; self-esteem; optimism; capacity to meet needs; autonomy; competence; personal engagement; meaning and purpose.	<input checked="" type="checkbox"/>
	Outcome 2: Individuals are connected with others. Indicators: Quality of social relationships; social supports available; trust and belonging.	<input checked="" type="checkbox"/>
	Outcome 3: Children and youth develop positively. Indicators: Developmental assets.	<input checked="" type="checkbox"/>

Provincial Outcome	Rocky View County Outcomes	
Improved social well-being of families	Outcome 4: Healthy functioning families. Indicators: Positive family relationships; positive parenting; positive family communications.	<input checked="" type="checkbox"/>
	Outcome 5: Families have social supports. Indicators: Extent and quality of social networks; family accesses resources as needed.	<input type="checkbox"/>

Provincial Outcome	Rocky View County Outcomes	
Improved social well-being of the community.	Outcome 6: The community is connected and engaged. Indicators: Social engagement; social support; awareness of the community; positive attitudes toward others and the community.	<input checked="" type="checkbox"/>
	Outcome 7: Community social issues are identified and addressed. Indicators: Awareness of community social issues; understanding of community social issues; agencies and/or community members work in partnership to address social issues in the community.	<input type="checkbox"/>

7.3 PRIMARY TARGET

Indicate the Primary target at whom the program is aimed by estimating the percentage of the program's FCSS allocation that is directed to services in the following categories.

Children	20	%
Youth	15	%
Families	15	%
Adults	10	%
Seniors	20	%
Volunteerism	10	%
Community Development	10	%
Total	100	%

7.4 SOCIAL SERVICE CONTINUUM

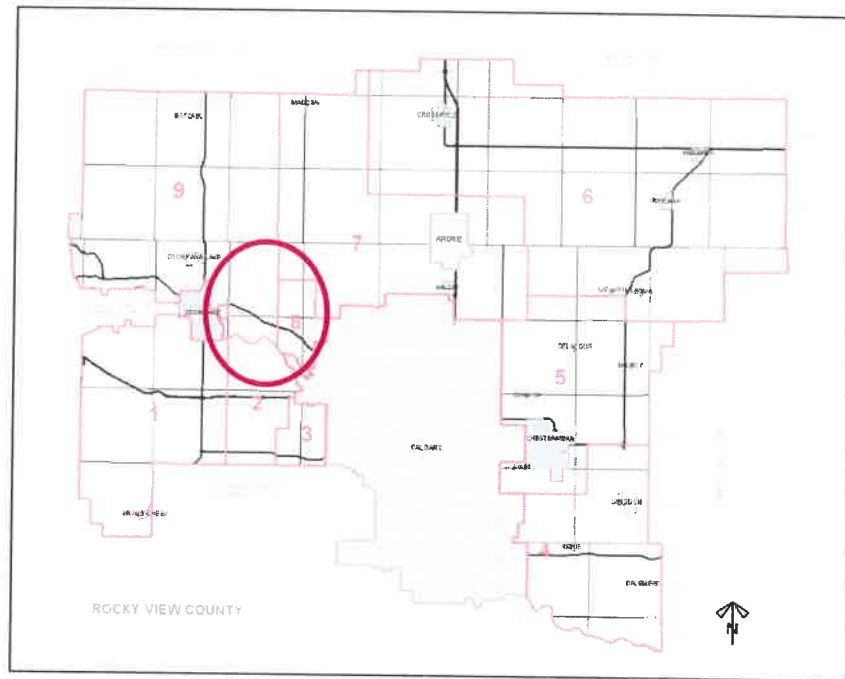
Please indicate the percentage of each section below that your program provides.

• Promotion: Programs and services that promote public education and awareness of social needs.	30	%
• Prevention: Programs and services focused at the earliest opportunity on individuals and families whose social well-being in community life is at risk.	25	%
• Early Intervention: Programs and services focused on individuals and families with identified early signs of unmet needs, who require support to enhance their social well-being.	25	%
• Specialized Services: Programs and services for individuals and families focused on emerging social needs not yet sufficiently addressed by community support.	20	%
• Remediation Services: Programs and services for individuals and families with clearly defined unmet needs, who require assessment, intervention, and treatment to enhance their social well-being.	0	%
Total	100	%

8. COORDINATION AND COMMUNICATION

A. Identify organizations within the program's catchment area (define your region of operation; include towns and border of service area and also clearly mark it on the map with thick black lines) that provide similar services.

- Western Rocky View Communities Development Society
- Bearspaw School
- Bearspaw Preschool Society
- Bearspaw Historical Society
- Bearspaw Lions Club
- Western Rocky View Parent Link Centre
- Cochrane FCSS
- Cochrane Boys & Girls Club



B. What cooperative and coordinative steps has the program taken with these agencies?

The BGCA must continue to grow and adapt to meet the changing needs of the expanding Bears paw/Glendale community. With this in mind, the BGCA continues to foster existing relationships with other stakeholders as well we seek to establish partnerships with other local groups to offer a fresh variety of social programs for the community.

Although many things changed during Covid and many programs are in a state of flux, the BGCA will continue its partnership with the Western Rocky View Parent Link Centre to host a number of parenting programs at the Bears paw Lifestyle Centre. Our biweekly Wiggle and Giggle free-play program is an example of the programming we currently offer with the assistance of the Parent Link Centre.

In previous years, we partnered with the Boys & Girls Club of Cochrane and will continue that relationship. They offer after school youth programing at our facility for young Bears paw/Glendale residents.

C. Describe the similarities and differences between the proposed program and those identified as being delivered by other organizations.

While there may be other organizations offering similar projects in Rocky View County, the distance to travel to these facilities often make the BGCA a primary choice for local residents. We are unaware of any other facilities in the immediate area offering programs similar to our Community Enrichment Programs.

OUTCOMES MODEL

(For further information on the outcomes model contact the County FCSS program for a copy of a toolkit.)

9.1 AGENCY/PROGRAM VISION

Desired social condition. May be your agency's existing vision statement.

Our Vision remains unchanged and if anything, the events of the past two years have strengthened our resolve to be a vibrant, unified, rural, sustainable community association where the mental, physical, and social needs of the residents of Bears paw Glendale are considered, defined, and met resulting in a strong inclusive, proud community where all age groups are equally valued and represented making the area an optimum place to live.

9.2 AGENCY/PROGRAM MISSION

Unique role in working towards the desired social condition. What are you currently doing to achieve your mission (e.g. other programs and services that are not a part of this application for funding)?

Our Mission is to enhance the lives of the residents of Bearspaw Glendale by providing a social heart where educational, cultural, and social opportunities are readily available through programs and services delivered after assessing the needs and wants of current community members while maintaining a sustainable organization.

9.3 STATEMENT OF NEED

Problem statement; description of the situation you wish to change.

- To reduce and remove barriers to community social services common in rural areas for all ages that include: transportation, time, cost, isolation, access to service, and awareness of services
- To provide programs that meet the changing needs of our rapidly growing community
- Educate and engage members of the community
- To help individuals and families to be prepared to deal with crisis and enhance their overall well-being.

9.4 STRATEGY/ACTIVITIES

How will the program address the specified need? What goal or long-term change or impact do you want to achieve? What are you going to do in the program to achieve your goal(s)?

- The Bearspaw Glendale Community Association will continue to offer family enrichment programs and services for residents of all ages locally at the Bearspaw Lifestyle Centre.
- To continue to identify community & membership needs and encourage involvement through volunteerism and advocacy.

9.5 RATIONALE

An explanation of why you believe this strategy or approach will work; include research if possible.

Taking into account the information gathered during the 2010 Rocky View County Community Social Needs Assessment we can make the following conclusions:

- People living in Rocky View County are more inclined to access programs and social services when they are located in their community
- The BGCA is the only organization that offers a broad range of social services to the Bearspaw Glendale area

Year over year, best way to engage area residents is to offer accessible programs, services, and volunteer opportunities connected to the issues residents can relate to and are local to our community.

9.6 INPUTS

***Please see end of application for budget shell. Budget sheet(s) MUST follow the template as provided.**

A. Have you researched or sourced other methods of funding? How do you propose to sustain this program?

We are always looking out for new ways to fund all of our programming. Despite the main group of our users being of an affluent status, much of our community's catchment is rural and we feel it necessary to provide high quality affordable programs for all.

Program Inputs for the Community Enrichment Program and associated services include:

- Utilizing volunteers where possible and growing our current volunteer base

- Reducing costs by using existing program supplies, materials and equipment from the Bears paw Lifestyle Centre and sharing supplies, materials, and equipment with other programs and organizations to leverage resources
- Minimal cost recovery through fees for service (fees may increase based on final funding amounts)
- Establishing community partnerships to effectively deliver Community Enrichment Programs and Services.
- Researching and encouraging corporate sponsorship when possible
- Sharing advertising and promotion expenses with other program budgets

To date, funds contributed to support FCSS programs from the Bears paw Glendale Community Association have been supplemented by membership dues and facility rental revenues. The goal of the BGCA is for all Community Enrichment Programs and Services to become self-sustaining over time.

B. Has this budget been authorized by your Board of Directors? Yes ☒ No ☐ If no, please explain:

9.7 PROJECTED OUTPUTS (Count of products and services delivered to the target group. For definitions, see the end of the report)

Please report the projected direct product of your activities, usually measured by volume of work accomplished. Must include projected number of individual participants, volunteers and volunteer hours. Other outputs may include projected number of training sessions, workshops, and community development programs. Include projected number of County residents utilizing services. Rocky View County residents do not include people who reside in Airdrie, Beiseker, Chestermere, Cochrane, Crossfield, Irricana or Redwood Meadows. It does include those who live outside of these municipalities and within the hamlets located within the County's borders.

A. PROJECTED NUMBER OF INDIVIDUAL PARTICIPANTS SERVED:

People served should only be counted once unless they are part of a family being served (see definitions). DO NOT include group participants, contacts, or community development initiatives if counted below.

Provide general summary of outputs here:

Our numbers include those enrolled in 3 yearly sessions: Fall, Winter & Spring

Number of Children/Youth (0 to 18 years) 185 Number of County Residents: 128

Number of Adults (19 to 64 years) 91 Number of County Residents: 72

Number of Seniors (65+ years) 50 Number of County Residents: 36

Number of Families 245 Number of County Families: 168

B. PROJECTED NUMBER OF GROUPS SERVED:

(e.g. workshops, training and/or education groups)

Provide general summary of outputs here:

Throughout the FCSS budget year, the BGCA hosts a wide variety of group based information sessions. These sessions average between 20 - 45 participants depending on the topic. While the majority of our participants are from the Bears paw/Glendale area, small percentages attend from the northwest communities of Calgary or from Cochrane. We intend to increase the number of one-day family workshops with the assistance of the Western Rocky View & Family Resource Centre and Parent Link of Cochrane.

Number of Groups: 20 Total Number of Participants: 525 Number of County Residents: 301

C. PROJECTED NUMBER OF CONTACTS PROVIDED:

(e.g. providing assistance with forms/referral; telephone, mail outs, email, and social media)

Provide general summary of outputs here:

The BGCA will occasionally be engaged by a resident looking for service above and beyond what we offer. Through our partnerships with other community stakeholders and organizations (Parent Link Centre and Western Rocky View Family & Community Resource Group) we are able to offer referrals to other services, which are outside the mandate of our association.

Number of Clients: 38 Number of County Residents: 38

D. PROJECTED NUMBER OF COMMUNITY DEVELOPMENT INITIATIVES:

(E.g. community assessment, mobilization, and/or advocacy committees. Do not include service to individuals)

Provide general summary of outputs here:

Number of Initiatives: 0 Number of Clients: 0 Number of County Residents: 0

E. VOLUNTEERISM

a) What are the roles of volunteers in the program?

- Board Members
- Coordinators, promoters and facilitators of our programs & services
- Administration assistance
- Program instructors/assistants
- Program set up & take down
- Casino volunteers to generate operating funds which are contributed towards FCSS programming

b) How does the program promote, encourage, and facilitate the use of volunteers?

Volunteer opportunities are promoted internally, on bulletin boards, published in the community newsletter, through mass emails to our membership, on our website, through Bearspaw School weekly mail-outs, via our social media accounts, on our bold signs and by word of mouth.

c) Total number of volunteers in agency/program:

42

d) Total number of volunteer hours in 2020:

120

e) Estimated number of volunteer hours until the end of 2021:

376

9.8 EXPECTED OUTCOMES

Statements, which describe the difference the agency/program intervention will make with clients in the short term, mid-term, and long term. These must logically connect to the Provincial and Rocky View County Outcomes in Section 7.2.

Short-Term:

- Increase in awareness of community program needs
- Establish further partnerships with community groups/stakeholders
- Contribute to stakeholder organizations
- Increase community knowledge of available programs
- Increase youth involvement in program creation processes

Mid-Term:

- Residents develop a deeper sense of community
- Youth become further engaged in community programs
- Families benefit from programs offered at the community centre

Long-Term:

- Increase in Youth resiliency in the Bearspaw Glendale Area
- Increase in Family solidarity
- Re-establishment of the concept of community

9.9 OUTCOME INDICATORS

List the specific items of information that you will track to measure your program's success on outcomes. These are generally in the form of a cluster of questions or surveys and relate directly to the Rocky View County Outcome Indicators listed in Section 7.2. Copies of the Provincial FCSS Measures Bank are available upon request.

- Continual attendance for upcoming offerings
- Increase in the number of volunteers
- Volunteers feel valued and recognized
- Community members participate in the design & delivery of programs
- Community members serve on committees

- Greater awareness of programs and services offered in Bearspaw
- Partnership relations are established & maintained
- Value achieved from the program - self-esteem, self-awareness, confidence, social connections, and/or sense of community.

10. ADDITIONAL INFORMATION

Please provide a brief agency/program history.

BGCA has provided programs and events, which support and enhance the Bearspaw Glendale community for the past 18 years with the assistance of FCSS. We have been able to significantly grow our program offerings and community events while focusing on the need for social connection in our rural location. With the yearly FCSS funding we can offer programs at a reduced rate, which is incentive for registration.

11. STORIES

Please provide 1 or 2 short anecdotal stories about some of your County rural clients who have received services from your organization, and how their situation has improved as a result of their involvement in this program. This story may be used for publication by FCSS. Please do not include any client identifying information.

Despite cancellation of many of our programs due to Covid this past year, we managed to run our Girl's Group via zoom and didn't miss a beat. I, as the Facility Manager participated in one of these zoom sessions with the instructor and it was apparent that these girls were happy to be spending some time together and the lack of in-person contact didn't seem to be of consequence. Kid's are resilient!

**INSERT BUDGET DETAILS ON THE FOLLOWING PAGE
DO NOT INCLUDE IN-KIND SUPPORTS, ONLY ACTUAL DOLLARS
AN EXCEL SPREADSHEET IS AVAILABLE FOR INSERTION**

Please ensure that section 9.6 C starts on a page(s) with no other sections on the page(s). For consistency purposes, it is **IMPERATIVE** that you use the following template as provided and **NOT** modify it, other than adding additional lines.

9.6 C. INPUTS (Resources dedicated to the program. Include staff and budget for one year.)			
2022 PROPOSED 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 2022 Costs to be paid or contributed by the Applicant and other funding partners (Agency Contribution)	Column 2 2022 Costs to be funded by County FCSS (Program Request)	Column 3 2022 Projected Year End Total Program Budget (Total Cost)
EXPENSES			
PERSONNEL (specify positions and hours per week)			
Office program administrator, Financial Accountant	7000.00		7000.00
Janitorial/Maintenance 3hrsX10 sessions-special service outside regular staffed hours	750.00		750.00
Youth program Instructor		3500.00	3500.00
a. SUBTOTAL PERSONNEL	7750.00	3500.00	11250.00
TRAVEL & TRAINING (specify)			
Kilometer reimbursements		500.00	500.00
b. SUBTOTAL TRAVEL & TRAINING		500.00	500.00
MATERIALS AND SUPPLIES (specify)			
Senior Activities		3500.00	3500.00
Preschool program		500.00	500.00
Youth program		1500.00	1500.00
Office Expenses(printing, paper, copying, postage), Promotions		2000.00	2000.00
c. SUBTOTAL MATERIALS AND SUPPLIES		7500.00	7500.00
OTHER (specify)			
Volunteer Appreciation	500.00		500.00
Youth Workshop Instruction(3)		3000.00	3000.00
Lunch and Learn Facilitators		1000.00	1000.00
d. SUBTOTAL OTHER	500.00	4000.00	4500.00
e. TOTAL EXPENDITURES (e=a+b+c+d)	8250.00	15500.00	23750.00
REVENUE (specify other sources of funding including fundraising, fees for service, other grants, etc.)			
Fee for Service-Youth Program	4000.00		
-Youth Workshops(3)	1250.00		
-Senior Program	3000.00		
f. TOTAL REVENUE	8250.00		
g. FCSS REQUEST (DEFICIT = Total of Column 3 Expenditures - Total Revenue)		15500.00	

COMPLETE THIS SECTION ONLY IF YOU RECEIVED 2021 COUNTY FCSS FUNDING AND ARE APPLYING FOR AN INCREASE.

12. 2022 FUNDING INCREASE REQUEST EXPLANATION	
A. 2021 County FCSS Grant	
B. 2022 County FCSS Request	
C. Does this request result from a decrease in other funding support? Specify.	
D. Identify requested funding increase. List each category and the amount of increase (e.g. Personnel, Materials and Supplies).	
E. Provide a rationale together with supporting data, using demographics as necessary.	
F. How will this increase impact clients and services? How will the change be measured? If the increase is not granted, what effect will it have?	
G. Outline the efforts already taken to accommodate the proposed program adjustment.	
H. How many years have you received County FCSS funding?	

2021-2022 Bearspaw Community Association Board List

Chair- Allen Vanderputten

Vice Chair- Vacant

Treasurer- Tahir Jamil

Programs Chair- Anitra Apps

Facilities Chair- Bruce Hanson

Director at Large- Hans Hirschmanner

Director at Large- Coralee Talen

Director at Large- Anita Carey

BEARSPAW COMMUNITY ASSOCIATION

FINANCIAL STATEMENTS (Audited)

March 31, 2021



BEARSPAW COMMUNITY ASSOCIATION

March 31, 2021

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Heidi Brauer

Chartered Professional Accountant

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110, 720 - 28 Street NE Calgary, AB T2A 6R3

Independent Auditor's Report

To the Members of:
Bearspaw Community Association

Report on the Audit of the Financial Statements

Qualified Opinion

I have audited the Statement of Financial Position of the Bearspaw Community Association as at March 31, 2021 and the Statements of Operations, Net Assets and Cash Flows and a summary of significant accounting policies and other explanatory notes for the year ended March 31, 2021.

In my opinion, except for the effects of adjustments, if any, which I might have determined to be necessary had I been able to satisfy myself of the completeness of fundraising activities described in the next paragraph, these financial statements present fairly, in all material respects, the financial position of the Bearspaw Community Association as at March 31, 2021 and the results of its operations and cash flows for the year ended March 31, 2021 in accordance with Canadian accounting standards for not-for-profit associations.

Basis for Qualified Opinion

In common with many not-for-profit associations, the Bearspaw Community Association derives revenue from certain fundraising activities, e.g. the Christmas Market and various social events, the completeness of which is not subject to satisfactory audit verification. Accordingly, my verification of these revenues was limited to the amounts recorded in the records of the Bearspaw Community Association and I was not able to determine whether any adjustments might be necessary to revenue, excess of revenue over expenses, assets and net assets. I conducted my audit in accordance with Canadian auditing standards. I am independent of the Bearspaw Community Association in accordance with the ethical requirements that are relevant to my audit and I have fulfilled my other ethical responsibilities in accordance with these requirements. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my qualified audit opinion.

Management's Responsibility

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit associations and for such internal control as management determines necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Bearspaw Community Association's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting.

Auditor's responsibility

My responsibility is to express an opinion on these financial statements based on my audit. I conducted my audit in accordance with Canadian auditing standards. Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, concluding on the appropriateness of management's use of the going concern basis of accounting as well as evaluating the overall presentation of the financial statements. I would like to draw your attention to Note 13 - Uncertainty due to the COVID-19 pandemic.

I communicate with those charged with governance regarding the planned scope and timing of the audit and significant audit findings including any significant deficiencies in internal control that I identify during my audit.

Matter of Emphasis

During the fiscal year, the Association changed the name from Bearspaw-Glendale Community Association to Bearspaw Community Association.

Calgary, Alberta
Date of board approval

Heidi Brauer
Chartered Professional Accountant

BEARSPAW COMMUNITY ASSOCIATION
STATEMENT OF FINANCIAL POSITION
(Audited)

As at March 31

	<u>2021</u>	<u>2020</u>
ASSETS		
CURRENT ASSETS		
Cash and cash equivalents - operating	\$ 101,430	\$ 130,030
Externally restricted assets (Notes 3)	20,213	12,628
Investments, unrestricted (Note 9)	306,269	281,136
Accounts receivable - operating	23,392	6,790
GST receivable	7,111	14,508
Prepaid expenses (Note 10)	16,008	10,319
	<u>474,423</u>	<u>455,411</u>
PROPERTY AND EQUIPMENT (Note 4)	<u>974,535</u>	<u>1,078,329</u>
TOTAL ASSETS	<u><u>\$ 1,448,958</u></u>	<u><u>\$ 1,533,740</u></u>
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES		
Accounts payable and accrued liabilities	\$ 25,424	\$ 41,030
Payroll liabilities	1,459	1,576
Deferred cash contributions (Note 3)	20,213	12,628
Deferred revenues	9,110	10,548
TOTAL CURRENT LIABILITIES	<u>56,206</u>	<u>65,782</u>
LONG TERM LIABILITY		
CEBA loan (Note 12)	60,000	-
DEFERRED CAPITAL CONTRIBUTIONS (Note 6)	<u>494,704</u>	<u>537,352</u>
NET ASSETS		
Unrestricted	358,217	389,629
Invested in property and equipment	479,831	540,977
TOTAL NET ASSETS	<u>838,048</u>	<u>930,606</u>
TOTAL LIABILITIES AND NET ASSETS	<u><u>\$ 1,448,958</u></u>	<u><u>\$ 1,533,740</u></u>

APPROVED ON BEHALF OF THE BOARD OF DIRECTORS:

signed:.....
Chair

signed:.....
Treasurer

The accompanying notes and schedules are an integral part of the Financial Statements

BEARSPAW COMMUNITY ASSOCIATION
STATEMENT OF CHANGES IN NET ASSETS
(Audited)

For the Year Ended March 31

	Unrestricted	Invested in Property and Equipment	2021 Totals	2020 Totals
Balances, Beginning of the Year	\$ 389,629	540,977	930,606	903,444
Increases (decreases)	(31,412)	(61,146)	(92,558)	27,162
Balances, End of the Year	\$ 358,217	479,831	838,048	930,606

The accompanying notes and schedules are an integral part of the Financial Statements

BEARSPAW COMMUNITY ASSOCIATION
STATEMENT OF OPERATIONS
(Audited)
For the Year Ended March 31

	<u>2021</u>	<u>2020</u>
REVENUE		
Grants and contributions (Note 7)	\$ 184,526	\$ 147,702
Rentals (Schedule 2)	70,508	146,035
Events (Schedule 1)	20,380	37,456
Contributions from casino (Note 11)	12,415	56,438
Programs (Schedule 4)	11,198	75,286
Memberships	7,266	12,989
Interest	3,325	5,803
Other and administration	555	1,919
TOTAL REVENUE	<u>310,173</u>	<u>483,628</u>
EXPENDITURES		
Salaries and benefits	146,939	178,582
Building and equipment repairs and maintenance (Schedule 3)	45,890	72,908
Administration/office (Schedule 3)	29,325	35,183
Utilities (Schedule 3)	22,209	25,808
Programs (Schedule 4)	17,638	54,033
Insurance	13,118	10,800
Professional fees/legal	10,632	11,661
Events (Schedule 1)	8,583	20,067
Ground maintenance	7,712	24,852
Equipment rentals	994	-
Volunteer appreciation	569	2,068
TOTAL EXPENDITURES	<u>303,609</u>	<u>435,962</u>
Excess of revenue over expenditures before amortization and write-off	6,564	47,666
Plus: Amortized deferred capital contributions (Note 6)	110,206	107,312
Less: Amortization	<u>(133,520)</u>	<u>(127,816)</u>
Excess of revenue (deficiency) after amortization before write-off	(16,750)	27,162
Write-off of development costs (Note 8)	<u>(75,808)</u>	<u>-</u>
EXCESS OF REVENUE (DEFICIENCY) AFTER WRITE-OFF	<u>\$ (92,558)</u>	<u>\$ 27,162</u>

The accompanying notes and schedules are an integral part of the Financial Statements

BEARSPAW COMMUNITY ASSOCIATION
STATEMENT OF CASH FLOWS
(Audited)

For the Year Ended March 31

	<u>2021</u>	<u>2020</u>
Cash generated from/(used in):		
OPERATIONS:		
Excess of revenue (deficiency) over expenditures after amortization and write-off	\$ (92,558)	\$ 27,162
Non-cash items:		
Amortization	133,520	127,816
Amortized contributions (Note 6)	(110,206)	(107,312)
Write-off	75,808	-
Changes in non-cash operating working capital:		
Accounts receivable	(16,603)	12,670
GST receivable	7,397	(7,896)
Prepaid expenses (Note 11)	(5,689)	(347)
Accounts payable and accrued liabilities	(15,606)	21,851
Payroll liabilities	(117)	(14)
Deferred revenues	(1,437)	(15,250)
Net cash from operating activities	<u>(25,491)</u>	<u>58,680</u>
FINANCING:		
Deferred cash contributions (Note 3)	7,585	(158,362)
CEBA loan	60,000	-
Deferred capital contributions (Note 6)	67,558	257,210
Net cash from financing activities	<u>135,143</u>	<u>98,848</u>
INVESTING:		
Purchase of property and equipment	(105,534)	(347,061)
Investments	(25,133)	108,745
Net cash used in investing activities	<u>(130,667)</u>	<u>(238,316)</u>
DECREASE IN CASH AND CASH EQUIVALENTS	(21,015)	(80,788)
Cash and cash equivalents, beginning of the year	<u>142,658</u>	<u>223,446</u>
CASH AND CASH EQUIVALENTS, END OF THE YEAR	\$ <u>121,643</u>	\$ <u>142,658</u>
Consisting of:		
Unrestricted cash and cash equivalents	\$ 101,430	\$ 130,030
Externally restricted cash and cash equivalents (Note 3)	20,213	12,628
	<u>\$ 121,643</u>	<u>\$ 142,658</u>

The accompanying notes and schedules are an integral part of the Financial Statements

**Rocky View County
Family & Community Support Services (FCSS)**

2022 FCSS GENERAL FUNDING APPLICATION

(FUNDING PERIOD: January 1 – December 31, 2022)

ALL INFORMATION PROVIDED IS PUBLIC

APPLICATION DEADLINE IS 4:00 P.M. AUGUST 30, 2021 NO EXCEPTIONS

1. ORGANIZATION INFORMATION	
Organization Name	Big Brothers Big Sisters of Calgary and Area
Program Name	Mentoring in Rocky View County
FCSS Funding Request (over \$7,500) (from Section 9.6 C Proposed Budget)	\$90,050
E-Mail Address and Website	bbbs.calgary@bigbrothersbigsisters.ca www.bbbscalgary.ca
Mailing Address (include postal code)	5945 Centre St S, Calgary AB, T2H 0C2
Street Address (for courier purposes)	5945 Centre St S, Calgary AB, T2H 0C2
Agency Telephone Number	403-777-3535
Agency Fax Number	403-777-3525
Executive Director Name	Jillian Dowding Director of Service Delivery (and Interim Co-CEO)
Program Contact Name	Leanne Burke Manager, Service Delivery
Phone Number (If different from above)	

2. CERTIFICATION OF COMPLIANCE
<p>This is to certify that to the best of my knowledge and belief, the information included in this application complies with the requirements and conditions set out in the Family and Community Support Services Act and Regulation.</p> <p align="center">(https://www.alberta.ca/family-and-community-support-services-fcss-program.aspx)</p> <p align="center">A program outcomes evaluation is required by February 28, 2023 if your application is successful</p>


Signature (Agency Signing Authority)

Director, Service Delivery
Title

Jillian Dowding
Print Name

8/27/2021
Date

RECEIVED
Aug 30/21

Submit Completed Documents to, or for further assistance contact:
Dimitri Dimopoulos, FCSS Coordinator
Rocky View County
262075 Rocky View Point
Rocky View County, AB T4A 0X2

For further assistance, please call 403.520.1289 or email fcss@rockyview.ca

Please note that faxed or e-mailed copies of the application will not be accepted. It is strongly recommended that you courier or hand deliver your proposal (printed single sided pages only) and request confirmation of receipt.
APPLICATION DEADLINE IS 4:00 P.M. AUGUST 30, 2021 - APPLICATIONS NOT RECEIVED BY THIS DEADLINE WILL NOT BE ACCEPTED.

☒ Please email confirmation of receipt of this application to: leanne.burke@bigbrothersbigsisters.ca

Please indicate how you heard of the Rocky View County FCSS Program:

_____ newspaper ad _____ social media _____ website visit/search

_____ word of mouth **X other (specify) Long time funder**

3. SOCIETY MEMBERSHIP (current)	
Number of Members	N/A
Membership Fee Per Member	N/A

4. TYPE OF ORGANIZATION		
Alberta Societies Act Registration Number:	506 223 395	
Charitable Number (if have one):	14015 1259 RR0001	<input type="checkbox"/> Government Agency

5. DAYS AND HOURS OF OPERATION OF THE PROGRAM							
OPERATING HOURS	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
	9-8	9-8	9-8	9-8	9-5	Closed	Closed
Dates not Open:	December 24 th – January 3rd						
Statutory Holiday:	11		Other				

6. DOCUMENTATION REQUIREMENTS:	ATTACHED
Do not provide other attachments unless requested to do so.	
List of current agency Board of Directors by name and Board position (Board information is requested to ensure sufficient governance and make members accessible to administration, if required.) Do not include personal contact information (home addresses, emails, or phone numbers).	<input checked="" type="checkbox"/>
Fee Policy and Schedule (if applicable)	<input type="checkbox"/>
Organizational Chart of Agency	<input checked="" type="checkbox"/>
Certificate of Incorporation under the Societies Act if new applicant. (Not applicable to other municipal governments and associated departments)	<input type="checkbox"/> Included <input checked="" type="checkbox"/> Not Applicable
Constitution and Bylaws (first time applicants only unless changes were made by previously funded groups)	<input type="checkbox"/>
Job description(s) for County FCSS funded positions requested (first time applicants only unless changes were made by previously funded groups)	<input type="checkbox"/>
Most recent Audited Financial Statement	<input checked="" type="checkbox"/>

The personal information on this form is being collected for the purpose of determining eligibility of an applicant to receive FCSS funding; to assist in administering the FCSS funding; and to monitor, assess, and evaluate your program. This information is collected under the authority of Section 33 (c) of the Freedom of Information and Protection of Privacy Act and may become public information once it is submitted to the FCSS program. Questions regarding the collection of this information can be directed to the Manager, Recreation and Community Services at 403.520.6307.

7.1 PROGRAM DESCRIPTION

Provide a brief program description in a few sentences (to be used for publication by FCSS)

Recent advances in brain science show that the presence of supportive adults in childhood contributes to building healthy brain architecture, a process which sets the child up for a lifetime of resilience, positive social interaction, and academic and social success. Big Brothers Big Sisters of Calgary and Area facilitates a 1:1 developmental relationship between a trained mentor and children and youth facing adversity, who gain confidence, competence, and critical thinking skills, learn to connect with a caring adult, and become more engaged with their education and future orientation. The 1:1 mentoring process includes the following steps: recruitment, training, onboarding, matching, monitoring and support, and closure, according to BBBS Canada's rigorous National Standards for ensuring safety and quality of matches.

Our 1:1 mentoring model can take place in local schools or in the community, or now, as we pivot to respond to the need arising from the Covid-19 health pandemic, virtually. In response to community needs, we also run programs for children and youth involved with government care, for LGBTQ2S+ identified children and youth, and for those who are exhibiting behaviour that puts them at risk for negative, possibly criminal patterns of behaviour or victimization.

7.2 PREVENTION

In what way(s) is your program preventive in nature? Check the appropriate items from the following list. You will be required to report on each of the Outcomes that you have selected.

Provincial Outcome	Rocky View County Outcomes	
Improved social well-being of individuals	Outcome 1: Individuals experience personal well-being. Indicators: Resilience; self-esteem; optimism; capacity to meet needs; autonomy; competence; personal engagement; meaning and purpose.	<input checked="" type="checkbox"/>
	Outcome 2: Individuals are connected with others. Indicators: Quality of social relationships; social supports available; trust and belonging.	<input type="checkbox"/>
	Outcome 3: Children and youth develop positively. Indicators: Developmental assets.	<input checked="" type="checkbox"/>

Provincial Outcome	Rocky View County Outcomes	
Improved social well-being of families	Outcome 4: Healthy functioning families. Indicators: Positive family relationships; positive parenting; positive family communications.	<input type="checkbox"/>
	Outcome 5: Families have social supports. Indicators: Extent and quality of social networks; family accesses resources as needed.	<input type="checkbox"/>

Provincial Outcome	Rocky View County Outcomes	
Improved social well-being of the community.	Outcome 6: The community is connected and engaged. Indicators: Social engagement; social support; awareness of the community; positive attitudes toward others and the community.	<input type="checkbox"/>
	Outcome 7: Community social issues are identified and addressed. Indicators: Awareness of community social issues; understanding of community social issues; agencies and/or community members work in partnership to address social issues in the community.	<input type="checkbox"/>

7.3 PRIMARY TARGET

Indicate the Primary target at whom the program is aimed by estimating the percentage of the program's FCSS allocation that is directed to services in the following categories.

Children	35	%
Youth	60	%
Families		%
Adults		%
Seniors		%
Volunteerism	5	%
Community Development		%
Total	100	%

7.4 SOCIAL SERVICE CONTINUUM

Please indicate the percentage of each section below that your program provides.

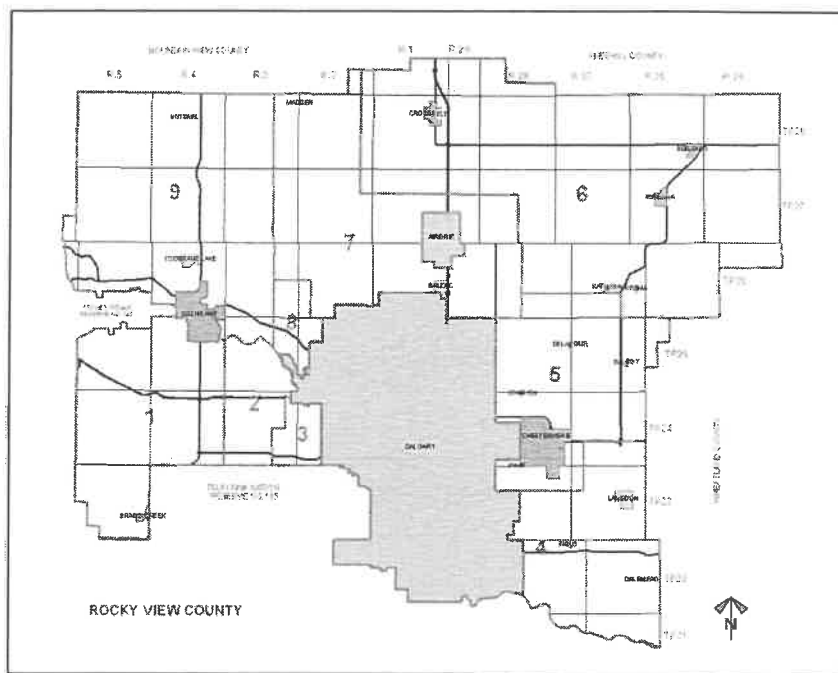
• Promotion: Programs and services that promote public education and awareness of social needs.	10	%
• Prevention: Programs and services focused at the earliest opportunity on individuals and families whose social well-being in community life is at risk.	10	%
• Early Intervention: Programs and services focused on individuals and families with identified early signs of unmet needs, who require support to enhance their social well-being.	80	%
• Specialized Services: Programs and services for individuals and families focused on emerging social needs not yet sufficiently addressed by community support.		%
• Remediation Services: Programs and services for individuals and families with clearly defined unmet needs, who require assessment, intervention, and treatment to enhance their social well-being.		%
Total	100	%

8. COORDINATION AND COMMUNICATION

A. Identify organizations within the program's catchment area (define your region of operation; include towns and border of service area and also clearly mark it on the map with thick black lines) that provide similar services.

There are numerous important programs and services available to support vulnerable children and youth in Rocky View County. For example, The Seniors for Kids program is a not-for-profit organization in Cochrane that promotes intergenerational relationships in Cochrane. While a similar mandate, our mentors are not limited to older individuals and our programs are guided by our rigorous National Standards. BGC (formerly Boys and Girls Club) in Cochrane and Airdrie provide success coaches in a school setting which offer instrumental support for youth, as well as leadership, employment, and after school programs. However, BBBS Calgary and Area is the only organization providing one-to-one mentoring for young people, both in schools and the greater community.

We are also connected to several Children's Services Family Resource Network (FRN) Hubs (seven in total, including FRN 10, serving Airdrie and the surrounding area), through which we are building partnerships with Hubs and other Spokes to ensure a wide range of programs and services are offered with limited duplication.



B. What cooperative and coordinative steps has the program taken with these agencies?

The BBBS Mentoring Coordinators in these communities maintain regular contact with local community resources through interagency meetings and volunteer manager meetings to ensure there is no duplication of services within the area. BBBS staff in Cochrane and Airdrie continue to work with other child and youth serving agencies in order to enhance existing processes and practices, streamline services and share valuable resources and information through community networking meetings.

As part of the Airdrie Resource Council (ARC) and an active member of Volunteer Airdrie, we continue to attend virtual and in-person meetings to connect with other youth service agencies in the Rocky View area. Additionally, we are connecting with Rocky View area senior centres to expand programs that are not already available to them.

C. Describe the similarities and differences between the proposed program and those identified as being delivered by other organizations.

Big Brothers Big Sisters is the only organization whose sole mandate is the provision of effective, quality mentoring for children and youth. BBBS is the only mentoring organization that provides both community and school based one-to-one mentoring for young people and volunteers through a variety of unique approaches to programming. It is also the only program to offer services designed to address the negative impacts of toxic stress and adverse childhood experiences (ACEs) in vulnerable children and youth, based on the research into the science of the developing brain. In order to effectively deliver these evidence-based programs, all our staff take a thirty-hour course in brain science developed by the Alberta Family Wellness Initiative.

While there are similarities between BBBS' programs and the Seniors for Kids program, Seniors for Kids is focused on engaging senior citizens in relationships with young people through a range of different options, including one-to-one interactions, being a "Classroom Grandparent", or drawing on their own experiences and knowledge through presenting to classes of students. The focus of BBBS has always been on creating and enhancing opportunities for children and youth through mentoring relationships to promote resilience and positively impact their social emotional health and wellbeing.

BGC (formerly Boys and Girls Club) in both Cochrane and Airdrie provides programming for youth ages 6-18 and families through clubs in the community. Programs offered include tutoring support, employment assistance, and a leadership program for grades 5-8 and grades 9-12 that focuses on self-esteem, education, and career development. The BGC Raise the Grade program aims to increase academic skills, high school graduation rates and access to post-secondary, while Breaking Barriers is an 18-week skill building and employment readiness program for those 15-30. Many of these programs are of interest to our mentees as they are a welcome compliment to the more intentional and focused social-emotional learning that is provided through 1:1 mentorship.

OUTCOMES MODEL

(For further information on the outcomes model contact the County FCSS program for a copy of a toolkit.)

9.1 AGENCY/PROGRAM VISION

Desired social condition. May be your agency's existing vision statement.

All young people realize their full potential

9.2 AGENCY/PROGRAM MISSION

Unique role in working towards the desired social condition. What are you currently doing to achieve your mission (e.g. other programs and services that are not a part of this application for funding)?

BBBS Calgary and Area seeks to enable life-changing mentoring relationships to ignite the power and potential of young people. We work to facilitate meaningful, professionally supported developmental relationships between adult volunteer mentors and children/youth mentees aged 6 through 24, in order to promote resilience and social-emotional competence. Community needs have evolved dramatically over the past few years. Notably, we are witnessing three profound trends: increasing mental health challenges among children and youth, significant impacts of the Covid-19 pandemic on our young people and increased awareness of equity, diversity and inclusion issues facing vulnerable youth. BBBS has responded to these trends by drawing on a deep well of experience.

For more than 40 years we have been facilitating life-changing mentoring relationships with a caring adult mentor. Our long history of leading innovation has proven crucial as we address growing mental health challenges among young people. Through the recent implementation of our organizational Theory of Change, we were one of the first organizations to implement Brain Story certification for all our staff, in partnership with the Palix Foundation and the Alberta Family Wellness Initiative, which provides detailed scientific information on brain development and its consequences for lifelong health.

Vulnerable youth in Rocky View County have faced additional challenges due to the Covid-19 pandemic. Young people have been living in a remarkable period of enforced social isolation, lacking access to regular routines and school and community supports. Despite the positive direction the pandemic seems to be taking, there remains an enormous amount of anxiety about the future. BBBS Calgary and Area is well positioned to continue to adapt to the changing landscape in the best interests of young people. This may include pivoting to virtual program service delivery model, increasing frequency of contact with our Littles, and exploring innovative ways to reach prospective mentors.

9.3 STATEMENT OF NEED

Problem statement; description of the situation you wish to change.

The BBBS needs assessment process at intake reveals that the majority of our clients, regardless of their identity group, struggle significantly with social-emotional skills, all which have a strong bearing on overall mental health. COVID-19 has amplified the stress experienced by economically and socially vulnerable youth by limiting access to regular routines, school, and community support. Our research indicates certain groups of children and youth may be even more affected by both the stresses of everyday life and of COVID-19.

We know that 5 out of 10 kids in Rocky View County have 4 or more Adverse Childhood Experiences (ACEs), which studies have shown can harm children's developing brains and lead to changing how they respond to stress and damaging their immune systems so profoundly that the effects show up decades later. The most common adversities cited by Littles include divorce of parents, substance abuse in family, and conflict or violence at home. This is fairly consistent with data from across all our programs, although mental health issues in the household ranks high when looking across the agency. We also ask at intake what challenges young people are facing right now. The highest responses are for difficulty relating to peers or a lack of friends, low self-esteem, and difficulty controlling their emotions.

As mentioned above, we are seeing a trend in increasing mental health challenges among children and youth, significant impacts of the Covid-19 pandemic on our young people and increased awareness of equity, diversity and inclusion issues facing vulnerable youth. Mental health has been declining among Canadian families since the pandemic. In a 2021 study, 25% of Canadian parents reported that their children's mental health had worsened

since the pandemic. A recent study by Abacus Data confirms that young people are struggling to remain engaged with their education with racialized young people struggling the most. Over 1,000 Canadian youth (aged 15-30) were surveyed, and the findings indicate that 67% are struggling to access the supports they need to learn and half report that they have started to rethink their plans for future education and employment.

9.4 STRATEGY/ACTIVITIES

How will the program address the specified need? What goal or long-term change or impact do you want to achieve? What are you going to do in the program to achieve your goal(s)?

Through mentoring, our primary goal is to grow our impact for the children and youth we serve by:

- a) Facilitating a developmental relationship between a caring mentor and a vulnerable child or youth. A developmental relationship is a relationship with a caring adult, in which the adult expresses care, challenges growth, provides support, shares power and expands possibilities for the young person.
- b) Supporting positive social emotional learning across the five domains as defined by CASEL: self-awareness, self-management, social awareness, relationships skills and responsible decision-making.

Our flagship core **community mentoring** programs match a child aged 6-12 or youth aged 13-24 with an individual adult or adult couple. Mentoring matches meet in the community once a week for two to five hours and take part in developmentally-important activities of the young person's choice. Through an intentional matching and training process, supported by a Mentoring Coordinator, the match builds a trusting developmental relationship, in which the adult mentor expresses care, challenges growth, provides support and expands possibilities for their Little. Within the context of this relationship, clients build executive function skills, improve their social-emotional skills and resiliency, and benefit from a natural support who facilitates other connections in the community.

Matches can be made year-round, and we request a one-year commitment from volunteer mentors, although many matches last longer. Each match follows a series of best practices for building, supporting and closing mentoring matches.

Our **school-based programs** match elementary school-age children with either adult or teen volunteers in a 1:1 mentoring relationship. Children are matched one-on-one with an adult or senior mentor from their community, who they meet for an hour once per week during the school year and on school premises. Matches engage in a wide range of recreation and craft activities that promote curiosity, intellectual growth, critical thinking skills and problem-solving. Examples include crafts, games, baking, reading, sports, playing outside, group activities like building gingerbread houses, pumpkin carving or scavenger hunts. Although BBBS Mentoring Coordinators arrange these activities, ultimately the mentor and their mentee must work together to plan what they would like to do. These activities and interactions supplement the core school curriculum by supporting a quality bond between mentor and mentee, within which context children and youth develop and enhance their social-emotional wellbeing and gain access to social supports and community and school resources.

Our Teen Mentoring program, also in schools, matches children with teens from local junior and senior high schools and supports their weekly meetings in their school with supervision by a Mentoring Coordinator. Young students benefit from the one-on-one attention and by having access to the knowledge and wisdom of their older peers, which helps build their confidence and increases feelings of self-acceptance. Meanwhile, teen mentors improve their leadership, time management and communication skills, doubling the impact of the program. Despite the ongoing challenges brought on by the pandemic, Teen Mentoring continues to be a key area of growth for us, particularly in Rocky View County. We are keen to explore some new communities to implement our programs, such as Langdon, Crossfield, Springbank and Chestemere.

Virtual Mentoring became a necessity as we navigated the mandated restrictions brought on by the pandemic. We facilitated two online Teen Mentoring programs for about 40 students in the 2020-21 school year between the Global Sports Academy at Springbank High and younger students at Springbank Middle School, and innovated even further with our new Big Pen Pal Project, a different form of virtual mentoring. Through the project, we facilitated the exchange of 2 letters between Bigs and Littles in schools each month for a period of 5 months until the end of the school year. This gave us the opportunity to engage regularly with our current program participants and some of our mentors while in-school programs were suspended due to ongoing restrictions. Our project evaluation confirmed that the Big Pen Pal Project supported the creation of a developmental relationship between the volunteer and the mentee by expressing care and expanding possibilities. While the in-person mentoring model will always be our preferred method, innovations like the Big Pen Pal Project have allowed connections to grow

and flourish. As the upcoming school year will also be one of transition and adaptation, we will be exploring whether or not the Big Pen Pal Project will be a good fit for rural communities.

We will test new **volunteer recruitment** strategies, including a recruitment campaign for Big Couple and Between Generations for senior volunteer mentors. These targeted campaigns will also incorporate new tactics such as expanded radio ads, interviews, and direct mail outs to Rocky View County residents. As word of mouth continues to be one of the top ways we get new mentor volunteers, it is the engagement of these new volunteers and the positive experience they have that will help us continue to support the young people in need of a mentor in Rocky View and area.

The Covid-19 pandemic provided the opportunity for us to step back and evaluate our recruitment strategies, and of course we were forced to re-imagine our tactics. We know that in some cases, young people are waiting up to two years to be matched with a mentor. We therefore began to look at novel solutions to the pressing need of ensuring we had a full pipeline of mentors ready to be matched with vulnerable young people. As we shifted to virtual methods of service delivery due to the onset of the pandemic, we engaged a diverse network of stakeholders to support the ideation process, specifically in the area of recruitment. Working with external partners such as Pivot Innovation, the University of Calgary and with pro-bono support from Benevity, we undertook a process of “innovation engineering” that led to the development of a new web-based recruitment tool called the DIY (Do It Yourself) Volunteer Tracker to help facilitate a more seamless volunteer experience with our agency.

Our process revealed the core problem was not that there were too few mentor applicants, but rather, the effectiveness of moving applicants more quickly and seamlessly through our extensive onboarding and intake process. In response, we developed the DIY Tracker, which will support BBBS becoming a more effective, sustainable, and resilient organization able to impact more youth in the community. It will improve system integration, increasing our capacity to innovate and collaborate with partner agencies, other civil society organizations and the general public. The DIY Tracker is an innovative platform designed to recruit and onboard mentors in order to accelerate the pace of recruitment, provide increased engagement throughout the qualification process, and to retain a higher % of mentors from initial interest to active participation. The DIY Tracker takes the existing qualification process and translates the experience to a series of online modules that apply the same rigorous standards BBBS is known for, but allows the applicant to move at an accelerated, self-directed pace.

BBBS is in the process of taking the DIY Tracker from prototype to product. Building on our initial review and research, we have completed targeted beta testing and iteration and are now focused on implementation for all prospective volunteers and finally scaling up the project to potentially impact the BBBS network provincially and nationally. We have created a business model design and are working with our national network on how to integrate the DIY Tracker into our current service delivery platform.

9.5 RATIONALE

An explanation of why you believe this strategy or approach will work; include research if possible.

Neuroscience tells us that supportive, nurturing relationships, like those fostered by BBBS, are critical to buffering the impact of toxic stress caused by adversity. BBBS mentors promote resilience in children and youth by providing opportunities to develop healthy behaviour, effective interpersonal relationships, and civic engagement. This includes helping young people develop strategies to cope with stress and manage difficult circumstances. A study of Big Brothers Big Sisters programs found that adult participants who had had a Big Brother or Big Sister as a child were more likely to give to charitable causes and volunteer in their communities than those participants who had not been in a BBBS mentoring program (Boston Consulting Group, 2013). We also know that mentoring can open doors to higher education, assuring youth a higher earning potential throughout their lives (Levine, 2014). And according to the Harvard Center on the Developing Child, facilitating supportive adult-child relationships is one of the four key factors in building resilience (Harvard Center on the Developing Child).

BBBS Calgary and Area has decades of expertise to draw upon when delivering quality mentoring programs, implementing research-based mentoring best practices and developing processes for the recruitment, screening and ongoing supervision of mentors and mentoring relationships. Each match follows a series of best practices for building, supporting and closing mentoring matches. Mentoring Coordinators and Engagement Coordinators recruit, screen, train, match, monitor and close matches according to BBBS Canada's rigorous National Standards.

We know mentoring works. Our evaluative data shows that our programs have a positive impact on children and youth through measuring social emotional learning, the process through which young people understand and

manage their emotions, set and achieve positive goals; feel and show empathy for others, establish and maintain positive relationships, and make responsible decisions.

Specifically, we measure the impact of mentoring on young people in two key areas:

Social-Emotional Competencies

Social-emotional competencies of children and youth are measured in 8 domains, as measured by parents and by mentees:

- **Self-Awareness** the desire to improve self and awareness of strengths and limitations
- **Self-management** ability to control emotions and behaviors in pursuit of a goal or in a new situation
- **Personal responsibility** being careful and reliable and contribute to group efforts
- **Goal-Directed behavior** skills to initiate and complete tasks
- **Relationship skills** ability to promote and maintain positive connections
- **Social Awareness** capability to interact with others in a positive manner that shows respect and tolerance
- **Decision Making** problem solving skills and accepting responsibility for decisions
- **Optimistic Thinking** confidence, hopefulness and positive thinking

As rated by parents, in FY 2021, 77% of mentees improved one or more SEC and 90% of mentees self-reported improvements in one or more SEC. The key areas of improvement are consistent for both parents and self-reported by young people:

- 65% | 47% of children and youth control better their emotions and behaviors in pursuit of a goal or in a new situation **Self-management**
- 55% | 43% of children and youth better maintaining positive connections **Relationship skills**
- 63% | 41% of children and youth improved their capability to interact with others in a positive manner that shows respect and tolerance **Social Awareness**

We do not provide targeted interventions to develop one specific skill; for example, self-awareness on its own. Instead we mainly focus on the quality of relationship of the overall relationship between mentor and mentee and evaluate all areas of social emotional competencies as a whole.

Developmental Relationships

A developmental relationship is a relationship with a caring adult, in which the adult expresses care, challenges growth, provides support, shares power and expands possibilities for the young person. BBBS Calgary and Area measures the presence and strength of a developmental relationship after four months of mentoring, annually, and at match closure.

	Express Care	Challenge Growth	Provide Support	Share Power	Expand Possibilities
All Mentees	92%	84%	79%	90%	69%
School	89%	80%	71%	89%	60%
Community	95%	88%	87%	90%	78%
Mentors	99%	83%	90%	98%	81%

9.6 INPUTS

*Please see end of application for budget shell. Budget sheet(s) **MUST** follow the template as provided.

A. Have you researched or sourced other methods of funding? How do you propose to sustain this program?

Without committed and sustained funding, we are not able to create and maintain the life-altering mentoring relationships for children and youth in Rocky View County who need them most. Led by its Board of Directors, BBBS Calgary and Area is pursuing a diversified business development strategy that seeks funding from federal, provincial and local governments, corporate and family foundations, local business and public donations that ensures we are not overly dependent on any one funding source. Funding for Rocky View County services is

provided through a number of sources, including the City of Airdrie, the Town of Cochrane and Alberta Children's Services; as well as local businesses, service clubs and individuals.

We have explored unique opportunities in the past year to raise both funds for and awareness of our programs, including more robust third-party events. For example, we re-imagined our Big Brunch fundraiser in a safe way that respected all pandemic health restrictions in 2020. Although we are able to resume in-person events we are retaining some of the changes we made last year in 2021. We are also implementing a 50-50 draw linked to our annual All Stars for Kids campaign, and a wine auction in partnership with ROARR, a key program partners that offers equine assisted learning programs and therapies for youth and seniors in need. We will continue to seek out innovative opportunities to ensure secure and consistent funding for our programs.

B. Has this budget been authorized by your Board of Directors? Yes ☒ No ☐ If no, please explain:

BBBS operates on a fiscal year which runs from April 1 to March 31. We are midway through our FY2022 budget year. The FY2023 budget (covering April 1, 2022-March 31, 2023) will be developed and approved by the board in March 2022.

9.7 PROJECTED OUTPUTS (Count of products and services delivered to the target group. For definitions, see the end of the report)

Please report the projected direct product of your activities, usually measured by volume of work accomplished. Must include projected number of individual participants, volunteers and volunteer hours. Other outputs may include projected number of training sessions, workshops, and community development programs. Include projected number of County residents utilizing services. Rocky View County residents do not include people who reside in Airdrie, Beiseker, Chestermere, Cochrane, Crossfield, Irricana or Redwood Meadows. It does include those who live outside of these municipalities and within the hamlets located within the County's borders.

A. PROJECTED NUMBER OF INDIVIDUAL PARTICIPANTS SERVED:

People served should only be counted once unless they are part of a family being served (see definitions). DO NOT include group participants, contacts, or community development initiatives if counted below.

Provide general summary of outputs here:

Below is a projected number of people who receive services directly through mentoring programs including children, youth, teen mentors and adult mentors. The target group for BBBS mentoring programs is children and youth with the age demographics ranging from 6-24 depending on the program.

It will take time to ramp up as we navigate the Covid-19 pandemic but we expect to be back in schools across Rocky View County in fall 2021 in some form and are hopeful that we will be able to maintain a comparable level of programming in support of Rocky View children and youth in our community programming.

Number of Children/Youth (0 to 18 years) **198** Number of County Residents: **30**

Number of Adults (19 to 64 years) **53** Number of County Residents: **10**

Number of Seniors (65+ years) Number of County Residents:

Number of Families Number of County Families:

B. PROJECTED NUMBER OF GROUPS SERVED:

(e.g. workshops, training and/or education groups)

Provide general summary of outputs here:

BBBS provides program orientation, pre-match training and post-match training to mentees and their families as well as to volunteers. All participants in the mentoring match undergo our nationally-accredited Strong from the Start pre-match training. We continually adapt our training to reflect best practices, including adding components on brain science, trauma-informed care, developmental relationships, and social emotional competencies. We make local alterations to this program to best suit the needs of the community.

We are currently facilitating one-on-one pre-match training for Littles and families. We found this to be more effective when we have to deliver the training virtually and also allows us to individualize the training. We will look at resuming in-person group training for Littles and families in the fall 2021. While we are resuming in-person, small group volunteer training, we are maintaining a virtual training option. It may also be a more effective way of engaging mentors from throughout Rocky View County to complete training virtually instead of in person.

We also hold monthly matched events to support low- or no-cost activities our matches can participate in. These events are geared towards providing fun, recreational, and educational experiences for Littles and their mentors to do together.

These numbers reflect:

	Groups ↓	Families	Children & Youth	Mentors
Pre-match training*	12	15	95	90~
Post-match training^	2	8	10	
	4			20
Matched events^	12			10

* Monthly pre-match training for projected *new* mentors and mentees (and their families). It doesn't include those matches that are in process, as they have already received the required training

~ This includes estimated 15 new adult mentors and 75 teen mentors

^ All are invited to participate, however, not all attend

Number of Groups: **30 (unique)** Total Number of Participants: **200 (unique)** Number of County Residents: **20 (unique)**

C. PROJECTED NUMBER OF CONTACTS PROVIDED:

(e.g. providing assistance with forms/referral; telephone, mail outs, email, and social media)

Provide general summary of outputs here:

BBBS staff provides ongoing support to mentors and mentees including initial contact, ongoing match support, formal check-ins at 4 months and annually, and community referrals. Contact is provided weekly for teen mentoring matches and there is a minimum of monthly contact for community matches. Mentors and mentees have phone or email access to their mentoring coordinator as well as emergency phone support 7 days a week 24 hours a day.

Number of Clients: **198** Number of County Residents: **40**

D. PROJECTED NUMBER OF COMMUNITY DEVELOPMENT INITIATIVES:

(E.g. community assessment, mobilization, and/or advocacy committees. Do not include service to individuals)

Provide general summary of outputs here:

BBBS has historically participated in many local area initiatives including trade shows, presentations, booths at fairs and local markets. The Covid-19 pandemic has impacted many of these events, however we are continuing to engage with community partners in a variety of ways. As we shift to a virtual/in-person service delivery model, we anticipate ramping up and pivoting our recruitment efforts.

The increased community awareness to support this will include social media engagement, local radio and print media, and increased public signage (i.e. bus shelters, road signs). We have also been working to expand our Big Deal Card program into Rocky View County, as well as our Ambassador program. The Big Deal Card provides local businesses with the opportunity to give back to the community through special offers and discounts, exclusive to BBBS mentors and mentees, and our Ambassadors support young people by sharing their stories of mentoring with others who may be interested in participating. We have pivoted to do many of these activities virtually and will transition back to in-person events as appropriate through the 2022 year.

Staff will continue to attend Airdrie Resource Council (ARC) and other Rocky View area community meetings that are being held virtually or in-person. Volunteer Airdrie and the Youth Volunteer Corp continue to be a partners we work with to mobilize new volunteers from youth to adults and includes those that live within Rocky View County.

Our staff also continue to utilize our office space located at the Airdrie Community Links office so that we are present in the community and easily accessible.

Number of Initiatives: **20** Number of Clients: **will vary** Number of County Residents: **will vary**

E. VOLUNTEERISM

a) What are the roles of volunteers in the program?

Volunteers continue to be the foundation on which BBBS programs are built. Volunteers work directly with the young people or clients enrolled in BBBS programs. These volunteers commit to meeting with their mentees weekly for one calendar or one school year, depending on the program. Volunteers also serve on various committees and boards and provide support in the areas of fundraising, promotions, governance, policy and risk management.

b) How does the program promote, encourage, and facilitate the use of volunteers?

As a voluntary organization, volunteer mentors are essential in the delivery of BBBS mentoring programs. We continue to be focused on ensuring that we have enough mentors to support the vulnerable young people coming to us for service. Recruitment of caring, competent, committed mentors is a strategic priority for the organization and is supported by three enabling strategies: expand and deepen recruiting capacity within the organization; develop and implement a recruiting strategy including diverse groups of potential mentors; and enhance the recognition and retention of mentors.

In April 2021, we ran one of our most successful recruitment campaigns in recent history that saw the largest number of new volunteers apply to become mentors we have ever had in one month. This also include 15 new volunteers for the Airdrie and Rocky View area. By broadening our recruitment tactics to include television advertising, a three-part news series as well as targeted radio ads, we were able to bring a sense of urgency to our need for adult mentors and the impact a volunteer can have in all the communities we serve. We will continue to use these successful strategies and expand on them with more local media throughout 2022.

As part of our on-going process of promoting and encouraging new and existing volunteers, we are also expanding our volunteer recognition program. This includes the addition of the Big Deal Card mentioned above. The value for mentors is that they can utilize the discount card to help reduce the cost to activities with their Littles, they can explore new activities in their community, and helps them to support local businesses. To learn more about the BIG Deal card, go to: www.bbbscalgary.ca/bigdealcard.

As mentioned above, BBBS is in the process of taking the DIY Tracker from prototype to product. Building on our initial review and research, we have completed targeted beta testing and iteration and are now focused on implementation for all prospective volunteers, including those from Rocky View County, and finally scaling up the project to potentially impact the BBBS network provincially and nationally. We have created a business model design and are working with our national network on how to integrate the DIY Tracker into our current service delivery platform.

c) Total number of volunteers in agency/program:	111
d) Total number of volunteer hours in 2020:	4,160
e) Estimated number of volunteer hours until the end of 2021:	3,000

9.8 EXPECTED OUTCOMES

Statements, which describe the difference the agency/program intervention will make with clients in the short term, mid-term, and long term. These must logically connect to the Provincial and Rocky View County Outcomes in Section 7.2.

Outcome 1: Children and youth form a developmentally significant relationship with a mentor.

- Children and youth feel supported by their mentors

Outcome 2: Individuals experience personal well-being.

- Mentors feel that what they do in life is valuable, worthwhile and valued by others
- As a result of being involved in BBBS program, I make my community a better place

9.9 OUTCOME INDICATORS

List the specific items of information that you will track to measure your program's success on outcomes. These are generally in the form of a cluster of questions or surveys and relate directly to the Rocky View County Outcome Indicators listed in Section 7.2. Copies of the Provincial FCSS Measures Bank are available upon request.

Outcome 1: Children and youth form a developmentally significant relationship with a mentor.

- At BBBS I feel my mentor cares about me
- At BBBS I feel supported by my mentor

Outcome 2: Individuals experience personal well-being.

- As a result of volunteering with BBBS I believe I am making a difference

10. ADDITIONAL INFORMATION

Please provide a brief agency/program history.

Big Brothers Big Sisters of Calgary and Area (BBBS Calgary) facilitates developmental relationships between volunteer mentors and children and youth who are facing adversity. Mentoring is an intervention proven to address prevalent social issues like lack of school engagement, loneliness and social isolation, poverty, and trauma. Mentors also constitute a social resource, helping children and youth develop social and emotional skills and connecting them to other parts of their communities.

BBBS believes passionately in the right of every child to fulfill their potential and has been working to make that vision a reality since 1994. Our mentoring programs in Calgary, Airdrie, Okotoks, Cochrane and surrounding rural communities focus on the core outcomes of improving resilience by enhancing the social-emotional wellbeing and executive function of children and youth.

11. STORIES

Please provide 1 or 2 short anecdotal stories about some of your County rural clients who have received services from your organization, and how their situation has improved as a result of their involvement in this program. This story may be used for publication by FCSS. Please do not include any client identifying information.

Throughout the pandemic, Big Brothers Big Sisters of Calgary and Area has pivoted programming to ensure the safety and wellbeing of clients and volunteers. At the start of the 2020/2021 school year, the agency reached out to all existing school contacts to explore what the Teen Mentoring program could look like. W. H. Croxford High School and Nose Creek Elementary School recognized the benefit of mentoring for their students and wanted to work with us to determine what a virtual (online) teen mentoring program would look like. This included key technology requirements, school staff support to ensure the program could run efficiently, and also that the program operated within parameters that mandate that matches between a teen Big and a younger Little are monitored by our trained staff.

Our Mentoring Coordinator created a meeting using the Zoom platform where all participants joined at the same time each week. School staff at Nose Creek supported the program by helping children log in to their Zoom meeting. Matches were then moved into breakout rooms and our staff would virtually move between breakout rooms to provide support and ideas. Matches met for the entire school year and were able to build relationships, just as they had in our regular in-person programming. When asked about the program, one teen mentor stated: "I was able to help my mentee through a few challenges at school about bullying and helped him discover self confidence." Our school contact stated: "His mentor always tried new and fun activities. There wasn't a week that went by where they weren't doing something fun or inventive like arts and crafts or science experiments."

We also implemented two online Teen Mentoring programs for about 40 students from the Global Sports Academy at Springbank High and younger students at Springbank Middle School. Students from Springbank High were asked for feedback at the end of program. Three years of survey data demonstrates several positive gains as a result of participation as a teen mentor.

- 91% of teen mentors have increased their awareness regarding the importance and benefit of developing secure, healthy relationships
- 89% of teen mentors agreed or strongly agreed that this experience as a mentor has helped them get along better with others
- 57% of teen mentors have increased the number of connections (e.g. friends, people I hang out with, say hi to in the hall) with other youth at school
- 61% of teen mentors have increased the number of connections (e.g. people I know who to turn to if I need help) with the adults at their school
- 63% of teen mentors feel more connected to their school as a result of being a mentor

We appreciated the opportunity to pilot a virtual teen mentoring program, and we will continue to offer this stream as long as we are facing uncertainty as a result of the pandemic. It also shows us that mentoring can be effective virtually, though the consistent feedback from all participants is that they would prefer to meet in person if possible. We look forward to our continued work with our school partners and will adapt as needed.

INSERT BUDGET DETAILS ON THE FOLLOWING PAGE
DO NOT INCLUDE IN-KIND SUPPORTS, ONLY ACTUAL DOLLARS
AN EXCEL SPREADSHEET IS AVAILABLE FOR INSERTION

Please ensure that section 9.6 C starts on a page(s) with no other sections on the page(s). For consistency purposes, it is **IMPERATIVE** that you use the following template as provided and **NOT** modify it, other than adding additional lines.

9.6 C. INPUTS (Resources dedicated to the program. Include staff and budget for one year.)			
2022 PROPOSED 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 2022 Costs to be paid or contributed by the Applicant and other funding partners (Agency Contribution)	Column 2 2022 Costs to be funded by County FCSS (Program Request)	Column 3 2022 Projected Year End Total Program Budget (Total Cost)
EXPENSES			
PERSONNEL (specify positions and hours per week)			
Mentoring Coordinators (Airdrie & Cochrane 3.1 FTE)	118,279.00	35,400.00	153,679.00
Service Delivery Team Lead/Supervisor/Support/Recruitment/ Evaluation	38,644.00	24,500.00	63,144.00
Communications Support	18,913.00	2,500.00	21,413.00
Administrative Support	67,817.00	10,000.00	77,817.00
a. SUBTOTAL PERSONNEL	243,653.00	72,400.00	316,053.00
TRAVEL & TRAINING (specify)			
Staff Transportation	2,801.00	2,000.00	4,801.00
Staff Training/Recognition/Recruitment	18,856.00	2,375.00	21,231.00
Vol. Training/Recognition	1,840.00	750.00	2,590.00
b. SUBTOTAL TRAVEL & TRAINING	23,497.00	5,125.00	28,622.00
MATERIALS AND SUPPLIES (specify)			
Office, postage, equipment & computer maintenance	23,561.00	1,475.00	25,036.00
Rent & Storage	33,419.00	3,000.00	36,419.00
Group Activities & Program Supplies	2,651.00	1,500.00	4,151.00
Volunteer Recruitment Activities & Supplies, Promotional Materials, Advertising	3,788.00	2,500.00	6,288.00
c. SUBTOTAL MATERIALS AND SUPPLIES	63,419.00	8,475.00	71,894.00
OTHER (specify)			
Outside Consultants/Audit Fees	18,654.00	1,150.00	19,804.00
Insurance/Marketing	4,221.00	1,750.00	5,971.00
Dues to BBBS Canada/Memberships	4,352.00	1,150.00	5,502.00
d. SUBTOTAL OTHER	27,227.00	4,050.00	31,277.00
e. TOTAL EXPENDITURES (e=a+b+c+d)	357,796.00	90,050.00	447,846.00
REVENUE (specify other sources of funding including fundraising, fees for service, other grants, etc.)			
FCSS Airdrie Grants	160,000.00		
Other Government Funding	35,888.00		
Donations, Foundations and Fundraising	161,908.00		
f. TOTAL REVENUE	357,796.00		
g. FCSS REQUEST (DEFICIT = Total of Column 3 Expenditures – Total Revenue)		90,050.00	

COMPLETE THIS SECTION ONLY IF YOU RECEIVED 2021 COUNTY FCSS FUNDING AND ARE APPLYING FOR AN INCREASE.

12. 2022 FUNDING INCREASE REQUEST EXPLANATION	
A. 2021 County FCSS Grant	81,500.00
B. 2022 County FCSS Request	90,050.00
C. Does this request result from a decrease in other funding support? Specify. Like many charitable organizations, we are experiencing a decline in donations from corporations and individuals. However, the need for our services is only growing.	
D. Identify requested funding increase. List each category and the amount of increase (e.g. Personnel, Materials and Supplies). We have requested a small increase across all budget categories.	
E. Provide a rationale together with supporting data, using demographics as necessary. This modest increase reflects the true costs of implementing programming in Rocky View County. The 2022 proposed budget is the same budget requested in 2021.	
F. How will this increase impact clients and services? How will the change be measured? If the increase is not granted, what effect will it have? We are requesting a modest increase that allows for increased costs across all budget categories. We continue to work hard to ensure we have appropriate funds to support mentoring programs in Rocky View County.	
G. Outline the efforts already taken to accommodate the proposed program adjustment. N/A	
H. How many years have you received County FCSS funding? We have gratefully received funding from Rocky View County FCSS for many years. We look forward to continuing our partnership to serve vulnerable children and youth!	



BOARD LIST: JUNE 2021 – JUNE 2022

Breanne Oliver, Chair

General Manager Human Resources/Corporate Spokesperson, Inter Pipeline

George Androulidakis, Vice-Chair

Managing Director, Risk Management Solutions Group, National Bank of Canada

Donna Lee, Treasurer

Partner, National Tax Services, MNP LLP

Jana Prete, Secretary and Ombudsman

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Michael Bell, Director

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Consultant

Nicholas Cambridge, Director

Senior Manager, Financial Systems & Reconciliation, Benevity

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Senior Drilling and Completions Advisor, Strathcona Resources Ltd.

Jean Gladu, Director

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Gurpreet Lail, Director

President & CEO, Petroleum Services Association of Canada

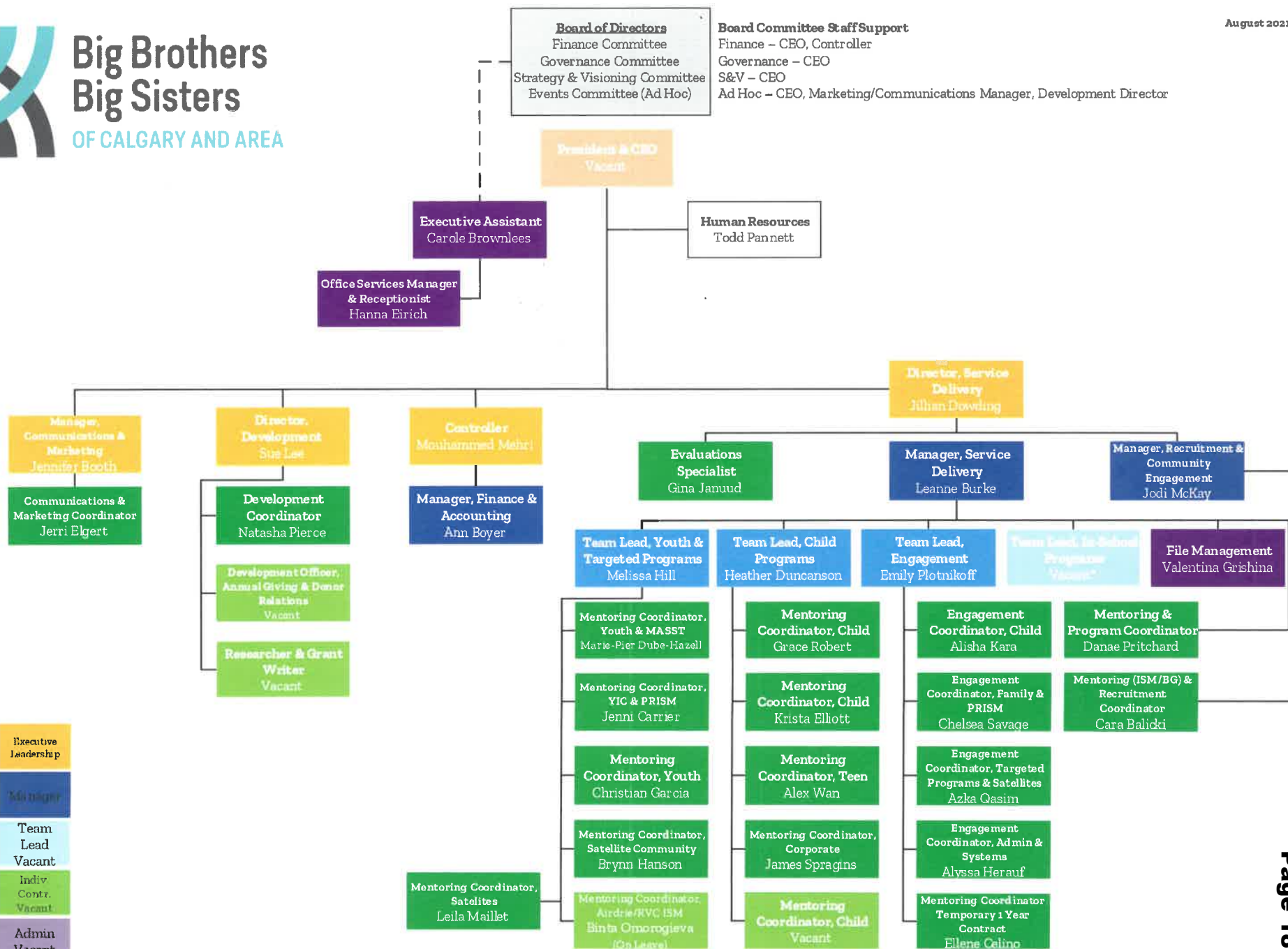
Adam Lamont, Director

Vice President, CCI Wireless, Xplornet Communications Inc.

Rick McMurray, Director

Canadian Progress Clubs, Calgary Bow River

President	Executive Leadership
Executive Leadership Vacant	Manager
Team Lead	Team Lead Vacant
Individual Coordinator	Indiv Contr. Vacant
Admin	Admin Vacant



* Team Lead role to be reconsidered and resourced based upon agency needs requirements, and funding.



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INDEPENDENT AUDITORS' REPORT

To the Board of Directors of Big Brothers Big Sisters of Calgary and Area

Opinion

We have audited the financial statements of Big Brothers Big Sisters of Calgary and Area (the Entity), which comprise:

- the statement of financial position as at March 31, 2021
- the statement of operations and changes in net assets for the year then ended
- the statement of cash flows for the year then ended
- and notes to the financial statements, including a summary of significant accounting policies

(Hereinafter referred to as the "financial statements").

In our opinion, the accompanying financial statements, present fairly, in all material respects, the financial position of the Entity as at March 31, 2021, and its results of operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the "***Auditors' Responsibilities for the Audit of the Financial Statements***" section of our auditors' report.



We are independent of the Entity in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other Information

Management is responsible for the other information. Other information comprises:

the information, other than the financial statements and the auditors' report thereon, included in the Entity's Annual Report.

Our opinion on the financial statements does not cover the other information and we do not and will not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information identified above and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit and remain alert for indications that the other information appears to be materially misstated.

We obtained the information, other than the financial statements and the auditors' report thereon, included in the Annual Report as at the date of this auditors' report.

If, based on the work we have performed on this other information, we conclude that there is a material misstatement of this other information, we are required to report that fact in the auditors' report.

We have nothing to report in this regard.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Entity's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Entity or to cease operations, or has no realistic alternative but to do so.



Those charged with governance are responsible for overseeing the Entity's financial reporting process.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.



- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the Entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

KPMG LLP

Chartered Professional Accountants

Calgary, Canada

May 31, 2021

BIG BROTHERS BIG SISTERS OF CALGARY AND AREA
Statement of Financial Position
March 31, 2021 with comparative information for 2020

	March 31, 2021	March 31, 2020
	\$	\$
Assets		
Current assets:		
Cash (note 3)	2,255,773	1,045,617
Short-term investments (note 4)	-	251,707
Accounts receivable (note 8)	118,819	45,943
Prepaid expenses	67,766	71,213
	2,442,358	1,414,480
Property and equipment (note 5)	94,150	20,310
Intangible assets (note 5)	20,286	-
Total assets	2,556,794	1,434,790
Liabilities and net assets		
Current liabilities:		
Accounts payable and accrued liabilities	178,302	99,320
Deferred revenue (note 9)	700,549	531,683
	878,851	631,003
Deferred asset contributions (note 9)	25,517	12,169
Deferred revenue (note 9)	22,047	19,922
	926,415	663,094
Net assets:		
Unrestricted	1,630,379	771,696
Commitments (note 11)		
Economic dependence (note 12)		
Total liabilities and net assets	2,556,794	1,434,790

See accompanying notes to financial statements.

On behalf of the Board:

Breanne Oliver
Chair

Warren Book
Treasurer

BIG BROTHERS BIG SISTERS OF CALGARY AND AREA
Statement of Operations and Changes in Net Assets
Year ended March 31, 2021 with comparative information for 2020

	March 31, 2021	March 31, 2020
	\$	\$
Revenue		
Government funding	1,497,297	1,377,273
Federal subsidies (note 8)	856,398	-
Foundations	665,660	896,244
Fundraising (note 6)	546,252	757,075
General donations	296,474	346,348
Gifts in-kind	71,349	69,478
Deferred asset contribution amortization (note 9)	12,277	7,040
Interest and other investment	5,599	8,628
Total revenue	3,951,306	3,462,086
Expenses		
Personnel	2,458,745	2,580,666
Rent and office	415,328	415,636
Gifts in-kind	71,349	69,478
Fundraising (note 6)	48,859	48,139
Program activities and supplies	39,714	47,002
Amortization	23,756	10,248
Volunteer recruitment and training	14,666	23,431
Communications and marketing	12,301	43,713
Other expenses	7,905	8,605
Total expenses	3,092,623	3,246,918
Excess of revenue over expenses ¹	858,683	215,168
Net assets, beginning of year	771,696	556,528
Net assets, end of year	1,630,379	771,696

See accompanying notes to financial statements.

¹ Excess of revenue over expenses before federal subsidies revenue of \$856,398 (2020 - \$nil) is \$2,285 (2020 - \$215,168).

BIG BROTHERS BIG SISTERS OF CALGARY AND AREA
Statement of Cash Flows
Year ended March 31, 2021, with comparative information for 2020

	March 31, 2021	March 31, 2020
	\$	\$
Cash provided by (used in):		
Operating activities:		
Cash received from donors	3,166,602	2,997,435
Cash received from federal subsidies (note 8)	793,528	-
Cash paid to suppliers	(889,079)	(1,012,362)
Cash paid to employees	(2,025,944)	(2,152,932)
Interest and other investment income	5,599	8,628
	1,050,706	(159,231)
Financing activities:		
Deferred asset contributions received from donors	25,625	-
Investing activities:		
Short-term investments purchased	-	(251,707)
Cash received from sale of short-term investments	251,707	252,265
Property and equipment acquired	(92,257)	(8,377)
Intangible assets acquired	(25,625)	-
	133,825	(7,819)
Net increase (decrease) in cash	1,210,156	(167,050)
Cash, beginning of year (note 3)	1,045,617	1,212,667
Cash, end of year (note 3)	2,255,773	1,045,617

See accompanying notes to financial statements.

BIG BROTHERS BIG SISTERS OF CALGARY AND AREA

Notes to Financial Statements

Year ended March 31, 2021 with comparative information for 2020

1. Nature of Operations

Big Brothers Big Sisters Society of Calgary and Area (the Society or BBBS) is a non-profit organization incorporated under the Societies Act of Alberta. The Society's mission is to enable life-changing mentoring relationships to ignite the power and potential of young people. The Society is a registered charity under the Income Tax Act (Canada) and accordingly is exempt from income taxes, provided certain requirements of the Income Tax Act are met.

BBBS' focus is to create and empower mentoring relationships for children and youth in Calgary, Airdrie, Cochrane, and Okotoks who are facing adversity and in need of additional supportive relationships. Each mentoring relationship ("match") is monitored and supported to ensure positive and meaningful relationships that have a direct and lasting effect on the lives of the children and youth ("Littles"), their families, the mentors ("Bigs"), and generations to follow. The Society categorizes its programs under two groupings - Community-Based and School-Based:

- a) In our Community-Based program, mentors are matched with children ages 6 to 24 to explore the community and form close connections (developmental relationships). Mentors and mentees meet two to five hours weekly and make a one-year commitment to the mentoring program.

In addition to the traditional one-to-one matches (Big Brothers/Big Sisters), our Community program offers unique opportunities for volunteers to impact the lives of young people, such as helping a high school youth discover their passions and set goals for the future, mentoring gender and sexually diverse children and youth (PRISM), or being a consistent source of support for a child or youth who is living in care. Within this program, volunteers can even mentor with a spouse or partner.

- b) In our School-Based programs, mentors build self-confidence and resiliency in elementary and junior high school students in a school setting throughout the school year. Matches work on homework together, play games, or simply share stories with one another. In addition to the traditional one-to-one School matches, this program provides opportunities for teens to mentor elementary-aged kids (Teen Mentoring), and for adults 50 and over to mentor kids in a setting where they can also socialize with other mentors (Between Generations).
- c) BBBS has a comprehensive infrastructure for supporting mentorship partnerships: in depth screening of mentors to ensure child safety; a broad network of professional staff supporting mentors and volunteers; systems for selecting, approving and supporting volunteers; referring families to agencies that provide other services if required for the mentee and their family. BBBS also hosts matched events and provides access to various community events and activities for the children and youth, families and volunteers it serves as well as those on its waitlist.

2. Summary of significant accounting policies

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations in Part III of the CPA Handbook and include the following significant accounting policies:

- a) *Cash*

Cash consists of cash on hand and deposits held in financial institutions.

BIG BROTHERS BIG SISTERS OF CALGARY AND AREA

Notes to Financial Statements

Year ended March 31, 2021 with comparative information for 2020

2. Summary of significant accounting policies (continued)**b) Short-term investments**

Short-term investments consist of guaranteed investment certificates (GICs) with original terms of at least three months that mature within one year from the statement of financial position date. Short-term investments are recorded at fair value, with unrealized changes to fair value recorded as investment gain or loss.

c) Property and equipment

Property and equipment is stated at cost less accumulated amortization. Property and equipment is amortized over their estimated useful lives at the following rates and methods:

Assets	Method	Rate
Computer hardware and software	Straight line	Four years
Furniture, office and display equipment	Straight line	Five years
Website design	Straight line	Seven years
Leasehold improvements	Straight line	Lease term

The amount of amortization that will be charged to the Statement of Operations will be determined as the greater of a) cost less residual value over the useful life of the asset or b) cost less salvage value over the life of the asset. The Society regularly reviews its property and equipment to eliminate obsolete items. Property and equipment are reviewed for impairment whenever events or circumstances indicate that the carrying amount of the asset may not be recoverable and exceeds its fair value. When an item of property and equipment no longer contributes to the Society's ability to provide services, its carrying amount is written down to its fair value or replacement cost.

d) Intangible assets

Intangible assets consist of costs incurred to develop a cybersecurity software system, and are stated at cost less accumulated amortization. Amortization is recorded on a straight-line basis over the assets' estimated useful life of four years. Intangible assets are reviewed for impairment whenever events or circumstances indicate that the carrying amount of the asset may not be recoverable and exceeds its fair value. When an intangible asset no longer contributes to the Society's ability to provide services, its carrying amount is written down to its fair value or replacement cost.

e) Deferred asset contributions

Revenue from funders used specifically for the purchase of property and equipment and intangible assets is recorded as a deferred asset contribution and amortized at the same rate as the related asset, in order to recognize revenue at the same time as the amortization expense.

f) Revenue

The Society uses the deferral method to record the receipt and use of resources that are subject to restrictions. Under this method, restricted contributions related to expenses of future periods are deferred and recognized as revenue in the period in which the related expenses are incurred. Other contributions are reported as revenue in the current period.

BIG BROTHERS BIG SISTERS OF CALGARY AND AREA

Notes to Financial Statements

Year ended March 31, 2021 with comparative information for 2020

2. Summary of significant accounting policies (continued)

f) *Revenue (continued)*

Grants and donations are included in revenue in the year in which they are received or become receivable, with the exception that amounts received to fund specific expenditures are included in revenue in the year the funds are spent.

Revenue from fundraising activities, including pledges, is recognized only when the contribution is received. Casino proceeds are included in revenue as expenditures are incurred in accordance with approved use of proceeds by the Alberta Gaming and Liquor and Cannabis Commission (AGLC).

The Society applies for financial assistance under available government incentive programs. Government assistance relating to expenses of the period is recorded as federal subsidies revenue on the Statement of Operations.

Revenue from all other sources is included in the year in which it is received or becomes receivable if the amount to be received can be reasonably estimated and collections are reasonably assured.

g) *Gifts in-kind*

Donated ("in-kind") goods, which otherwise would be paid for by the Society, are recorded at fair market value, when determinable, with the corresponding "in-kind" expense recorded at an equal amount. "Gifts in-kind revenue" represents donated tickets, which are used within the fiscal year, for volunteers and families to attend various sporting and cultural events.

h) *Contributed services*

Volunteers contribute services to assist the Society in carrying out its activities. Because of the difficulty of determining their fair value, contributed services are not recognized in the financial statements.

i) *Use of estimates*

The preparation of the financial statements in accordance with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets, liabilities, revenues, and expenses during the reporting period. Accounts receivable are stated after evaluation as to their collectability and an appropriate allowance for doubtful accounts is provided where considered necessary. Amortization is based on the estimated useful lives of property and equipment and intangible assets.

These estimates and assumptions are reviewed periodically and, as adjustments become necessary, they are reported in earnings in the periods in which they become known. Consequently, actual results could differ from those estimates.

j) *Financial instruments*

The Society initially measures financial assets and financial liabilities at fair value. Cash and short-term investments are subsequently measured at fair value, while all other financial instruments are subsequently measured at amortized cost.

BIG BROTHERS BIG SISTERS OF CALGARY AND AREA

Notes to Financial Statements

Year ended March 31, 2021 with comparative information for 2020

2. Summary of significant accounting policies (continued)**j) *Financial instruments (continued)***

Financial assets are assessed for impairment on an annual basis at the end of the fiscal year if there are indicators of impairment. If there is an indicator of impairment, the Society determines if there is a significant adverse change in the expected amount or timing of future cash flows from the financial asset. If there is a significant adverse change in the expected cash flows, the carrying value of the financial asset is reduced to the highest of the present value of the expected cash flows, the amount that could be realized from selling the financial asset or the amount the Society expects to realize by exercising its right to any collateral. If events and circumstances reverse in a future period, an impairment loss will be reversed to the extent of the improvement, not exceeding the initial impairment charge.

k) *COVID-19 impact on the Society*

The COVID-19 pandemic presents uncertainty over future cash flows, and may have a significant impact on the Society's future operations. COVID-19 related restrictions have caused disruption in how the Society delivers on its mission. As a result of these restrictions, the Society has introduced virtual mentoring and other forms of communication to stay connected with the mentees. Management is currently in the process of developing future plans in order to mitigate the impact of this pandemic and its economic consequences affecting the sustainability of the Society. The Board of Directors will assist as necessary in maintaining organizational sustainability. While the disruption is currently expected to be temporary, there is considerable uncertainty around its duration.

The COVID-19 pandemic has resulted in the Society qualifying to receive federal subsidies (note 8). During the year ended March 31, 2021, management has monitored all expenditures and implemented hiring replacement freezes of service delivery personnel and reducing all controllable expenses.

Additional government grants received are considered part of the normal grant streams and treated as regular government funding, as these COVID-19 grants were replacing current funding streams.

With the support of these subsidies and controlling of expenditures, the Society has been able to report a net surplus of revenues over expenses even though the Society's regular streams of funding have been impacted. Any related financial impact of COVID-19 on the Society or broader economic influences in future periods cannot be reasonably estimated.

As at the reporting date, the Society has determined that COVID-19 has had no impact on its accounting policies, contracts or lease agreement, the assessment of provisions or timing of revenue recognition, other than as described in note 8 to the financial statements.

The Society has not assessed any impairment that needs to be recognized on its property and equipment or intangible assets at March 31, 2021, as it continues to use these assets in the normal course of operations. The Society continues to manage liquidity risk by forecasting and assessing the cash flow requirements on an ongoing basis. As of March 31, 2021, the Society continues to meet its contractual obligations within normal payment terms and the Society's exposure to credit risk remains largely unchanged.

BIG BROTHERS BIG SISTERS OF CALGARY AND AREA

Notes to Financial Statements

Year ended March 31, 2021 with comparative information for 2020

3. Cash

Net receipts from casino and gaming activities, and related investment income is restricted and may only be used for certain expenditures authorized by the AGLC. The balance of the externally restricted cash is \$ 208,367 (2020 - \$258,914).

4. Short-term investments

Short-term investments as at March 31, 2020 consisted of a redeemable term deposit with a purchase price of \$250,000 with a fixed rate of return of 1.7% per annum. This investment was redeemed during the year ended March 31, 2021.

5. Property and equipment and intangible assets

	Cost \$	Accumulated Amortization \$	2021 Net Book Value \$	2020 Net book value \$
Computer hardware and software	16,767	15,481	1,286	3,488
Furniture, office, and display equipment	122,351	54,270	68,081	175
Website design	33,149	29,203	3,946	8,682
Leasehold improvements	23,759	2,922	20,837	7,965
Total property and equipment	196,026	101,876	94,150	20,310

	Cost \$	Accumulated Amortization \$	2021 Net Book Value \$	2020 Net book value \$
Cybersecurity framework	25,625	5,339	20,286	-
Total intangible assets	25,625	5,339	20,286	-

BIG BROTHERS BIG SISTERS OF CALGARY AND AREA

Notes to Financial Statements

Year ended March 31, 2021 with comparative information for 2020

6. Fundraising activities

	2021 \$	2020 \$
Revenue		
All Star Campaign	253,800	334,235
Casino	117,097	113,485
Big Brunch	80,772	155,653
Alberta Treasury Management Charity Classic	33,379	43,430
Shaw Charity Classic	11,042	10,120
Miscellaneous internal campaigns	10,180	37,236
Sean's goals	6,000	25,500
Calgary Corporate Challenge	5,907	19,853
Miscellaneous third-party fundraising events	28,075	17,563
	546,252	757,075
Expenses		
All Star Campaign	31,633	10,767
Big Brunch	13,802	28,043
Miscellaneous internal campaigns	2,053	6,577
Miscellaneous third-party fundraising events	1,237	232
Miscellaneous fundraising expenses	134	1,615
Calgary Corporate Challenge	-	905
	48,859	48,139
Net fundraising events	497,393	708,936

The Society is registered under the *Charitable Fund-raising Act of Alberta* and has considered all required disclosures under section 7 (2) of the Act in preparing these statements.

BIG BROTHERS BIG SISTERS OF CALGARY AND AREA

Notes to Financial Statements

Year ended March 31, 2021 with comparative information for 2020

7. Charitable Fundraising Act of Alberta

As required under Alberta's Charitable Fund-raising Act Regulation, the following amounts are disclosed for fundraising activities in the province of Alberta.

	2021 \$	2020 \$
Revenue:		
Gross contributions received	842,726	1,103,423
Expenses		
Fundraising Events	48,859	48,139
Personnel (remuneration paid to employees)	133,594	209,630
Total expenses	182,453	257,769

Total contributions include all funding received from Corporations, Individuals, Canadian Progress Clubs, and Fundraising activities. These gross contributions were used as follows: Fundraising events \$48,859 (2020 - \$48,139); Personnel \$577,767 (2020 - \$621,478); Rent and office \$180,393 (2020 - \$171,794); Communications and marketing \$5,109 (2020 - \$17,449); Program supplies and activities \$16,495 (2020 - \$18,762); Volunteer recruitment and training \$6,092 (2020 - \$9,353); Amortization \$4,768 (2020 - \$1,280); Other \$958 (2020 - \$nil); with a surplus of \$2,285 (2020 - \$215,168).

Total remuneration paid to employees includes their salaries and related company benefits (registered retirement savings plan and group insurance) who principal duties involve fundraising.

8. Federal subsidies

In response to the impact of the COVID-19 pandemic on Canadian businesses, the Canadian government announced the Canada Emergency Wage Subsidy ("CEWS") program on March 27, 2020. Under this program, an eligible employer is entitled to receive 75% of their employees' wage, up to a maximum amount per week per employee of \$847. Other requirements include meeting a revenue test where qualifying revenues must fall by rates of not less than 15% to 30% on a year-over-year basis. The CEWS program was initially applicable for period March 15 to June 6, 2020, which end date was later extended to June 5, 2021, with further modifications and transitional rules to program announced. The recent Federal budget has also extended the CEWS claim period to September 25, 2021.

The 10% Temporary Wage Subsidy for Employers ("TWS") is a three-month measure that allows eligible employers to reduce the amount of payroll deductions they need to remit to Canada Revenue Agency ("CRA").

The Canadian government continued with an additional announcement that the Canadian Emergency Rent Subsidy ("CERS") program. Under this program, an eligible employer who has seen a drop in revenue due to the COVID-19 pandemic may be eligible for a subsidy to cover part of their commercial rent or property taxes starting September 27, 2020 until June 2021.

BIG BROTHERS BIG SISTERS OF CALGARY AND AREA

Notes to Financial Statements

Year ended March 31, 2021 with comparative information for 2020

8. Federal Subsidies (continued)

The Society recognized CEWS and TWS amounts of \$798,456 (2020 - \$nil) and \$25,000 (2020- \$nil) respectively, in respect of its employees for the period of April 1, 2020 to March 31, 2021. The Society recognized CERS amount of \$32,942 (2020 - \$nil) in respect of its commercial rent for the period of September 27, 2020 to March 31, 2021. The Society has received in \$793,528 of the recognized subsidies by March 31, 2021, and for the period of March 14, 2021 to March 31, 2021 has an accrued receivable of \$62,870 (CEWS - \$58,415 and CERS - \$4,455, respectively). Such subsidy amounts have been presented as federal subsidies revenue on the Statement of Operations and Changes in Net Assets. While qualifications and subsidy amounts may be subject to audit by the CRA, the Society is confident with respect to its entitlement to the subsidies received.

9. Deferred revenue and deferred asset contributions

Deferred revenue related to expenses of future periods represents unspent externally restricted grants and donations for specific programs.

	Opening Balance \$	Funds received and interest accrued \$	Spent and recognized as revenue \$	Ending Balance \$
For year ended March 31, 2021				
Government of Alberta	-	720,145	(511,683)	208,462
AB Casino Funds	258,914	66,550	(117,097)	208,367
City of Calgary	130,783	589,300	(589,609)	130,474
Other government agencies	72,308	418,570	(396,005)	94,873
Other funders	89,600	131,885	(141,065)	80,420
Total deferred revenue	551,605	1,926,450	(1,755,459)	722,596
Less current portion	531,683			700,549
Non-current portion	19,922			22,047
	Opening Balance \$	Funds received and interest accrued \$	Spent and recognized as revenue \$	Ending Balance \$
For year ended March 31, 2020				
Government of Alberta	100,250	286,199	(386,449)	-
AB Casino Funds	242,664	129,735	(113,485)	258,914
City of Calgary	244,444	489,120	(602,781)	130,783
Other Government agencies	111,743	348,608	(388,043)	72,308
United Way of Calgary and Area	2,475	442,818	(445,293)	-
Other funders	211,877	228,213	(350,490)	89,600
Total deferred revenue	913,453	1,924,693	(2,286,541)	551,605
Less current portion	892,430			531,683
Non-current portion	21,023			19,922

BIG BROTHERS BIG SISTERS OF CALGARY AND AREA

Notes to Financial Statements

Year ended March 31, 2021 with comparative information for 2020

9. Deferred revenue and deferred asset contributions (continued)

Deferred asset contributions related to property and equipment and intangible assets represent the unamortized amount and unspent amount of donations and grants received for the purchase of property and equipment and intangible assets. The amortization of deferred asset contributions is recorded as revenue in the Statement of Operations.

	2021	2020
	\$	\$
Balance, beginning of year	12,169	19,209
Contributions received during the year	25,625	-
Amortization of deferred capital contributions	(12,277)	(7,040)
Total deferred asset contributions	25,517	12,169

10. Financial instruments

The Society's exposure to risks arising from financial instruments are outlined as follows:

Credit risk

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation. Cash consists of bank balances and deposits with large credit-worthy financial institutions, and the Society has minimal accounts receivable. Management believes the Society's exposure to credit risk is not significant.

Liquidity risk

Liquidity risk is the risk that the Society will be unable to fulfill its obligations on a timely basis or at a reasonable cost. The Society manages its liquidity risk by monitoring its operating requirements. The Society prepares budget and cash forecasts to ensure it has sufficient funds to fulfill its obligations.

There has been no change to the risk exposures described above from 2020, with the exception of the potential impacts of events described in note 2(k).

11. Commitments

The Society has a lease for office premises that expires on January 31, 2025. Future minimum lease payments for upcoming fiscal years are as follows:

	\$
2022	92,710
2023	100,309
2024	100,309
2025	83,591
	376,919

BIG BROTHERS BIG SISTERS OF CALGARY AND AREA

Notes to Financial Statements

Year ended March 31, 2021 with comparative information for 2020

12. Economic dependence

Contributions from Alberta provincial and municipal governments provided 37 percent (2020 - 40 percent) of the Society's revenue. The loss of these revenues would have a significant impact on the Society's ability to maintain current levels of operations. The positive historical payment record of these government funders has minimized the risk of non-payment. In order to mitigate any impact of any potential loss of these funders, management has implemented organizational and fund development plans to diversify funding sources to minimize any dependency on one funding source. These plans will be implemented in the upcoming fiscal year and will prepare the Society for the ever-changing economy.

13. Comparative figures

Certain comparative figures have been reclassified to be consistent with current year presentation. These reclassifications did not impact the Society's excess of revenue over expenses or net assets.



Rocky View County
Family & Community Support Services (FCSS)

2022 FCSS GENERAL FUNDING APPLICATION

(FUNDING PERIOD: January 1 – December 31, 2022)

ALL INFORMATION PROVIDED IS PUBLIC

APPLICATION DEADLINE IS 4:00 P.M. AUGUST 30, 2021 NO EXCEPTIONS

1. ORGANIZATION INFORMATION	
Organization Name	Airdrie Boys and Girls Club
Program Name	Irricana Critical Hours Children's Programs, Youth Mental Wellness Programs, Irricana Children's Summer Day camps, Daytime Kinder Programs
FCSS Funding Request (over \$7,500) (from Section 9.6 C Proposed Budget)	\$83,053.00
E-Mail Address and Website	dsanness@bgcairdrie.com / www.bgcairdrie.com
Mailing Address (include postal code)	1003 Allen Street, Airdrie, AB, T4B 1B3
Street Address (for courier purposes)	200 East Lake Crescent, Airdrie, AB, T4A 2H8
Agency Telephone Number	403-948-3331
Agency Fax Number	n/a
Executive Director Name	Denisa Sanness
Program Contact Name	Cassandra Clem
Phone Number (If different from above)	

2. CERTIFICATION OF COMPLIANCE

This is to certify that to the best of my knowledge and belief, the information included in this application 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>)

A program outcomes evaluation is required by February 28, 2023 if your application is successful


Signature (Agency Signing Authority)

Executive Director
Title

Denisa Sanness

8/27/2021

Print Name

Date

Submit Completed Documents to, or for further assistance contact:

Dimitri Dimopoulos, FCSS Coordinator

Rocky View County

262075 Rocky View Point

Rocky View County, AB T4A 0X2

For further assistance, please call 403.520.1289 or email fcss@rockyview.ca

Please note that faxed or e-mailed copies of the application will not be accepted. It is strongly recommended that you courier or hand deliver your proposal (printed single sided pages only) and request confirmation of receipt. APPLICATION DEADLINE IS 4:00 P.M. AUGUST 30, 2021 - APPLICATIONS NOT RECEIVED BY THIS DEADLINE WILL NOT BE ACCEPTED.

RECEIVED
Aug 24/21

☒ Please email confirmation of receipt of this application to: cclem@bgcairdrie.com

Please indicate how you heard of the Rocky View County FCSS Program:

_____ newspaper ad _____ social media _____ website visit/search
_____ word of mouth x other (specify) _____

3. SOCIETY MEMBERSHIP (current)	
Number of Members	922
Membership Fee Per Member	30

4. TYPE OF ORGANIZATION		
Alberta Societies Act Registration Number:	Certificate of Incorporation number: 502108996 Date of incorporation: January 29, 1979	
Charitable Number (if have one):	118814441RR0001	<input type="checkbox"/> Government Agency

5. DAYS AND HOURS OF OPERATION OF THE PROGRAM							
OPERATING HOURS	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
	2:30pm - 8:00pm	2:30pm- 6:00pm	12:00-6:00pm	2:30pm- 8:00pm	1:00pm- 5:30pm	Community event specific	Community event specific
Dates not Open:	Saturday's, Sunday's, Christmas Eve, New Year's Day, Holidays in-lieu						
Statutory Holiday:	Closed all Statutory holidays			Other	Irricana Summer Day camps run for 8 weeks hours are typically 9am - 4pm Monday-Friday.		

6. DOCUMENTATION REQUIREMENTS: <u>Do not provide other attachments unless requested to do so.</u>	ATTACHED
List of current agency Board of Directors by name and Board position (Board information is requested to ensure sufficient governance and make members accessible to administration, if required.) Do not include personal contact information (home addresses, emails, or phone numbers).	<input checked="" type="checkbox"/>
Fee Policy and Schedule (if applicable)	<input type="checkbox"/>
Organizational Chart of Agency	<input checked="" type="checkbox"/>
Certificate of Incorporation under the Societies Act if new applicant. (Not applicable to other municipal governments and associated departments)	<input type="checkbox"/> Included <input type="checkbox"/> Not Applicable
Constitution and Bylaws (first time applicants only unless changes were made by previously funded groups)	<input type="checkbox"/>
Job description(s) for County FCSS funded positions requested (first time applicants only unless changes were made by previously funded groups)	<input type="checkbox"/>
Most recent Audited Financial Statement	<input checked="" type="checkbox"/>

The personal information on this form is being collected for the purpose of determining eligibility of an applicant to receive FCSS funding; to assist in administering the FCSS funding; and to monitor, assess, and evaluate your program. This information is collected under the authority of Section 33 (c) of the Freedom of Information and Protection of Privacy Act and may become public information once it is submitted to the FCSS program. Questions regarding the collection of this information can be directed to the Manager, Recreation and Community Services at 403.520.6307.

7.1 PROGRAM DESCRIPTION

Provide a brief program description in a few sentences (to be used for publication by FCSS)

Since 1979, the Boys and Girls Club of Airdrie, now, BGC Airdrie Club has been offering purposeful, affordable community programming to children and youth in Airdrie and Rocky View County, between the ages of six and eighteen years of age. In 2013, we expanded our programs and services to have a larger impact in the rural communities of Rocky View County by launching our Boys and Girls Club in Irricana. BGCA has a strong reputation in the community and is recognized for offering quality, engaging programming in after school-based care, leadership, and skill-based programs. We promote social wellbeing through programming that develops and strengthens self-esteem, leadership, and interpersonal skills. The agency also contributes to community well-being by addressing community needs regarding social and recreational based programming for children and youth, educating children and youth on community engagement, and developing future community leaders. These programs are delivered under the core values of Boys and Girls Clubs which includes inclusion, opportunity, respect, belonging, empowerment, collaboration and speaking out. All of our programs are barrier free and open to all children, youth, and their families.

7.2 PREVENTION

In what way(s) is your program preventive in nature? Check the appropriate items from the following list. You will be required to report on each of the Outcomes that you have selected.

Provincial Outcome	Rocky View County Outcomes	
Improved social well-being of individuals	Outcome 1: Individuals experience personal well-being. Indicators: Resilience; self-esteem; optimism; capacity to meet needs; autonomy; competence; personal engagement; meaning and purpose.	<input checked="" type="checkbox"/>
	Outcome 2: Individuals are connected with others. Indicators: Quality of social relationships; social supports available; trust and belonging.	<input checked="" type="checkbox"/>
	Outcome 3: Children and youth develop positively. Indicators: Developmental assets.	<input checked="" type="checkbox"/>

Provincial Outcome	Rocky View County Outcomes	
Improved social well-being of families	Outcome 4: Healthy functioning families. Indicators: Positive family relationships; positive parenting; positive family communications.	<input type="checkbox"/>
	Outcome 5: Families have social supports. Indicators: Extent and quality of social networks; family accesses resources as needed.	<input type="checkbox"/>

Provincial Outcome	Rocky View County Outcomes	
Improved social well-being of the community.	Outcome 6: The community is connected and engaged. Indicators: Social engagement; social support; awareness of the community; positive attitudes toward others and the community.	<input type="checkbox"/>
	Outcome 7: Community social issues are identified and addressed. Indicators: Awareness of community social issues; understanding of community social issues; agencies and/or community members work in partnership to address social issues in the community.	<input type="checkbox"/>

7.3 PRIMARY TARGET

Indicate the Primary target at whom the program is aimed by estimating the percentage of the program's FCSS allocation that is directed to services in the following categories.

Children	80	%
Youth	10	%
Families		%
Adults		%
Seniors		%
Volunteerism		%
Community Development	10	%
Total	100	%

7.4 SOCIAL SERVICE CONTINUUM

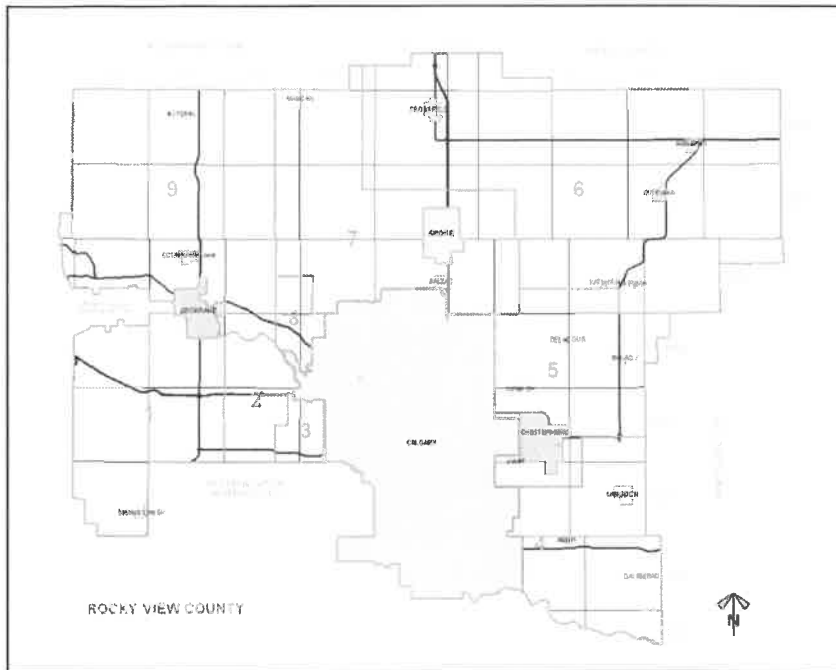
Please indicate the percentage of each section below that your program provides.

• Promotion: Programs and services that promote public education and awareness of social needs.	20	%
• Prevention: Programs and services focused at the earliest opportunity on individuals and families whose social well-being in community life is at risk.	70	%
• Early Intervention: Programs and services focused on individuals and families with identified early signs of unmet needs, who require support to enhance their social well-being.	10	%
• Specialized Services: Programs and services for individuals and families focused on emerging social needs not yet sufficiently addressed by community support.		%
• Remediation Services: Programs and services for individuals and families with clearly defined unmet needs, who require assessment, intervention, and treatment to enhance their social well-being.		%
Total	100	%

8. COORDINATION AND COMMUNICATION

A. Identify organizations within the program's catchment area (define your region of operation; include towns and border of service area and also clearly mark it on the map with thick black lines) that provide similar services.

North Rocky View Community Links - Outreach Services
Community Libraries (Airdrie, Beiseker, Irricana, Chestermere, Crossfield) - Children and Youth Programs
Town of Irricana
Town of Beiseker Recreation Services
Alberta Health Services - Addictions and Mental Health



B. What cooperative and coordinative steps has the program taken with these agencies?

We continue to collaborate with the Town of Irricana, Town of Beiseker, Community Links, Libraries and Service Clubs in Irricana, to provide social recreational supports to families in these areas. This includes cross promotion of the services we provide in the community to our families, planning and supporting special event days, engaging in community volunteerism, and connecting with each other at Interagency Meetings being held in the area.

C. Describe the similarities and differences between the proposed program and those identified as being delivered by other organizations.

North Rocky View Community Links offers outreach services to families and adults, which focuses on mental wellbeing for the family unit. BGCA/ BGCI (INTERCHANGEABLY) focuses on providing supportive childcare, social, and recreational programming to children and youth within the community.

Community Libraries (Airdrie, Beiseker, Irricana, Chestermere, Crossfield) offer Children and Youth Programming. These programs are specifically focused on literacy, where our programs offer a broader focus regarding developmental assets, social emotional growth and development, and natural supports to lifelong connections as a key focus. BGCA/ BGCI (INTERCHANGEABLY) Critical After School programming is targeted at children ages 6-12 so that they have a safe, supportive and healthy environment to spend their time after school. It is critical in our organization's eyes that these children are spending their time in a positive, strengths based, resilience focused environment after school instead of dealing with the risk factors of isolation due to being home alone or roaming around the community, without the support of positive relationships.

BGCA/ BGCI (INTERCHANGEABLY) also differs from these organizations being the only organization offering programs and services each school day, during critical hours. We also have a thriving Summer Day Camp Program, serving all rural communities at our BGCA/ BGCI (INTERCHANGEABLY) location. Day camps are proven to increase a child's self-esteem, self-worth, and resiliency factors. In our Airdrie location, this program is funded and supported with strong outcomes to prove its positive effects on the mental health of children and youth we serve.

OUTCOMES MODEL

(For further information on the outcomes model contact the County FCSS program for a copy of a toolkit.)

9.1 AGENCY/PROGRAM VISION

Desired social condition. May be your agency's existing vision statement.

Through a strong coordinated board, staff and volunteer team, we will be the leader in children and youth services, providing equal access to social, educational and recreational programs for children and youth. Our vision supports a socially inclusive, cohesive model. BGCA/ BGCI (INTERCHANGEABLY) has a long-standing reputation that is known for offering programs that connect all members of communities regardless of income level, culture, gender identity, or socioeconomic status. BGCA programs provide opportunities for children, youth, and families to participate, as member or volunteers, in activities based on our five core values. These values promote inclusion, opportunity, respect and belonging, empowerment, collaboration, and speaking out which contributes to strengthening and building the community.

9.2 AGENCY/PROGRAM MISSION

Unique role in working towards the desired social condition. What are you currently doing to achieve your mission (e.g. other programs and services that are not a part of this application for funding)?

BGCC currently changed its mission statement, now focused on how "opportunity changes everything." That is just what we strive to do, provide social, recreational, safe, and supported opportunities for children and youth to participate in meaningful programs, that can build their unique resilience.

For more than 100 years, Boys and Girls Clubs in communities across Canada have been helping young people to discover, develop and achieve their best potential as they grow to become Canada's future adults, citizens and leaders, by engaging them in activities that challenge and help them develop healthy minds and bodies. Boys and Girls Clubs of Canada is a leading provider of quality after school and out of school programs to children and youth that support the healthy physical, educational, and social development of more than 200,000 young people and their families in Canada each year.

We are one of the largest children and youth-serving agencies in Canada. Our association of over 100 Clubs located in 700 community service locations across Canada are in neighborhoods where they are most needed including, large city centers, remote rural communities, and First Nations Reserves. Nearly three million young Canadians have played, learned, and developed essential life skills through our safe, caring Club environments and enriching programs. Belonging to a Boys and Girls Club is often a lifechanging experience.

Children can build healthy, supportive relationships with caring adult role models, having deeply positive influence on the life path they choose. Clubs also encourage healthy, respectful relationships with peers and family members. Each Club location has trained dedicated staff and volunteers. They provide children and youth, from pre-school to young adulthood, with programs in physical recreation, nutrition, technology, the arts, personal development and more.

9.3 STATEMENT OF NEED

Problem statement: description of the situation you wish to change.

Our organization aims to remove barriers such as availability to, and affordability of social recreational programs and services offered during the critical after school hour. This is facilitated by the BGCA/BGCI providing affordable after school and evening social recreational programs, during this time. These programs offer them a safe place to create lasting friendships, build their self-esteem, feel connected to each other and their community, access mental health supports and be in a safe and supportive environment while their parents are working during the critical after-school and evening hours.

9.4 STRATEGY/ACTIVITIES

How will the program address the specified need? What goal or long-term change or impact do you want to achieve? What are you going to do in the program to achieve your goal(s)?

The BGCA/ BGCI (INTERCHANGEABLY) and Boys and Girls Clubs nationally across Canada are diligent in insuring that we provide quality programming to the children, youth, and families in our communities. All of our programs address the following specified needs and outcome achievements:

Short term outcomes and goals:

- Children and youth are emotionally and physically safe
- Children and youth feel welcomed, accepted, valued, and respected
- Children and youth enjoy exploring new opportunities
- Programs build relevant skills for children and youth
- Community, parents, children, and youth are engaged in the Club and feel ownership of Programs

Mid-term outcomes and goals:

- Children and youth are healthy, active, and safe
- Children and youth are connected to peers, parents, school, and community
- Children and youth have key academic, vocational, and recreational skills
- Children and youth have confidence in their aspirations

Long-term projected outcomes and goals:

- Health and well-being
- Positive and caring relationship
- Educational attainment and lifelong ability to achieve dreams
- Self-sufficiency and independence
- Meaningful participation in community and civil society

The BGCA/ BGCI (INTERCHANGEABLY) aims to achieve these goals, outcomes, and objectives by removing barriers for individuals in communities by providing affordable programs and services, scholarships, and programs during critical hours for children and youth (the hours between school dismissal and the time a parent arrives home), outreach services, and summer. By removing barriers and providing purposeful programming and services, we are able to reach more children and youth, especially the ones in need.

9.5 RATIONALE

An explanation of why you believe this strategy or approach will work; include research if possible.

BGCA began offering services to Airdrie's children, youth, and families in 1979 in response to local needs. Since then, we have expanded to rural Rocky View County, and have successfully operated programs within the Irricana community, since 2013. We pride ourselves on our ability to adapt programs and services to meet the needs of the communities we serve.

Our programs are designed to promote social emotional growth and development; increase knowledge of diversity; enhance self-esteem, enhance positive self-awareness and self-regulation skill development; learn adaptive skills for coping and engaging with family, social, and community-based connections through strength-based caregiving and positive role modeling. Together with these approaches, we will enrich the development of children of all ages, by fostering a sense of belonging, personal empowerment, achievement, and self-confidence.

According to the Search Institute (www.searchinstitute.org) "Young people do best when they experience strong, positive relationships in all parts of their lives." The Boys and Girls Club focuses on building strengths within our relationships with our children and youth, so we can encourage them to engage in positive, social-recreational programming each week.

A 2011 Search Institute study for the Student Conservation Association found that when young people experienced strong developmental relationships with program leaders during a (program) experience, they were more likely to exhibit conservation leadership and social responsibility, develop a sense of community identity; and set goals and stretch themselves to reach goals. These support our above noted mid-and long-term outcome goals of our programs and services.

Our organization believes that rural children, youth, and families deserve the same access to social resources as urban children, youth, and families. Another Search Institute study of leaders and participants in programs focused on

strengthening peer relationships, identified several areas of young people's lives that were strengthened through these programs. These included self-discovery, awareness, and broadened perspectives on themselves, others, and the world; self-confidence and life skills; Academic motivation; and Leadership skills and dispositions.

When programs and services that promote connection are offered during the critical after school hours, this can produce a reduction in drug and alcohol use, risky behaviours, and can increase self-esteem through positive connections with adult caregivers, and school aged peers. We pride ourselves on our ability to create and maintain meaningful connections with program participants to ensure we can help them achieve these interpersonal outcomes, in a program setting.

BGCA/ BGCI (INTERCHANGEABLY) operates as a member of the larger Boys and Girls Club of Canada network. Although individually operated and funded at a local level we remain linked through a shared mission and set of core values. Each Boys and Girls Club is expected to fulfill the membership guidelines as set out by Boys and Girls Clubs of Canada. Boys and Girls Clubs of Alberta, also has a regional office that provides support to clubs and programs.

Both the BGCA and BGCA/ BGCI (INTERCHANGEABLY) believes in promoting the 40 Developmental Assets. Through our programs and services, we provide the following external developmental assets to our children for childhood and middle childhood: participation in creative activities, having adult relationships / role models, a positive peer influence, honesty and taking responsibility as factors that lead to young people to grow into responsible caring adults.

Many of the internal and external assets are gained through BGCA and BGCA/ BGCI (INTERCHANGEABLY) programming and events. It is our continued goal to strive to meet these assets for our members. Further, we desire to ensure that these developmental assets are also met on a rural basis. This goal will be achieved through the BGCA/ BGCI (INTERCHANGEABLY) and community engagement and participation.

The following developmental assets for our adolescents: Other Adult Relationships; Community values youth; Youth as resources; Service to Others; Safety; Adult Role Models; High Expectations; Creative Activities; Youth Programs.

According to the Search Institute these assets help adolescents grow into healthy, caring, and responsible adults. As well the more assets that children and youth have reduce the risks of illicit drug use, violence, and early sexual activity.

Boys and Girls Club of Canada conducted a National Alumni Study which clearly indicates the lasting impact and success of programs and services offered across Canada. 91% of respondents strongly agree that BGCC contributes in a meaningful way to the well-being of children, is an organization you can trust (89%), has a positive impact on communities.

The BGCA/ BGCI (INTERCHANGEABLY) would like to ensure that the community of Irricana and surrounding rural communities are also benefitting from these positive impacts.

9.6 INPUTS

***Please see end of application for budget shell. Budget sheet(s) MUST follow the template as provided.**

A. Have you researched or sourced other methods of funding? How do you propose to sustain this program?

Other sources of funding in the future can be brought in through membership fees, program fees, fundraising and grants. Since the BGCA/ BGCI (INTERCHANGEABLY) is still growing, developing, and establishing more engagement, enrollment and participation from the Town of Irricana and surrounding rural communities.

With the assistance from funding, we would be able to provide our barrier free programs, services, and opportunities to children, youth, and families at an affordable and sometimes subsidized cost, while continuing to work on increasing community engagement and participation.

When the BGCA/ BGCI (INTERCHANGEABLY) comes to a place of community and participation establishment, we anticipate these sources (Membership fees, program fees, fundraising and grants) as remaining consistent, however strategies are always in place to explore options for alternative sources of funding.

Fundraising remains a top priority and although not predictable or secure it is an alternative source of funding dollars.

B. Has this budget been authorized by your Board of Directors? Yes ☒ No ☐ If no, please explain:

9.7 PROJECTED OUTPUTS (*Count of products and services delivered to the target group. For definitions, see the end of the report*)

Please report the projected direct product of your activities, usually measured by volume of work accomplished. Must include projected number of individual participants, volunteers and volunteer hours. Other outputs may include projected number of training sessions, workshops, and community development programs. Include projected number of County residents utilizing services. Rocky View County residents do not include people who reside in Airdrie, Beiseker, Chestermere, Cochrane, Crossfield, Irricana or Redwood Meadows. It does include those who live outside of these municipalities and within the hamlets located within the County's borders.

A. PROJECTED NUMBER OF INDIVIDUAL PARTICIPANTS SERVED:

People served should only be counted once unless they are part of a family being served (see definitions). DO NOT include group participants, contacts, or community development initiatives if counted below.

Provide general summary of outputs here: **Numbers served may vary due to the pandemic.**

Number of Children/Youth (0 to 18 years) 450 Number of County Residents: 30

Number of Adults (19 to 64 years) Number of County Residents:

Number of Seniors (65+ years) Number of County Residents:

Number of Families Number of County Families:

B. PROJECTED NUMBER OF GROUPS SERVED:

(e.g. workshops, training and/or education groups)

Provide general summary of outputs here: **Evening Programs, Mental Health Groups, Employee related Trainings**

Number of Groups: 16 Total Number of Participants: 30 Number of County Residents: 10

C. PROJECTED NUMBER OF CONTACTS PROVIDED:

(e.g. providing assistance with forms/referral; telephone, mail outs, email, and social media)

Provide general summary of outputs here: **Community Connections, Rural agency meetings, emails, newsletters, etc**

Number of Clients: 800 Number of County Residents: 100

D. PROJECTED NUMBER OF COMMUNITY DEVELOPMENT INITIATIVES:

(E.g. community assessment, mobilization, and/or advocacy committees. Do not include service to individuals)

Provide general summary of outputs here: **We are hoping to continue community days, in partnership with Beiseker and Irricana.**

Number of Initiatives: 2 Number of Clients: 500 Number of County Residents: 200

E. VOLUNTEERISM

a) What are the roles of volunteers in the program?

Volunteers are an integral part of the BGCA and BGCI operations. We engage volunteers to help support programs, events, fundraise and to raise awareness of the BGCA/ BGCI in the communities we support. Volunteers also sit on our Board of Directors. Our volunteers are committed and passionate about social change. Many of our volunteers have contributed their time in a few areas such as: Education practicums, Fund Development, programs, and special events including Airdrie Fest, Pink Shirt Day, Dine for a Difference Gala, Festival of Trees and AIRSCARES. The BGCA/BGCI is committed to utilizing passionate and skillful volunteers to enhance programming, build a more sustainable organization, and uphold our Vision and Mission statements.

Please note that due to the pandemic, 2021 are lower due to public health restrictions. It is hoped that numbers will increase in 2022.

b) How does the program promote, encourage, and facilitate the use of volunteers?

Our programs include building leadership skills and mentorship, with our teens volunteering and mentoring our younger members to staff mentoring our teen volunteers.

The BGCA and BGCI utilizes volunteers within programming to support and assist staff and build additional

relationships with members. The Board of Directors offers a community perspective and expertise that supports the governance of the organization. Volunteers offer a specialized skill set, that supports our programs (ex. technology based programs, music programs, art programs, etc.). Volunteers are also an integral part of helping support us at community events and with our fundraising endeavors.

We advertise for volunteers on our website, events and through social media. Volunteers who work directly with children and youth are interviewed and must provide AB Children's Services Intervention Record Check and RCMP Criminal Record Check. The BGCA/BGCI also provides our volunteers with training. We also offer incentives to our volunteers and place priority on volunteer appreciation.

c) Total number of volunteers in agency/program: For 2020- covid impacted volunteerism	250
d) Total number of volunteer hours in 2020:	1644
e) Estimated number of volunteer hours until the end of 2021:	250

9.8 EXPECTED OUTCOMES

Statements, which describe the difference the agency/program intervention will make with clients in the short term, mid-term, and long term. These must logically connect to the Provincial and Rocky View County Outcomes in Section 7.2.

Through active program participation, purposeful programming, and support from our program leaders, we will achieve the following outcomes;

Short term outcomes and goals:

- Children and youth are emotionally and physically safe
- Children and youth feel welcomed, accepted, valued and respected
- Children and youth enjoy exploring new opportunities
- Programs build relevant skills for children and youth
- Community, parents and children and youth are engaged in the Club and feel ownership of Programs

Mid-term outcomes and goals:

- Children and youth are healthy, active and safe
- Children and youth are connected to peers, parents, school and community
- Children and youth have key academic, vocational and recreational skills
- Children and youth have confidence in their aspirations

Long-term projected outcomes and goals:

- Health and well-being
- Positive and caring relationship
- Educational attainment and lifelong ability to achieve dreams
- Self-sufficiency and independence
- Meaningful participation in community and civil society

Youth Programs Specific Outcomes (Youth Drop in)

Families are aware of services available to them - short, mid, and long.

Youth are mentors - short, mid, and long.

Youth are actively engaged in the community - mid and long.

Youth have interpersonal and group skills - mid and long.

Youth have social skills - mid and long.

Youth have self-esteem - mid and long.

Youth have leadership skills - mid and long.

Youth strengthen coping skills - mid and long.

9.9 OUTCOME INDICATORS

List the specific items of information that you will track to measure your program's success on outcomes. These are generally in the form of a cluster of questions or surveys and relate directly to the Rocky View County Outcome Indicators listed in Section 7.2. Copies of the Provincial FCSS Measures Bank are available upon request.

1. I am good at making friends.
2. I feel confident to be myself.
3. I show respect for other kids.
4. I do what I believe is right, even when it's hard.
5. I can name my feelings.

10. ADDITIONAL INFORMATION

Please provide a brief agency/program history.

BGC Airdrie Club is a not-for-profit organization that has provided a variety of programs and services to the children, youth, and families of Airdrie and the Municipal District of Rocky View since 1979. The BGC Irricana Club is a not-for-profit branch location under the larger umbrella of the BGC Airdrie Club.

Our organization expanded into the rural community of Irricana in 2013, to provide the rural community with programs, services and support which otherwise would normally be faced with access barriers. We have now expanded our programs and services into Beiseker and Crossfield and Kathryn.

BGCA/ BGCI (INTERCHANGEABLY) operates as a member of the larger Boys and Girls Club of Canada network. Although individually operated and funded at a local level we remain linked through a shared mission and set of core values. Each BGC is expected to fulfill the membership guidelines as set out by BGC Canada. BGC Alberta, also has a regional office that provides support to clubs and programs.

For more than 100 years, BGC has been present in communities across Canada, helping young people to discover, develop and achieve their best potential as they grow to become Canada's future adults, citizens and leaders. We do this by engaging them in activities that challenge and help them develop healthy minds and bodies. BGC Canada is a leading provider of quality after school and out-of-school programs to children and youth that support the healthy physical, educational, and social development of more than 200,000 young people and their families in Canada each year.

To date, we continue to serve Rocky View County children and youth with our programs and services, specifically, Irricana, Beiseker, and Crossfield. Kathryn has also expressed interest and need for BGCA programs and services, with the current pandemic proving difficult to access children and youth in their community or school locations.

In 2022, the BGCA/ BGCI (INTERCHANGEABLY) plans to continue expanding and enhancing programs while bringing in new and innovative support services to the community. We plan to continue to offer Critical Hours After School Programs for children ages six through twelve, as well as Youth Drop-in and Mental Wellbeing Programs. We plan to continue to support community-based events within our partnership with the Town of Irricana. Additionally, we would like to continue to incorporate our Summer Day Camp programs. We have been successfully facilitating barrier free camps through the 8 weeks of summer, with increased numbers each year, supporting our rural families.

In 2021, the community expressed a need for programs serving Kindergarten aged children. In 2022, we are hoping to offer daytime "Kinder Kids" programming running on Wednesdays from 12:00pm -2:00pm. If this program is successful, we would continue to build on its capacity. Set up much like our Critical hours after school programs we will have weekly themes and planned daily activities that meet the developmental age of the children registered, to continue to develop their social and emotional success and prepare them for school aged social and recreational dynamics. Funding would greatly help sustain these programs and services. Further to this scope, we are seeking to also help to ensure barrier free services are available to rural youth, and families that live outside of City of Airdrie.

For 2022, the expansion of Youth Outreach and mental wellness for youth ages 10 years and up. This service will support youth in achieving identified goals through advocacy, skill building, positive role modeling, addressing mental wellness, gender identity and resource connecting. Outreach Services are designed to increase protective factors while decreasing risk factors by promoting physical, social, and emotional well being, healthy decision making, self-esteem and self-worth, engagement, and relationship building. Evidence-based practice suggests that building social capital amongst youth (social ties, support networks, mental health and trusting relationships) is an effective youth development strategy. Long-term, structured, and progressive programs help youth build strong peer groups, learn a wide range of skills, as well as personal and practical competencies, gain reliable and predictable relationships with positive adult role models, and create a sense of accomplishment and self-worth. An

Outreach worker will work at the Irricana location to support County youth one day per week for 52 weeks. This worker is not limited to only the Irricana location, they may travel to neighbouring RVC communities and school to support youth.

With the success experienced in 2021, we continue to see the need to employ an additional program leader. This way, we can ensure we have the capacity to focus on intentional program planning and promotion in surrounding rural communities, create more dynamic partnerships, and focus on intentional social emotional learning opportunities in rural schools and communities.

11. STORIES

Please provide 1 or 2 short anecdotal stories about some of your County rural clients who have received services from your organization, and how their situation has improved as a result of their involvement in this program. This story may be used for publication by FCSS. Please do not include any client identifying information.

“When B started, he was shy and didn’t like to socialize. When the kids tried to play games with him, he either didn’t want to join or he would get upset when he got tagged. But, after being here for a few months his socializing skills have improved greatly. He loves to play with others now and when he does play games, he understands that we don’t always win but that’s okay cause we have fun either way!”

“A has grown into such a mature, amazing little leader! She loves to help the little ones with games and activities. She started a few years ago but in this past year she really has taken on a leadership role. She loves helping others and organizing games. If the kids aren’t doing much, she is right there to make up a game or help teach a game. Her favorite is make - believe play. They love to play school where she is the teacher.”

**INSERT BUDGET DETAILS ON THE FOLLOWING PAGE
DO NOT INCLUDE IN-KIND SUPPORTS, ONLY ACTUAL DOLLARS
AN EXCEL SPREADSHEET IS AVAILABLE FOR INSERTION**

Please ensure that section 9.6 C starts on a page(s) with no other sections on the page(s). For consistency purposes, it is **IMPERATIVE** that you use the following template as provided and **NOT** modify it, other than adding additional lines.

9.6 C. INPUTS (Resources dedicated to the program. Include staff and budget for one year.)			
2022 PROPOSED 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 2022 Costs to be paid or contributed by the Applicant and other funding partners (Agency Contribution)	Column 2 2022 Costs to be funded by County FCSS (Program Request)	Column 3 2022 Projected Year End Total Program Budget (Total Cost)
EXPENSES			
PERSONNEL (specify positions and hours per week)			
2 Program staff, 1 @40 hours per week for 52 weeks, 1 @ 32 hours per week 44 weeks	12,793.00	56,376.00	69,169
1 Youth in Outreach Worker 8 hours per week, 52 weeks	23,675.00	7,576.00	31,251
Director and Manager total 8 hours per week for 52 weeks	3,100.00	3,100.00	6,200
Summer Program staff 1 @ 40 hours 10 weeks, 1 @ 32 hours 10 weeks	10,168.00	0	10,168
a. SUBTOTAL PERSONNEL	49,736.00	67,052.00	116,788.00
TRAVEL & TRAINING (specify)			
Training and Mileage	3,100	3,100	6,200
b. SUBTOTAL TRAVEL & TRAINING	3,100	3,100	6,200
MATERIALS AND SUPPLIES (specify)			
Program Supplies	5,351	5,351	10,702
c. SUBTOTAL MATERIALS AND SUPPLIES	5,351	5,351	10,702
OTHER (specify)			
Administration, Bookkeeping, Payroll, Audit, Office supplies, Active Net, Website, Domain	7,550	7,550	15,100
d. SUBTOTAL OTHER	7,550	7,550	15,100
e. TOTAL EXPENDITURES (e=a+b+c+d)	65,737.00	83,053.00	148,790.00
REVENUE (specify other sources of funding including fundraising, fees for service, other grants, etc.)			
Canada Summer Jobs	10,168.00		
Town of Irricana	10,000		
BGC Canada, program fees, memberships	21,569		
Fundraising, Donations, Events, Not restricted revenue	24,000		
f. TOTAL REVENUE	65,737.00		

g. FCSS REQUEST (DEFICIT = Total of Column 3 Expenditures – Total Revenue)	83,053.00
-----------------------------------------------------------------------------------------	------------------



Microsoft Excel
Worksheet

COMPLETE THIS SECTION ONLY IF YOU RECEIVED 2021 COUNTY FCSS FUNDING AND ARE APPLYING FOR AN INCREASE.

12. 2022 FUNDING INCREASE REQUEST EXPLANATION	
A. 2021 County FCSS Grant	70,000.00
B. 2022 County FCSS Request	83,053.00
C. Does this request result from a decrease in other funding support? Specify.	
This request for increased funding is due to an increased need in the community.	
D. Identify requested funding increase. List each category and the amount of increase (e.g. Personnel, Materials and Supplies).	
Wages- Youth Outreach Worker - 7,576.00, Program Leader -\$5,477	
E. Provide a rationale together with supporting data, using demographics as necessary.	
Community needs are increasing and due to the pandemic, support is in demand higher than it was before. Irricana is growing and the number of people accessing programs is increasing. Children and youth accessing support are presenting with more complex needs: depression, anxiety, isolation, hyperactive disorders and return to socialization.	
F. How will this increase impact clients and services? How will the change be measured? If the increase is not granted, what effect will it have?	
This funding will support the organization to meet the changing needs of Irricana and residents of RVC. This increase will create services within the community, decreasing barriers for access (not travel to larger communities). Changes will be measured through survey data and observation. The effect will be that needs of children and youth we serve will not be met. Families will need to rely on supports outside their communities.	
G. Outline the efforts already taken to accommodate the proposed program adjustment.	
Support provided by Youth Outreach is being accessed virtual to the community. Increased management support on site to aid with the increased participant numbers accessing programs.	
H. How many years have you received County FCSS funding?	
Over 15 years	

Board Members

President

Megan Dornstauder

Vice President

Kevin Myles

Secretary

Tom Pfaffinger

Treasurer

Bill Martin

Directors

Suzy Rounce

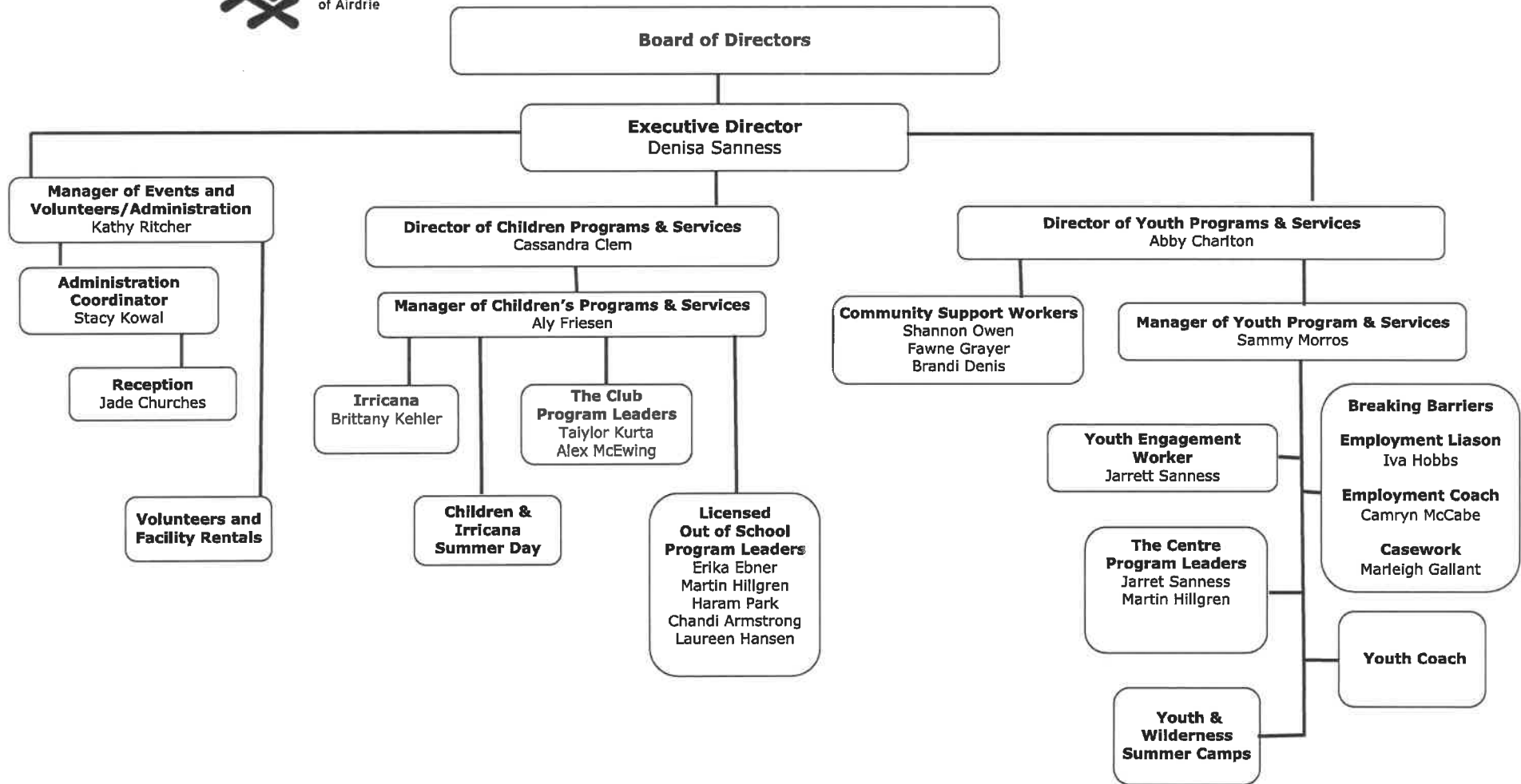
Kerri Williams

Isabelle Hainault

Waireka Morris



Organizational Chart



Revised May 2021

Boys & Girls Club of Airdrie
Financial Statements
December 31, 2020

Management's Responsibility

To the Members of Boys and Girls Club of Airdrie:

Management is responsible for the preparation and presentation of the accompanying financial statements, including responsibility for significant accounting judgments and estimates in accordance with Canadian accounting standards for not-for-profit organizations. This responsibility includes selecting appropriate accounting principles and methods, and making decisions affecting the measurement of transactions in which objective judgment is required.

In discharging its responsibilities for the integrity and fairness of the financial statements, management designs and maintains the necessary accounting systems and related internal controls to provide reasonable assurance that transactions are authorized, assets are safeguarded and financial records are properly maintained to provide reliable information for the preparation of financial statements.

The Board of Directors is composed entirely of Directors who are neither management nor employees of the Club. The Board is responsible for overseeing management in the performance of its financial reporting responsibilities, and for approving the financial statements. The Board fulfils these responsibilities by reviewing the financial information prepared by management and discussing relevant matters with management and external auditors. The Board is also responsible for recommending the appointment of the Club's external auditors.

MNP LLP is appointed by the members to audit the financial statements and report directly to them; their report follows. The external auditors have full and free access to, and meet periodically and separately with, both the Board and management to discuss their audit findings.

May 31, 2021

 E-SIGNED by Denisa Sanness

Executive Director



Independent Auditor's Report

To the Members of Boys and Girls Club of Airdrie:

Opinion

We have audited the financial statements of Boys and Girls Club of Airdrie (the "Club"), which comprise the statement of financial position as at December 31, 2020, and the statements of operations, changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Club as at December 31, 2020, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Club in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Club's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Club or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Club's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Club's internal control.

- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Club's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Club to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Calgary, Alberta

May 31, 2021

MNP LLP
Chartered Professional Accountants

Boys & Girls Club of Airdrie
Statement of Financial Position

As at December 31, 2020

	2020	2019
Assets		
Current		
Cash	490,822	212,084
Restricted cash	7,891	27,106
Accounts receivable (Note 3)	178,814	22,664
Prepaid expenses and deposits	4,018	5,110
Goods and service tax recoverable	5,685	3,544
	687,230	270,508
Capital assets (Note 4)	24,694	30,674
	711,924	301,182
Liabilities		
Current		
Accounts payable and accruals (Note 5)	99,000	54,656
Deferred contributions (Note 6)	182,080	107,555
	281,080	162,211
Commitments (Note 7)		
Significant event (Note 9)		
Net Assets		
Invested in capital assets	24,694	30,674
Unrestricted	406,150	108,297
	430,844	138,971
	711,924	301,182
Approved on behalf of the Board		
E-SIGNED by Megan Dornstauder	E-SIGNED by Kevin Myles	
Director	Director	

The accompanying notes are an integral part of these financial statements

Boys & Girls Club of Airdrie Statement of Operations

For the year ended December 31, 2020

	2020	2019
Revenue		
Grants	980,204	843,272
Program fees	211,516	490,354
Donations	44,978	69,335
Fundraising	33,207	70,645
Miscellaneous	27,974	33,235
Memberships	12,012	14,013
Government assistance (Note 3)	399,398	-
	1,709,289	1,520,854
Expenses		
Salaries, wages and benefits	1,021,752	1,061,150
Program costs	167,376	123,347
Rent	45,126	45,106
Fees for service	37,925	49,060
Insurance	16,450	15,395
Staff training and development	16,356	19,016
Telephone	16,329	16,289
Staff travel and subsistence	13,848	25,161
Administrative	13,546	26,865
Office	11,896	9,516
Professional fees	11,352	11,839
Volunteer	8,444	10,187
Licences and fees	6,904	7,963
Fundraising	6,901	33,892
Repairs and maintenance	5,644	7,689
Bank charges and interest	5,013	4,731
Utilities	4,863	5,723
Advertising and promotion	1,239	2,000
Bad debts	472	-
	1,411,436	1,474,929
Excess of revenue over expenses before other items	297,853	45,925
Other items		
Amortization	(5,980)	(5,980)
Excess of revenue over expenses	291,873	39,945

The accompanying notes are an integral part of these financial statements

Boys & Girls Club of Airdrie
Statement of Changes in Net Assets
For the year ended December 31, 2020

	<i>Invested in capital assets</i>	<i>Unrestricted</i>	2020	2019
Net assets, beginning of year	30,674	108,297	138,971	99,026
Excess (deficiency) of revenue over expenses	(5,980)	297,853	291,873	39,945
Net assets, end of year	24,694	406,150	430,844	138,971

The accompanying notes are an integral part of these financial statements

Boys & Girls Club of Airdrie
Statement of Cash Flows

For the year ended December 31, 2020

	2020	2019
Cash provided by (used for) the following activities		
Operating		
Excess of revenue over expenses	291,873	39,945
Amortization	5,980	5,980
Bad debts	472	-
	298,325	45,925
Changes in working capital accounts		
Accounts receivable	(156,622)	12,842
Prepaid expenses and deposits	1,092	2,007
Goods and service tax recoverable	(2,141)	13
Accounts payable and accruals	44,344	2,323
Deferred contributions	74,525	(40,401)
Increase in cash resources	259,523	22,709
Cash, beginning of year	239,190	216,481
Cash, end of year	498,713	239,190
Cash resources are composed of:		
Cash	490,822	212,084
Restricted cash	7,891	27,106
	498,713	239,190

The accompanying notes are an integral part of these financial statements

Boys & Girls Club of Airdrie Notes to the Financial Statements

For the year ended December 31, 2020

1. Incorporation and nature of the organization

Boys & Girls Club of Airdrie (the "Club") is a not-for-profit organization that provides social, education and recreational programs to the youth of Airdrie and surrounding area. The Club is a registered charitable organization and a member of the Boys & Girls Club of Canada. Management has determined that the Club is exempt from the payment of income tax under Section 149(1)(f) of the Income Tax Act of Canada.

2. Significant accounting policies

The financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations set out in Part III of the CPA Canada Handbook - Accounting, as issued by the Accounting Standards Board in Canada, which are part of Canadian generally accepted accounting principles, and include the following significant accounting policies:

Revenue recognition

The Club follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured. Endowment contributions are recognized as direct increases in net assets.

Restricted investment income is recognized as revenue in the year in which the related expenses are incurred. Unrestricted investment income is recognized as revenue when earned.

Government assistance is recognized when there is reasonable assurance that the Club has complied and will continue to comply with all conditions of the assistance. Government assistance is recognized as grant revenue in the period that the related costs were expended and is intended to compensate for costs incurred by the Club.

Cash and cash equivalents

Cash and cash equivalents include balances with banks and short-term investments with maturities of three months or less. Cash subject to restrictions that prevent its use for current purposes is included in restricted cash.

Capital assets

Purchased capital assets are recorded at cost. Contributed capital assets are recorded at fair value at the date of contribution if fair value can be reasonably determined.

Amortization is provided using the straight-line method at rates intended to amortize the cost of assets over their estimated useful lives.

	Rate
Buildings	4 %
Automotive	10 %
Computer equipment	20 %
Furniture and fixtures	20 %
Leasehold improvements	Lease term
Other equipment	20 %

Contributed services

Volunteers contribute a significant amount of their time each year. Due to the difficulty in determining the fair value, contributed services are not recognized in the financial statements.

Goods and Services Tax

Goods and services tax is recoverable at 50% as a rebate. The unrecoverable portion is recorded as an expense with the rebate treated as a receivable.



Rocky View County
Family & Community Support Services (FCSS)

2022 FCSS GENERAL FUNDING APPLICATION


(FUNDING PERIOD: January 1 – December 31, 2022)

ALL INFORMATION PROVIDED IS PUBLIC

APPLICATION DEADLINE IS 4:00 P.M. AUGUST 30, 2021 NO EXCEPTIONS

1. ORGANIZATION INFORMATION	
Organization Name	BGC Cochrane and Area
Program Name	Community Outreach/ Youth Outreach/Engagement
FCSS Funding Request (over \$7,500) (from Section 9.6 C Proposed Budget)	\$106,200
E-Mail Address and Website	nhume@bgccochrane.ca www.bgccochrane.ca
Mailing Address (include postal code)	PO Box 1554 Cochrane AB T4C1X3
Street Address (for courier purposes)	3, 204 5 th Ave Cochrane AB
Agency Telephone Number	403-681-8769
Agency Fax Number	403-981-9555
Executive Director Name	Jill Bilodeau
Program Contact Name	Nola Hume
Phone Number (If different from above)	

2. CERTIFICATION OF COMPLIANCE
<p>This is to certify that to the best of my knowledge and belief, the information included in this application 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)</p> <p>A program outcomes evaluation is required by February 28, 2023 if your application is successful</p>


Signature (Agency Signing Authority)

Executive Director
Title

Jill Bilodeau
Print Name

8/25/2021
Date

Submit Completed Documents to, or for further assistance contact:

Dimitri Dimopoulos, FCSS Coordinator
Rocky View County
262075 Rocky View Point
Rocky View County, AB T4A 0X2

For further assistance, please call 403.520.1289 or email fcss@rockyview.ca

Please note that faxed or e-mailed copies of the application will not be accepted. It is strongly recommended that you courier or hand deliver your proposal (printed single sided pages only) and request confirmation of receipt.
APPLICATION DEADLINE IS 4:00 P.M. AUGUST 30, 2021 - APPLICATIONS NOT RECEIVED BY THIS DEADLINE WILL NOT BE ACCEPTED.

☒ Please email confirmation of receipt of this application to: nhume@bgccochrane.ca

Please indicate how you heard of the Rocky View County FCSS Program:

_____ newspaper ad _____ social media _____ website visit/search

X word of mouth _____ other (specify) _____

3. SOCIETY MEMBERSHIP (current)	
Number of Members	4000
Membership Fee Per Member	\$10 membership fee waived for the in- school programs.

4. TYPE OF ORGANIZATION		
Alberta Societies Act Registration Number:	50597476	
Charitable Number (if have one):	877870488RR0001	<input type="checkbox"/> Government Agency

5. DAYS AND HOURS OF OPERATION OF THE PROGRAM							
OPERATING HOURS	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
	9:00am-6:00pm	9:00am-6:00pm	9:00am-6:00pm	9:00am-6:00pm	9:00am-6:00pm	Closed	Closed
Dates not Open:	Closed on statutory holidays						
Statutory Holiday:	Closed			Other	The program does not run all hours every day but may operate within these hours based on demonstrated need.		

6. DOCUMENTATION REQUIREMENTS: <u>Do not provide other attachments unless requested to do so.</u>	ATTACHED
List of current agency Board of Directors by name and Board position (Board information is requested to ensure sufficient governance and make members accessible to administration, if required.) Do not include personal contact information (home addresses, emails, or phone numbers).	<input checked="" type="checkbox"/>
Fee Policy and Schedule (if applicable)	<input type="checkbox"/>
Organizational Chart of Agency	<input checked="" type="checkbox"/>
Certificate of Incorporation under the Societies Act if new applicant. (Not applicable to other municipal governments and associated departments)	<input checked="" type="checkbox"/> Included <input type="checkbox"/> Not Applicable
Constitution and Bylaws (first time applicants only unless changes were made by previously funded groups)	<input type="checkbox"/>
Job description(s) for County FCSS funded positions requested (first time applicants only unless changes were made by previously funded groups)	<input type="checkbox"/>
Most recent Audited Financial Statement	<input checked="" type="checkbox"/>

The personal information on this form is being collected for the purpose of determining eligibility of an applicant to receive FCSS funding; to assist in administering the FCSS funding; and to monitor, assess, and evaluate your program. This information is collected under the authority of Section 33 (c) of the Freedom of Information and Protection of

Privacy Act and may become public information once it is submitted to the FCSS program. Questions regarding the collection of this information can be directed to the Manager, Recreation and Community Services at 403.520.6307.

7.1 PROGRAM DESCRIPTION

Provide a brief program description in a few sentences (to be used for publication by FCSS)

BGC Cochrane and Area (formally The Boys & Girls Club of Cochrane and Area) has been serving children, youth and families in Cochrane and area for 29 years. The club currently operates 3 club locations, runs free programs in 14 local schools and currently has 45 licenced and accredited day homes through our BGC Cochrane and Area Day Home Agency. Each and every day we are privileged to be a part of the lives of the 4000 children and youth that we serve, with high quality programs for physical literacy, nutrition, healthy relationships, education and leadership.

Together with the leadership of our Board of Directors and the generous contributions from funders like RVC FCSS, donors and volunteers, our staff members provide enriching social, emotional and physical development for children and youth daily and during critical out-of-school hours.

The Community Outreach - Youth Engagement project works with rural communities and schools to increase capacity, awareness of services and registration in programs available to youth and families and to ease the stressors faced by youth every day. BGC Cochrane and Area supports RVC communities and schools with direct preventative youth programming resources. We support RVC community access to our programs by offering programs in our club, bringing programming to schools, as well as partnering with rural community agencies where we can offer engaging after school programming and outreach support.

Due to the ever changing situation with the Covid-19 Pandemic, we plan to offer all our programs in person where it is deemed safe for staff and youth. If we find we are unable to offer in person programs in certain circumstances we will continue to offer virtual programs to all youth in our catchment area.

7.2 PREVENTION

In what way(s) is your program preventive in nature? Check the appropriate items from the following list. You will be required to report on each of the Outcomes that you have selected.

Provincial Outcome	Rocky View County Outcomes	
Improved social well-being of individuals	Outcome 1: Individuals experience personal well-being. Indicators: Resilience; self-esteem; optimism; capacity to meet needs; autonomy; competence; personal engagement; meaning and purpose.	<input checked="" type="checkbox"/>
	Outcome 2: Individuals are connected with others. Indicators: Quality of social relationships; social supports available; trust and belonging.	<input checked="" type="checkbox"/>
	Outcome 3: Children and youth develop positively. Indicators: Developmental assets.	<input checked="" type="checkbox"/>

Provincial Outcome	Rocky View County Outcomes	
Improved social well-being of families	Outcome 4: Healthy functioning families. Indicators: Positive family relationships; positive parenting; positive family communications.	<input type="checkbox"/>
	Outcome 5: Families have social supports. Indicators: Extent and quality of social networks; family accesses resources as needed.	<input checked="" type="checkbox"/>

Provincial Outcome	Rocky View County Outcomes	
	Outcome 6: The community is connected and engaged. Indicators: Social engagement; social support; awareness of the community; positive attitudes toward others and the community.	<input type="checkbox"/>

Improved social well-being of the community.	<p>Outcome 7: Community social issues are identified and addressed.</p> <p>Indicators: Awareness of community social issues; understanding of community social issues; agencies and/or community members work in partnership to address social issues in the community.</p>	<input checked="" type="checkbox"/>
----------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------

7.3 PRIMARY TARGET

Indicate the Primary target at whom the program is aimed by estimating the percentage of the program's FCSS allocation that is directed to services in the following categories.

Children	20	%
Youth	70	%
Families	10	%
Adults		%
Seniors		%
Volunteerism		%
Community Development		%
Total	100	%

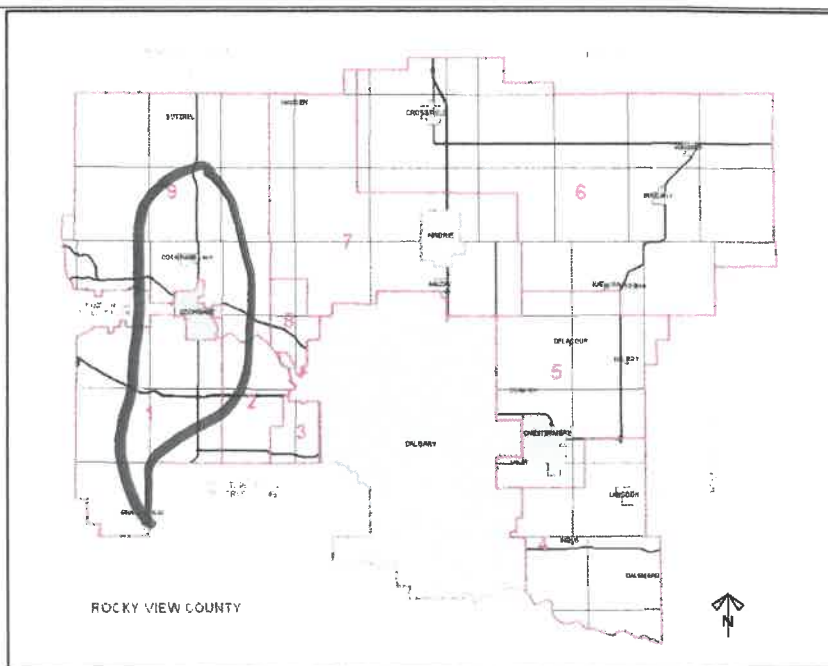
7.4 SOCIAL SERVICE CONTINUUM

Please indicate the percentage of each section below that your program provides.

• Promotion: Programs and services that promote public education and awareness of social needs.	5	%
• Prevention: Programs and services focused at the earliest opportunity on individuals and families whose social well-being in community life is at risk.	75	%
• Early Intervention: Programs and services focused on individuals and families with identified early signs of unmet needs, who require support to enhance their social well-being.	20	%
• Specialized Services: Programs and services for individuals and families focused on emerging social needs not yet sufficiently addressed by community support.		%
• Remediation Services: Programs and services for individuals and families with clearly defined unmet needs, who require assessment, intervention, and treatment to enhance their social well-being.		%
Total	100	%

8. COORDINATION AND COMMUNICATION

A. Identify organizations within the program's catchment area (define your region of operation; include towns and border of service area and also clearly mark it on the map with thick black lines) that provide similar services.



B. What cooperative and coordinative steps has the program taken with these agencies?

Rocky View School Division

Working closely with management and CDA's within the school board to meet the programming needs for in school services delivered.

Bragg Creek Community Centre

Meeting with Bragg Creek Community Centre to coordinate different programming opportunities for youth in the community.

Bearspaw Lifestyle Centre

Meeting with Bears Paw Community Centre to coordinate different programming opportunities for youth in the community.

Family Resource Network (Town of Cochrane)

Providing referrals and coordination of services for youth within our catchment area.

Cochrane Addiction & Mental Health

Providing referrals and coordination of services, including sitting on a newly formed committee that works with complex youth.

Local Youth Groups

We include youth group leaders in our community consultations, and support these programs to grow in their communities.

Family and Community Support Services

Interagency meetings and information sharing, committee representation for Cochrane Youth Day, Cochrane Wellness Fair, Youth Emergency Response Committee and Cochrane Immigration Committee.

Club has strong connections and also collaborates with:

Cochrane Community Child and Youth Forum

Each month during the school year, the Youth Program Manager attends this forum along with representatives from other agencies, schools, and stakeholders who are child and youth serving agencies. Additionally RCMP and Centre for Sexuality is at the table as well. This group looks to coordinate services and better mitigate the referral process for young people in need of a variety of services.

Cochrane Youth Justice Committee

Several youth each year are mentored and provided with an opportunity to complete community service hours with the BGCCA. Positive behaviours are reinforced with these youth and exposure to the club provides them an insight into additional programs we can then connect them with to build towards a brighter future.

Community Helpers: Community Helpers is based on the idea that there are always people who others naturally turn to when they need help. Members are trained to be community helpers.

C. Describe the similarities and differences between the proposed program and those identified as being delivered by other organizations.

All of the above organizations target youth for some of their programs. A distinct quality of the Community Outreach and Youth Engagement project is that it is targeting youth as the primary focus and families as a secondary audience. BGC Cochrane & Area's primary focus is as a child and youth service organization for which we have specific expertise and resources in the area of child and youth programming. With this project, our goal is to provide engagement opportunities and increase awareness and capacity within communities. To this end we promote what other organizations are doing, support them in whatever way we are able and share resources to fill the gaps in community services. Support provided has a wider impact beyond the direct impact on children and youth; we are helping families and communities overall based on their individual needs. Our work is complimentary to local community associations and youth groups which focus on recreation based programming while we focus more on intentional preventative programming seeking to increase capacity and build resilience.

OUTCOMES MODEL

(For further information on the outcomes model contact the County FCSS program for a copy of a toolkit.)

9.1 AGENCY/PROGRAM VISION

Desired social condition. May be your agency's existing vision statement.

All children and youth discover and achieve their dreams and grow up to be healthy, successful and active participants in society.

9.2 AGENCY/PROGRAM MISSION

Unique role in working towards the desired social condition. What are you currently doing to achieve your mission (e.g. other programs and services that are not a part of this application for funding)?

To provide a safe, supportive place where children and youth can experience new opportunities, overcome barriers and develop confidence and skills for life.

We work to foster positive relationships with the children and youth, and encourage relationship building between them and their parents, teachers and community members within RVC.

9.3 STATEMENT OF NEED

Problem statement; description of the situation you wish to change.

BGC Cochrane and Area continues to grow and thrive, offering critical services to families in the community. The demand for BGC programs today is higher than ever, the club is operating at maximum capacity and support from RVC FCSS continues to be a valuable and integral part of our funding.

We have now implemented our after school programming at the Bragg Creek and Bears Paw Community Centres. We are offered two different youth programs, a cooking club (Junior Chef), and an International Cooking class. The different cooking classes proved to be very popular, always filling to capacity with a wait list. We are feeling positive that the programs will be successful again this year. Our goal is to expand cooking programs in these areas so we can make sure all youth are getting the desired experience and not having to be placed on a waiting list for any period of time.

The Bragg Creek area has identified a significant need within their community this year. The first one identified through the Youth Committee formed under the Bragg Creek Centre. They have identified the need for support in after school homework, study, and tutoring support within their community. Since our club currently runs Raise the Grade in our Cochrane location, it would make sense to expand our programming further into our catchment area. Our club currently has the expertise to run this program effectively and could seamlessly bring this program to the Bragg Creek area. This program can be offered virtually.

With the BGC already providing these services, and Bragg Creek being within our service area, it makes sense for our club to expand programming to accommodate the urgent need for supports for youth and teens in this area. To be able to do this effectively while still maintaining programming and supports in other locations, the need for staff is at an all-time high. In order to meet the needs of the youth within our catchment area, additional staff is required.

9.4 STRATEGY/ACTIVITIES

How will the program address the specified need? What goal or long-term change or impact do you want to achieve? What are you going to do in the program to achieve your goal(s)?

This is a collective and collaborative effort between our organization and the communities in Rocky View County. With direct community involvement we are making certain that we are not duplicating services and that we are addressing the unique needs of youth and families in different communities.

Our targeted preventative programming in schools that focus on positive relationships and building self-confidence deals directly with issues being faced by RVC families. Evening youth drop ins engage youth in positive relationships and safe spaces, creating opportunities for discovery, connection and sharing.

BGC Cochrane and Area addresses many issues faced by the RVC demographic. We are able to offer immediate crisis support and short term solutions with a span of referral networks that assists youth in a time of need.

We achieve healthier communities with less negative social behaviours, less crime, more school completion and higher functioning families. We want young people to be resilient and to have the confidence and skills to be successful in their lives.

We teach achievable, meaningful skills that are transferrable to many aspects of youth's lives (family, employment, sports teams, peer group, school). We connect with organizations directly involved in communities to ensure what we are doing is relevant to all youth and families. We ensure that we create spaces that encourage youth to feel valued and heard. We work with families as well as youth so that whole family systems are impacted as opposed to just parts of systems.

9.5 RATIONALE

An explanation of why you believe this strategy or approach will work; include research if possible.

By working together collaboratively with communities we will be able to help build capacity to provide sustainable, engaging programming for youth.

By offering support for these youth we are contributing to their overall well-being, allowing them to focus on appropriate growth and learning, rather than daily crisis situations. We enable them to foster connections with community members and their family members who will be instrumental in helping them achieve their full potential.

By providing in-school programs we are able to reach a maximum number of youth in a space they are comfortable in and open to learning.

9.6 INPUTS

***Please see end of application for budget shell. Budget sheet(s) MUST follow the template as provided.**

A. Have you researched or sourced other methods of funding? How do you propose to sustain this program?

We are continuously sourcing funding for ongoing projects and dedicating fundraising activities to our youth outreach programming. Our funded community awareness and prevention of violence programs are closely linked with youth engagement and we continue to receive funding from Child and Family Services of which a percentage is assigned to this project.

This project is sustainable because we are combining our resources with that of the community we are supporting. For example they may provide space and materials or a co-facilitator while we supply program development and facilitation

B. Has this budget been authorized by your Board of Directors? Yes ☒ No ☐ If no, please explain:

9.7 PROJECTED OUTPUTS (*Count of products and services delivered to the target group. For definitions, see the end of the report*)

Please report the projected direct product of your activities, usually measured by volume of work accomplished. Must include projected number of individual participants, volunteers and volunteer hours. Other outputs may include projected number of training sessions, workshops, and community development programs. Include projected number of County residents utilizing services. Rocky View County residents do not include people who reside in Airdrie, Beiseker, Chestermere, Cochrane, Crossfield, Irricana or Redwood Meadows. It does include those who live outside of these municipalities and within the hamlets located within the County's borders.

A. PROJECTED NUMBER OF INDIVIDUAL PARTICIPANTS SERVED:

People served should only be counted once unless they are part of a family being served (see definitions). DO NOT include group participants, contacts, or community development initiatives if counted below.

Provide general summary of outputs here:

Number of Children/Youth (0 to 18 years) 400 Number of County Residents: 300

Number of Adults (19 to 64 years) Number of County Residents:

Number of Seniors (65+ years) Number of County Residents:

Number of Families 55 Number of County Families: 5

B. PROJECTED NUMBER OF INDIVIDUAL PARTICIPANTS SERVED:

People served should only be counted once unless they are part of a family being served (see definitions). DO NOT include group participants, contacts, or community development initiatives if counted below.

Provide general summary of outputs here:

B. PROJECTED NUMBER OF GROUPS SERVED:

(e.g. workshops, training and/or education groups)

Provide general summary of outputs here:

- Healthy Relationships- Bearspaw, Manachaban, Springbank, Mitford, Westbrook, Glenbow, Rancheview, Fireside, Banded Peak (virtual)
- Teen Wellness – Bearspaw, Manachaban, Springbank, Banded Peak, Westbrook, Fireside, Mitford, Ranchview (virtual)
- The Skin You're In - Bearspaw, Manachaban, Springbank, Banded Peak, Westbrook, Fireside, Mitford, Ranchview (virtual)
- Boys and Girls Groups- Banded Peak, Bearspaw, Mitford, Manachaban, Rancheview, Springbank, Fireside and Westbrook (Virtual)
- RBC Raise the Grade (Cochrane and Bragg Creek) (virtual)
- Leadership in Training summer program
- Teen Centre Drop In (virtual and outside weather permitting)
- Bragg Creek Youth Programs (virtual)
- Bearspaw Youth Programs (virtual)
- Junior chef/Junior Baker – Bragg Creek Community Centre, Bearspaw Community Centre, 5th Ave Club

Number of Groups: 40 Total Number of Participants: 3200 Number of County Residents: 1700

C. PROJECTED NUMBER OF CONTACTS PROVIDED:

(e.g. providing assistance with forms/referral; telephone, mail outs, email, and social media)

Provide general summary of outputs here:

Number of Clients: 2200 Number of County Residents: 1800

D. PROJECTED NUMBER OF COMMUNITY DEVELOPMENT INITIATIVES:

(E.g. community assessment, mobilization, and/or advocacy committees. Do not include service to individuals)

Provide general summary of outputs here:

- Leaders In Training
- Cochrane Youth Council
- Cochrane and Area Child and Youth Forum
- Cochrane Immigration Committee
- Youth Justice Committee
- Bragg Creek Community Centre
- Bears Paw Community Centre

Number of Initiatives: 8 Number of Clients: 3000 Number of County Residents: 1700

E. VOLUNTEERISM

a) What are the roles of volunteers in the program?

BGCCA has a strong volunteer program and is always looking for youth and adult volunteers to take part in programs. Volunteers in this program can work directly with youth participating in programs with the supervision of staff. This role could involve supporting staff with program planning, mentoring youth, helping prepare snacks, assisting and leading program activities

b) How does the program promote, encourage, and facilitate the use of volunteers?

Primarily we use word of mouth to find youth volunteers. We also use print media and social media outlets to reach out to the public when advertising for volunteers.

c) Total number of volunteers in agency/program:	20
d) Total number of volunteer hours in 2020:	300
e) Estimated number of volunteer hours until the end of 2021:	800

9.8 EXPECTED OUTCOMES

Statements, which describe the difference the agency/program intervention will make with clients in the short term, mid-term, and long term. These must logically connect to the Provincial and Rocky View County Outcomes in Section 7.2.

Short Term:

- Increase in Rocky View County's youth and their family's knowledge of what services are available to them.
- Increase in Rocky View County's youth input into issues affecting them.
- Increase in programming available to RVC youth in their own communities
- Increase in in-school access to programs and services for RVC youth

Mid – Term:

- Increase in programming offered to Rocky View County's youth and their families in their community and surrounding area.
- Increase in Rocky View County's youth feeling a part of their community.
- Increase of RVC youth's engagement and feelings of attachment to school
- Increase in Rocky View County's youth feeling supported and included by their families.
- Increase in service provider youth programs being well attended

Long Term:

- Increased emotional and physical health of Rocky View County youth.
- Increase of educational success
- Increased resiliency and healthy relationships within Rocky View County families.
- Increase in Rocky View County youth feeling supported by their communities.

Increased feeling of community by youth and families residing in Rocky View County. Increase in programming being offered directly in Rocky View County communities.

9.9 OUTCOME INDICATORS

List the specific items of information that you will track to measure your program's success on outcomes. These are generally in the form of a cluster of questions or surveys and relate directly to the Rocky View County Outcome Indicators listed in Section 7.2. Copies of the Provincial FCSS Measures Bank are available upon request.

- Number of youth programs being offered in RVC communities within our catchment area (measured increase throughout the year)
- Number of Short surveys delivered to youth in RVC communities about what specific activities and programs they want
- Numbers of in-school programs for youth
- Pre and post surveys (for programs we are facilitating) that measure youth's feelings of attachment, engagement, involvement with their families and communities, and satisfaction with program offerings
- Pre and post program surveys that measure youth's feelings of increased worth, positive self-regard and resiliency

Pre and post program surveys that measure youth's concepts of healthy relationships, mental wellness and positive body image.

10. ADDITIONAL INFORMATION

Please provide a brief agency/program history.

This is the fifteenth year of this project. Free in-school programming remains and we continue to work closely with Rocky View Schools as we deliver our Healthy Relationships, Teen Wellness, The Skin You're In, Boys & Girls Groups and Chess Club programs.

Healthy Relationships ran in 5 different Rocky View Schools for grade 5 and 6 classes, during allotted class time. BGC Facilitators instruct youth on communication, conflict resolution, feelings and emotions, just to name a few. The class takes part in many interactive and engaging activities surrounding the above topics. This program continues to gain traction in our local schools, with school admin asking for the program back year after year.

The Skin You're In - is a self-esteem and body image curriculum geared for Grades 4-6. Poor body image in youth leads to individuals not voicing an opinion and avoiding academic, social and economic opportunities. In this 6 week program, students will move through a variety of activities that build resilience and further achieve a positive self-image of themselves.

Teen Wellness – is a program offered in Grade 7 classrooms that focuses on mental health, dating, dating violence, consent, healthy relationships and staying safe on the internet.

Boost Groups (formally Boys and Girls Groups) statistics are consistent with the previous year with 83 in each group. There is no room to facilitate growth in these groups without additional funding resources. We are looking to move towards an all-inclusive lunch time programs that offers different themes such as a building group, science group, arts and crafts groups, etc. We recognize that as the world around us grows and evolves in its approach toward different societal outlooks, our programs need to reflect that change.

Raise The Grade – This is an educational initiative that supports homework and study skills as well as tutoring. We have grown our volunteer portion of this program a substantial amount, being able to offer free tutoring to several different youth. Tutoring happens at the club as well as Springbank High School and Bow Valley High School. This coming year we are continuing to grow are tutoring program as well as looking at different ways to offer homework support within the community.

Bragg Creek Programming We will continue to offer Junior Chef/Junior Bakers at the Bragg Creek Centre as an after school program for this community. This proves to be a very popular program within this community so we are working with the BCCA to continue this momentum within the community.

Junior Chef is a cooking program that allows youth to gain confidence in their cooking abilities. We have special guests come in such as Guy from Guys Bakery, registered dietitians, local caterers and more. Youth learn healthier ways to make their favorite meals and the importance of a balanced diet. This has been hugely popular with the ask to run again in the fall.

Cochrane Youth Council. Two students from most schools in Cochrane as well as three public at large and a youth representing Cochrane Youth Arts made up the Council with support from BGCCA staff as well as other community involvement such as FCSS and staff from the public library.

Bearspaw Programming – Last year a new after school program was introduced at the Bearspaw Lifestyles Centre called International Cooking. This program proved to be extremely popular with very large classes that required assistance from both a volunteer from the community as well as a youth leader. In addition to this a consistent wait list for this class throughout the year further proved its popularity.

11. STORIES

Please provide 1 or 2 short anecdotal stories about some of your County rural clients who have received services from your organization, and how their situation has improved as a result of their involvement in this program. This story may be used for publication by FCSS. Please do not include any client identifying information.

The youth that will be referred to (J.K.) has been a regular participant in our programs for the last year and a half. Through The Club, J.K. has had the opportunity to actively participate in our Drop-In Program, Master Chef Program, Outreach Program, Raise the Grade Program, and many other club events. Originally, J.K. came to The Club seeking support as he had recently come out as transgender. At this time J.K. was also looking for a safe space to hangout and meet new people. J.K. was able to receive a variety of LGBTQ2S+ resources through The Club including accessing binders. Along with receiving resources, J.K. connected with other youth attending our Drop-In Program and was able to connect with a safe circle of friends who are still in each other's lives today. Outside of our Drop-In Program, J.K. has participated and been an active member in all of our pride related events. Just to name one example, J.K. took on a leadership role in designing and painting pride themed garbage bins in the town of Cochrane. Lastly, J.K. has also participated in our Master Chef program where youth learn new recipes every week with the guidance of a youth worker. J.K. thoroughly enjoyed this programs and proudly showcases his cooking skills in our most recent Drop-In sessions. It has been an incredible experience watching J.K. blossom, make new friends, and find his comfort zone through the programs that The Club has to offer.

**INSERT BUDGET DETAILS ON THE FOLLOWING PAGE
DO NOT INCLUDE IN-KIND SUPPORTS, ONLY ACTUAL DOLLARS
AN EXCEL SPREADSHEET IS AVAILABLE FOR INSERTION**

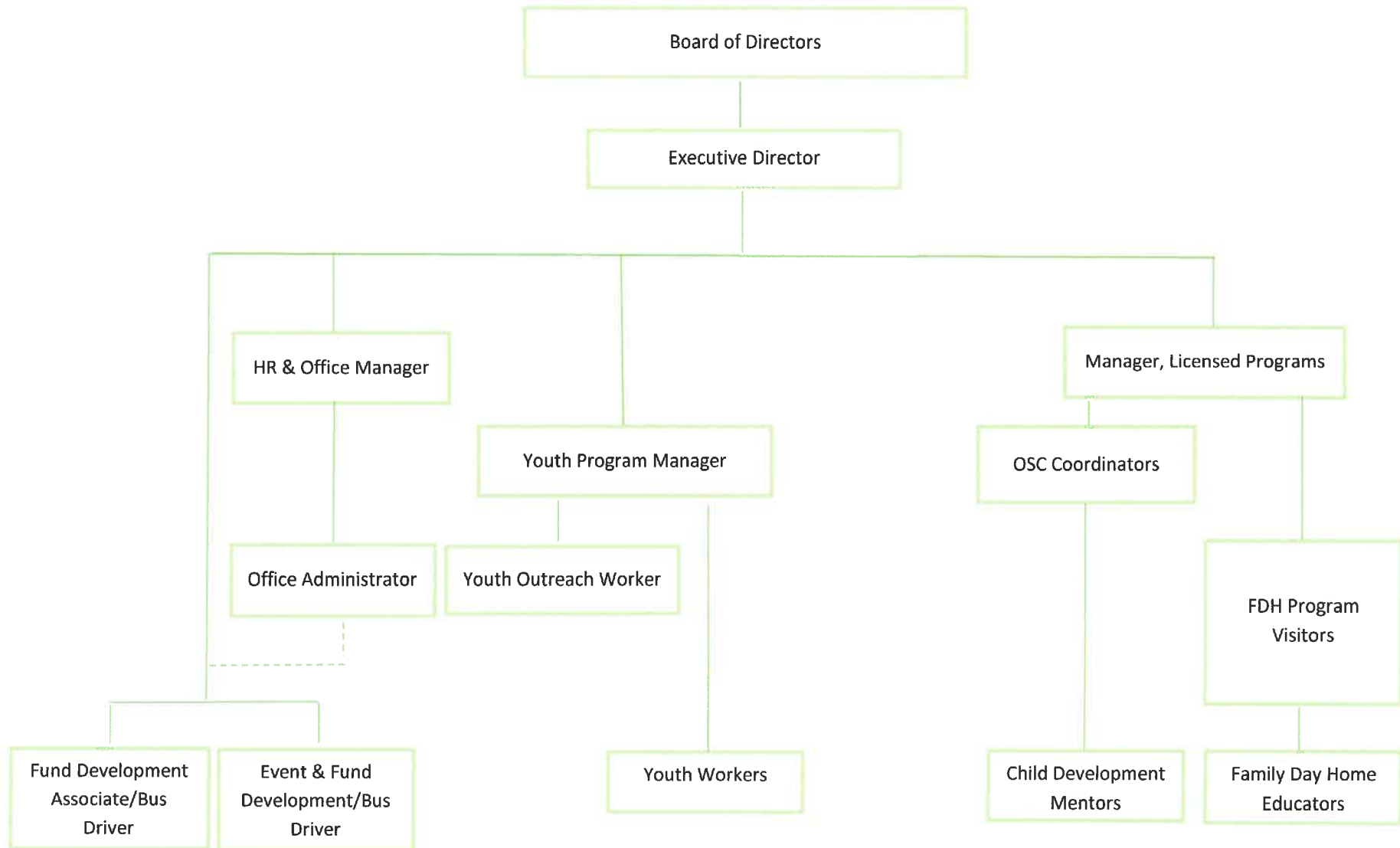
2021 Rocky View County FCSS Budget Page

Please ensure that section 9.6 C. starts on a page(s) with no other sections on the page(s). For consistency purposes, it is IMPERATIVE that you use the following template as provided and NOT modify it, other than adding additional lines.

9.6 C. INPUTS (Resources dedicated to the project. Include staff and budget for one year.)			
2021 PROPOSED BUDGET (Ensure all calculations are correct. Use the second column to itemize the program expenses to which you plan to direct County FCSS funds. Column 1 + Column 2 = Column 3)			
ITEM	Column 1 2021 Costs to be paid or contributed by the Applicant and other funding partners (Agency Contribution)	Column 2 2021 Costs to be funded by County FCSS (Program Request)	Column 3 2021 Projected Year End Total Project Budget (Total Cost)
EXPENSES			
PERSONNEL (specify positions and hours per week)			
Program Manager FT	2,000.00	43,000.00	45,000.00
Youth Worker PT Bears paw	11,000.00	4,000.00	15,000.00
Youth Worker FT Bragg Creek	10,000.00	25,000.00	35,000.00
Youth Worker FT Cochrane and Area	20,000.00	10,000.00	30,000.00
Benefits and payroll processing	8,000.00	10,000.00	18,000.00
a. SUBTOTAL PERSONNEL	51,000.00	92,000.00	143,000.00
TRAVEL & TRAINING (specify)			
Mileage	2,000.00	4,000.00	6,000.00
Professional Development	600.00	600.00	1,200.00
			0.00
			0.00
b. SUBTOTAL TRAVEL & TRAINING	2,600.00	4,600.00	7,200.00
MATERIALS AND SUPPLIES (specify)			
Food	1,300.00	6,000.00	7,300.00
Supplies	2,000.00	3,000.00	5,000.00
Cell Phones	600.00	600.00	1,200.00
			0.00
c. SUBTOTAL MATERIALS AND SUPPLIES	3,900.00	9,600.00	13,500.00
OTHER (specify)			
Promotion	1,000.00	0.00	1,000.00
Program Overhead	17,000.00	0.00	17,000.00
			0.00
			0.00
d. SUBTOTAL OTHER	18,000.00	0.00	18,000.00
e. TOTAL EXPENDITURES (e=a+b+c+d)	75,500.00	106,200.00	181,700.00
REVENUE (specify other sources of funding including fundraising, fees for service, other grants, etc.)			
Child Services	50,000.00		
Fundraising	6,500.00		
AHS	14,000.00		
Donations	5,000.00		
f. TOTAL REVENUE	75,500.00		
g. FCSS REQUEST (DEFICIT = Total of Column 3 Expenditures – Total Revenue)		106,200.00	



BGCCA Organizational Chart



Board of Director listing
Year 2022-2022

Malesa Godor
Position: Treasurer

Shona Clarke
Position: Secretary

Erin Freadrich
Position: Vice Chair

Stacey Grant
Position: Director

Tammie Comstock
Position: Chair

Kelsey Sitar
Position: Director

Sarah May-McKibbon
Position: Director

CORPORATE ACCESS NUMBER: 505974766

**Government
of Alberta ■**

SOCIETIES ACT

**CERTIFICATE
OF
AMENDMENT**

**COCHRANE YOUTH ASSOCIATION
CHANGED ITS NAME TO BOYS AND GIRLS CLUB OF COCHRANE AND AREA.
THE NEW NAME WAS REGISTERED ON 2013/01/28.**



BOYS AND GIRLS CLUB OF COCHRANE AND AREA
Financial Statements
Year Ended March 31, 2021

BOYS AND GIRLS CLUB OF COCHRANE AND AREA
Index to Financial Statements
Year Ended March 31, 2021

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FINANCIAL STATEMENTS	
Statement of Financial Position	3
Statement of Revenues and Expenditures	4
Statement of Changes in Net Assets	5
Statement of Cash Flows	6
Notes to Financial Statements	7 - 11



Derek M. Cremers Professional Corporation
J. Scott Chomistek Professional Corporation
Hans Peter Cremers Professional Corporation

INDEPENDENT AUDITOR'S REPORT

To the Members of Boys and Girls Club of Cochrane and Area

Qualified Opinion

We have audited the financial statements of Boys and Girls Club of Cochrane and Area (the Association), which comprise the statement of financial position as at March 31, 2021, and the statements of revenues and expenditures, changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, except for the possible effects of the matter described in the *Basis for Qualified Opinion* section of our report, the accompanying financial statements present fairly, in all material respects, the financial position of the Association as at March 31, 2021, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Qualified Opinion

In common with many not-for-profit organizations, the Association derives revenue from fundraising activities the completeness of which is not susceptible to satisfactory audit verification. Accordingly, verification of these revenues was limited to the amounts recorded in the records of the Association. Therefore, we were not able to determine whether any adjustments might be necessary to fundraising revenue, excess of revenues over expenses, and cash flows from operations for the year ended March 31, 2021, current assets and net assets as at March 31, 2021. Our audit opinion on the financial statements for the year ended March 31, 2020 was modified accordingly because of the possible effects of this limitation of scope.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Association in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with those requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified audit opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

(continues)

Independent Auditor's Report to the Members of Boys and Girls Club of Cochrane and Area *(continued)*

In preparing the financial statements, management is responsible for assessing the Association's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the Association or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Association's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Association's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Association to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.



Calgary, Alberta
June 11, 2021

C&E LLP Chartered Professional Accountants

BOYS AND GIRLS CLUB OF COCHRANE AND AREA
Statement of Financial Position
March 31, 2021

	2021	2020
ASSETS		
CURRENT		
Cash	\$ 378,914	\$ 211,098
Accounts receivable	328,562	189,432
Prepaid expenses	4,614	1,173
Security deposits	6,354	6,354
	<u>718,444</u>	<u>408,057</u>
CAPITAL ASSETS (Note 3)	<u>314,340</u>	<u>326,896</u>
	<u>\$ 1,032,784</u>	<u>\$ 734,953</u>
LIABILITIES AND NET ASSETS		
CURRENT		
Accounts payable and accrued liabilities	\$ 214,561	\$ 144,022
Deposits received	8,260	4,850
Deferred contributions (Note 5)	140,443	167,116
	<u>363,264</u>	<u>315,988</u>
CEBA LOAN (Note 6)	<u>30,000</u>	<u>-</u>
DEFERRED CAPITAL CONTRIBUTIONS (Note 7)	<u>30,481</u>	<u>36,010</u>
	<u>423,745</u>	<u>351,998</u>
NET ASSETS		
Unrestricted	325,181	92,071
Invested in capital assets	283,858	290,864
	<u>609,039</u>	<u>382,955</u>
	<u>\$ 1,032,784</u>	<u>\$ 734,953</u>

ON BEHALF OF THE BOARD

M. Kador

Director

[Signature]

Director

See notes to financial statements

BOYS AND GIRLS CLUB OF COCHRANE AND AREA
Statement of Revenues and Expenditures
Year Ended March 31, 2021

	2021	2020
REVENUES		
Day Home Provider	\$ 1,619,326	\$ 1,771,880
Government grants and contracts	558,806	413,503
Out of School Care	334,657	625,307
COVID-19 relief grants (Note 6)	256,139	-
Donations	78,775	63,379
Community grants	69,289	74,233
Fundraising	8,877	19,801
Interest and other income	1,604	2,164
Rental revenue	-	1,328
Casino	-	51,918
	<u>2,927,473</u>	<u>3,023,513</u>
EXPENDITURES		
Day Home Provider	1,448,530	1,576,051
Wages and benefits	805,880	1,051,633
Staff training	101,533	5,500
Occupancy	70,914	103,950
Programs	61,733	79,226
Office	51,470	46,944
Administration	41,265	33,101
Professional fees	19,731	30,007
Advertising and promotion	13,002	6,586
Fundraising	6,362	6,080
Bad debts	5,999	5,351
Volunteer	656	710
Board development	-	5,034
	<u>2,627,075</u>	<u>2,950,173</u>
EXCESS OF REVENUES OVER EXPENDITURES FROM OPERATIONS	<u>300,398</u>	<u>73,340</u>
OTHER INCOME (EXPENSES)		
Loss on disposal of capital assets	(3,073)	-
Amortization of deferred capital contributions (Note 7)	5,529	5,544
Amortization of capital assets	(76,770)	(70,862)
	<u>(74,314)</u>	<u>(65,318)</u>
EXCESS OF REVENUES OVER EXPENDITURES	<u>\$ 226,084</u>	<u>\$ 8,022</u>

BOYS AND GIRLS CLUB OF COCHRANE AND AREA
Statement of Changes in Net Assets
Year Ended March 31, 2021

	Unrestricted	Invested in capital assets	2021	2020
NET ASSETS - BEGINNING OF YEAR	\$ 92,071	\$ 290,884	\$ 382,955	\$ 374,933
Excess of revenues over expenditures	226,084	-	226,084	8,022
Purchase of capital assets	(72,988)	72,988	-	-
Sale of capital assets	8,773	(8,773)	-	-
Amortization of capital assets	76,770	(76,770)	-	-
Amortization of deferred capital contributions	(5,529)	5,529	-	-
NET ASSETS - END OF YEAR	\$ 325,181	\$ 283,858	\$ 609,039	\$ 382,955

BOYS AND GIRLS CLUB OF COCHRANE AND AREA
Statement of Cash Flows
Year Ended March 31, 2021

	2021	2020
OPERATING ACTIVITIES		
Excess of revenues over expenditures	\$ 226,084	\$ 8,022
Items not affecting cash:		
Amortization of capital assets	76,770	70,862
Amortization of deferred capital contributions	(5,529)	(5,544)
Loss on disposal of capital assets	3,073	-
	<u>300,398</u>	<u>73,340</u>
Changes in non-cash working capital:		
Accounts receivable	(139,130)	(7,150)
Accounts payable and accrued liabilities	70,540	(30,249)
Deferred contributions	(26,673)	97,451
Prepaid expenses	(3,441)	495
Deposits received	3,410	(14,910)
	<u>(95,294)</u>	<u>45,637</u>
Cash flow from operating activities	<u>205,104</u>	<u>118,977</u>
INVESTING ACTIVITIES		
Purchase of capital assets	(72,988)	(27,598)
Proceeds on disposal of capital assets	5,700	-
	<u>(67,288)</u>	<u>(27,598)</u>
Cash flow used by investing activities	<u>(67,288)</u>	<u>(27,598)</u>
FINANCING ACTIVITY		
Proceeds from CEBA loan, net of forgiveness	30,000	-
INCREASE IN CASH FLOW	<u>167,816</u>	<u>91,379</u>
Cash - beginning of year	<u>211,098</u>	<u>119,719</u>
CASH - END OF YEAR	<u>\$ 378,914</u>	<u>\$ 211,098</u>

BOYS AND GIRLS CLUB OF COCHRANE AND AREA

Notes to Financial Statements

Year Ended March 31, 2021

1. PURPOSE OF THE ORGANIZATION

The Boys and Girls Club of Cochrane and Area (the Association) is incorporated under the Corporations Act of Alberta as a not-for-profit organization. The Association was formed to provide opportunities to children and youth to participate in educational, recreational, cultural and social activities that will enhance their lives and benefit the community.

The Association is a not-for-profit organization under Section 149(1) of the Income Tax Act and accordingly, is not subject to income tax. Effective February 14, 1997, the Association was awarded charitable status for income tax purposes.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of presentation

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO).

Cash and cash equivalents

Cash includes cash and cash equivalents. Cash equivalents are investments in Guaranteed Investment Certificates and are valued at cost plus accrued interest. Their carrying amounts approximate fair value because of the short term nature of the investments.

Capital assets

Capital assets are stated at cost or deemed cost less accumulated amortization and are amortized over their estimated useful lives at the following rates and methods:

Buildings	2%	declining balance method
Furniture and equipment	10 years	straight-line method
Motor vehicles	20%	declining balance method
Computer equipment	5 years	straight-line method
Leasehold improvements	term of the lease	straight-line method

When a capital asset no longer contributes to the Association's ability to provide services, its carrying value is written down to its residual value.

Donated services and materials

Volunteers contribute a significant amount of their time each year to assist the Association in carrying out its services. Because of the difficulty in determining their fair value, contributed services are not recognized in the financial statements.

Contributed materials that would otherwise be paid for by the Association are recorded at fair value when provided.

(continues)

BOYS AND GIRLS CLUB OF COCHRANE AND AREA
Notes to Financial Statements
Year Ended March 31, 2021

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*.

Revenue recognition

The Association follows the deferral method of accounting for contributions.

Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Contributions restricted for the acquisition of capital assets are recognized as revenue in amounts that match the amortization expense of the related capital assets.

The Association recognizes earned revenue when all of the following conditions are met:

- services are provided or products are delivered to customers
- there is clear evidence that an arrangement exists
- amounts are fixed or can be determined
- the ability to collect is reasonably assured.

Measurement uncertainty

When preparing financial statements according to ASNPO, management makes estimates and assumptions relating to:

- reported amounts of revenues and expenses
- reported amounts of assets and liabilities
- disclosure of contingent assets and liabilities.

Estimates are based on a number of factors including historical experience, current events and actions that the Association may undertake in the future, and other assumptions that management believes are reasonable under the circumstances. By their nature, these estimates are subject to measurement uncertainty and actual results could differ. In particular, estimates are used in accounting for certain items such as revenues, allowance for doubtful accounts, useful lives of capital assets, asset impairments, legal contingencies, and employee compensation plans.

Financial instruments

Financial instruments are recorded at fair value when acquired or issued, with the exception of related party transactions that are measured at the carrying amount or exchange amount, as appropriate. In subsequent periods, financial assets with actively traded markets are reported at fair value, with any unrealized gains and losses reported in income. All other financial instruments are reported at amortized cost, and tested for impairment at each reporting date. Transaction costs are recognized as an expense in the period incurred for all financial instruments subsequently measured at fair value. Financial instruments that are subsequently measured at amortized cost are adjusted by the transaction costs and financing fees that are directly attributable to their organization, issuance or assumption.

All financial assets and financial liabilities are measured at amortized cost, unless otherwise noted.

BOYS AND GIRLS CLUB OF COCHRANE AND AREA
Notes to Financial Statements
Year Ended March 31, 2021

3. PROPERTY, PLANT AND EQUIPMENT

	Cost	Accumulated amortization	2021 Net book value	2020 Net book value
Buildings	\$ 238,575	\$ 72,624	\$ 165,951	\$ 169,401
Leasehold improvements	121,170	104,341	16,829	57,219
Motor vehicles	119,748	42,580	77,168	42,066
Furniture and equipment	85,287	32,996	52,291	47,861
Computer equipment	63,412	61,311	2,101	10,349
	<u>\$ 628,192</u>	<u>\$ 313,852</u>	<u>\$ 314,340</u>	<u>\$ 326,896</u>

4. FUNDRAISING EXPENSES

As required by the Charitable Fundraising Act of Alberta, the Association reports that for the year ending March 31, 2021, \$4,835 (2020 - \$7,046) was paid as remuneration to employees primarily responsible for fundraising.

5. DEFERRED CONTRIBUTIONS

Deferred contributions represent unspent resources subject to externally imposed restrictions requiring that funds be used for specific purposes, and comprise the following:

	2021	2020
Balance, beginning of year	\$ 167,116	\$ 69,665
Contributions received in the year	628,793	672,730
Amounts recognized as revenue	(655,466)	(575,279)
Balance, end of year	<u>\$ 140,443</u>	<u>\$ 167,116</u>

BOYS AND GIRLS CLUB OF COCHRANE AND AREA

Notes to Financial Statements

Year Ended March 31, 2021

6. COVID-19 ASSISTANCE AND ONGOING IMPACT OF THE PANDEMIC

The COVID-19 pandemic has severely impacted economies around the world, including those in which the club operates. Measures taken to contain the spread of the virus, including travel bans, social distancing mandates, and required closures of non-essential services have created significant disruptions in the operations of many businesses and not-for-profit organizations.

The Association's 2021 fiscal year was significantly impacted by the COVID-19 pandemic, resulting in its eligibility for support through various government subsidy programs. During the year, the Association received funding of \$296,603 from the Canada Emergency Wage Subsidy (CEWS), \$15,856 from the Temporary Wage Subsidy (TWS) and \$10,036 from the Canada Emergency Rent Subsidy (CERS) programs. These amounts have been recognized on the Statement of Revenues and Expenditures as reductions in salaries and wages expense, and rent expense, respectively.

The Association also received \$40,000 in proceeds from a Canada Emergency Business Account (CEBA) loan. The loan is interest-free until December 31, 2022. Repayment of the balance of the loan on or before December 31, 2022 will result in loan forgiveness of \$10,000. Starting January 1, 2023 the unpaid principal of the loan is repayable on a monthly basis at an interest rate of 5.00% up to December 31, 2025. Due to the high likelihood that \$10,000 of the loan will be forgiven, the amount was accrued as subsidy revenue in the current fiscal period, and the loan balance outstanding has been reduced accordingly.

In addition, the Association received COVID-19 relief from several organizations, which has been recognized in the Statement of Revenues and Expenditures, including \$21,539 in reduced rent from its landlords.

Management expects that operations will continue to be affected while COVID-19 remains a significant public health risk. Because the total duration and economic severity of the pandemic remains unclear as at the date of the auditor's report, it is not possible to reliably estimate the impact on the financial position and operations of the Association's future periods.

7. DEFERRED CAPITAL CONTRIBUTIONS

Deferred capital contributions represent restricted contributions received and designated to be used for capital purposes, and comprise the following:

	2021	2020
Balance, beginning of year	\$ 36,010	\$ 41,554
Amortization of deferred capital contributions	(5,529)	(5,544)
Balance, end of year	\$ 30,481	\$ 36,010

8. RELATED PARTY TRANSACTIONS

The Association is affiliated with other Boys and Girls Clubs in Canada. During the year, the Association received \$91,500 (2020 - \$69,000) of grants from the Boys and Girls Club of Canada.

These transactions are in the normal course of operations and are measured at the exchange amount, which is the amount of consideration established and agreed to by the related parties.

BOYS AND GIRLS CLUB OF COCHRANE AND AREA
Notes to Financial Statements
Year Ended March 31, 2021

9. LEASE COMMITMENTS

The Association has a long term lease with respect to its premises with the Town of Cochrane that expires on September 30, 2024. Under the lease the Association is required to pay a base rent of \$1 per year. In addition to the base rent, the Association is responsible for its proportionate share of utilities, property taxes, maintenance and other related costs for the leased premises.

The Association has a long term lease with respect to a second premises that expires August 31, 2021. The Association is responsible for its proportionate share of utilities, property taxes, maintenance and other related costs for the leased premises. The lease contains renewal options for an additional 2 years upon similar conditions.

Total future minimum lease payments as at year end are as follows:

2022	\$ <u>19,220</u>
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10. FINANCIAL INSTRUMENTS

The Association is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the Association's risk exposure and concentration as of March 31, 2021.

Credit risk

Credit risk arises from the potential that a counter party will fail to perform its obligations. The Association is exposed to credit risk from customers. In order to reduce its credit risk, the Association receives a deposit equal to one month of services provided and conducts regular reviews of its existing customers' credit performance. An allowance for doubtful accounts is established based upon factors surrounding the credit risk of specific accounts, historical trends and other information. The Association has a significant number of customers which minimizes concentration of credit risk.

Liquidity risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The Association is exposed to this risk mainly in respect of its receipt of funds from its customers and contributors, deferred contributions subject to external spending restrictions, and accounts payable.

Unless otherwise noted, it is management's opinion that the Association is not exposed to other significant risks arising from these financial instruments.

**Rocky View County
Family & Community Support Services (FCSS)**

2022 FCSS GENERAL FUNDING APPLICATION

(FUNDING PERIOD: January 1 – December 31, 2022)

ALL INFORMATION PROVIDED IS PUBLIC

APPLICATION DEADLINE IS 4:00 P.M. AUGUST 30, 2021 NO EXCEPTIONS

1. ORGANIZATION INFORMATION	
Organization Name	Bragg Creek Community Association
Program Name	Rumble & Roar / Afterschool Program
FCSS Funding Request (over \$7,500) (from Section 9.6 C Proposed Budget)	\$56,650
E-Mail Address and Website	Program@braggcreekca.com www.braggcreekca.com
Mailing Address (include postal code)	Box 39, Bragg Creek AB T0L 0K0
Street Address (for courier purposes)	23 White Ave., Bragg Creek AB T0L 0K0
Agency Telephone Number	403-949-4277
Agency Fax Number	N/A
Executive Director Name	N/A
Program Contact Name	Christine Pollard
Phone Number (If different from above)	

<p>2. CERTIFICATION OF COMPLIANCE</p> <p>This is to certify that to the best of my knowledge and belief, the information included in this application 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)</p> <p>A program outcomes evaluation is required by February 28, 2023 if your application is successful</p>


Signature (Agency Signing Authority)

Program and Events Manager
Title

Christine Pollard
Print Name

8/24/2021
Date

Submit Completed Documents to, or for further assistance contact:
 Dimitri Dimopoulos, FCSS Coordinator
 Rocky View County
 262075 Rocky View Point
 Rocky View County, AB T4A 0X2

For further assistance, please call 403.520.1289 or email fcss@rockyview.ca

Please note that faxed or e-mailed copies of the application will not be accepted. It is strongly recommended that you courier or hand deliver your proposal (printed single sided pages only) and request confirmation of receipt.
APPLICATION DEADLINE IS 4:00 P.M. AUGUST 30, 2021 - APPLICATIONS NOT RECEIVED BY THIS DEADLINE WILL NOT BE ACCEPTED.

☒ Please email confirmation of receipt of this application to: program@braggcreekca.com

Please indicate how you heard of the Rocky View County FCSS Program:

_____ newspaper ad _____ social media _____ website visit/search
_____ word of mouth X other (specify) FCSS is a regular supporter of BCCA programs

3. SOCIETY MEMBERSHIP (current)	
Number of Members	535
Membership Fee Per Member	Family: \$40 Single: \$25 Sr. Family: \$25 Sr, Single \$15

4. TYPE OF ORGANIZATION		
Alberta Societies Act Registration Number:	500029392	
Charitable Number (if have one):	118816271RR0001	<input type="checkbox"/> Government Agency

5. DAYS AND HOURS OF OPERATION OF THE PROGRAM							
OPERATING HOURS	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
	9am-9pm	9am-9pm	9am-9pm	9am-9pm	9am-9pm	Dependant	Dependant
Dates not Open:	Stat Holidays						
Statutory Holiday:	As defined by AB Employment Standards			Other	The Bragg Creek Centre is open evening and weekends if required for programs and events.		

6. DOCUMENTATION REQUIREMENTS: <u>Do not provide other attachments unless requested to do so.</u>	ATTACHED
List of current agency Board of Directors by name and Board position (Board information is requested to ensure sufficient governance and make members accessible to administration, if required.) Do not include personal contact information (home addresses, emails, or phone numbers).	<input checked="" type="checkbox"/>
Fee Policy and Schedule (if applicable)	<input type="checkbox"/>
Organizational Chart of Agency	<input checked="" type="checkbox"/>
Certificate of Incorporation under the Societies Act if new applicant. (Not applicable to other municipal governments and associated departments)	<input type="checkbox"/> Included <input checked="" type="checkbox"/> Not Applicable
Constitution and Bylaws (first time applicants only unless changes were made by previously funded groups)	<input type="checkbox"/>
Job description(s) for County FCSS funded positions requested (first time applicants only unless changes were made by previously funded groups)	<input checked="" type="checkbox"/>
Most recent Audited Financial Statement	<input checked="" type="checkbox"/>

The personal information on this form is being collected for the purpose of determining eligibility of an applicant to receive FCSS funding; to assist in administering the FCSS funding; and to monitor, assess, and evaluate your program. This information is collected under the authority of Section 33 (c) of the Freedom of Information and Protection of Privacy Act and may become public information once it is submitted to the FCSS program. Questions regarding the collection of this information can be directed to the Manager, Recreation and Community Services at 403.520.6307.

7.1 PROGRAM DESCRIPTION

Provide a brief program description in a few sentences (to be used for publication by FCSS)

Rumble & Roar is a parented drop in program designed to help promote pre-school aged children's physical, cognitive and social-emotional learning. Children will enjoy facilitated and free-play activities. A great place to build friendships, meet other parents and connect with resources. Family Resource Network staff are on-site twice a month offer support, information and referrals to parents.

Bragg Creek After-school Program is a multi-faceted after-school program for local children/youth ages 6 –18 years. Utilizing our existing facility there would be a number of daily activities available depending on the child/youth needs including: sport and physical activities, art room, library/lounge area and a homework club.

7.2 PREVENTION

In what way(s) is your program preventive in nature? Check the appropriate items from the following list. You will be required to report on each of the Outcomes that you have selected.

Provincial Outcome	Rocky View County Outcomes	
Improved social well-being of individuals	Outcome 1: Individuals experience personal well-being. Indicators: Resilience; self-esteem; optimism; capacity to meet needs; autonomy; competence; personal engagement; meaning and purpose.	<input checked="" type="checkbox"/>
	Outcome 2: Individuals are connected with others. Indicators: Quality of social relationships; social supports available; trust and belonging.	<input checked="" type="checkbox"/>
	Outcome 3: Children and youth develop positively. Indicators: Developmental assets.	<input checked="" type="checkbox"/>

Provincial Outcome	Rocky View County Outcomes	
Improved social well-being of families	Outcome 4: Healthy functioning families. Indicators: Positive family relationships; positive parenting; positive family communications.	<input checked="" type="checkbox"/>
	Outcome 5: Families have social supports. Indicators: Extent and quality of social networks; family accesses resources as needed.	<input checked="" type="checkbox"/>

Provincial Outcome	Rocky View County Outcomes	
Improved social well-being of the community.	Outcome 6: The community is connected and engaged. Indicators: Social engagement; social support; awareness of the community; positive attitudes toward others and the community.	<input checked="" type="checkbox"/>
	Outcome 7: Community social issues are identified and addressed. Indicators: Awareness of community social issues; understanding of community social issues; agencies and/or community members work in partnership to address social issues in the community.	<input checked="" type="checkbox"/>

7.3 PRIMARY TARGET

Indicate the Primary target at whom the program is aimed by estimating the percentage of the program's FCSS allocation that is directed to services in the following categories.

Children	30	%
Youth	35	%
Families	30	%
Adults		%
Seniors		%
Volunteerism	5	%
Community Development		%
Total	100	%

7.4 SOCIAL SERVICE CONTINUUM

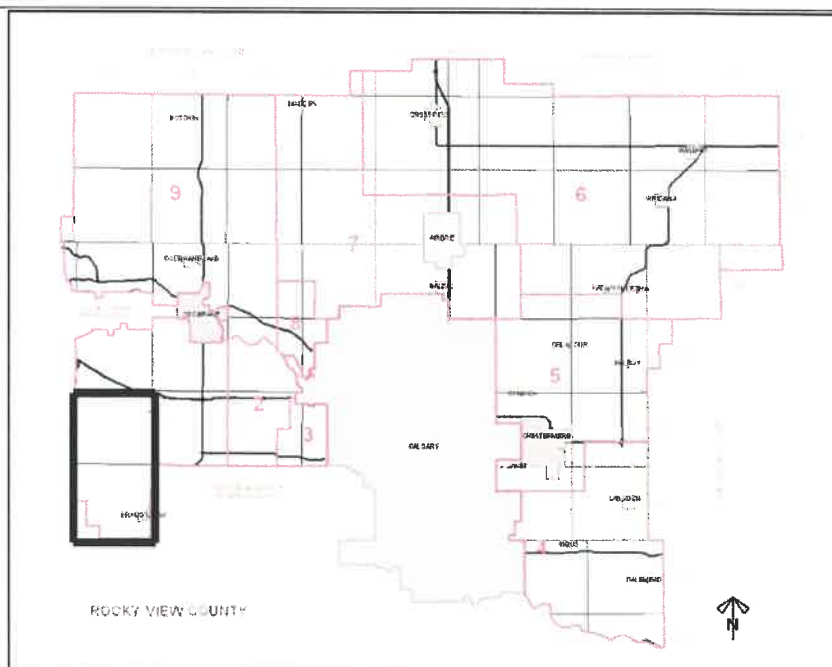
Please indicate the percentage of each section below that your program provides.

• Promotion: Programs and services that promote public education and awareness of social needs.	15	%
• Prevention: Programs and services focused at the earliest opportunity on individuals and families whose social well-being in community life is at risk.	35	%
• Early Intervention: Programs and services focused on individuals and families with identified early signs of unmet needs, who require support to enhance their social well-being.	25	%
• Specialized Services: Programs and services for individuals and families focused on emerging social needs not yet sufficiently addressed by community support.	25	%
• Remediation Services: Programs and services for individuals and families with clearly defined unmet needs, who require assessment, intervention, and treatment to enhance their social well-being.	0	%
Total	100	%

8. COORDINATION AND COMMUNICATION

A. Identify organizations within the program's catchment area (define your region of operation; include towns and border of service area and also clearly mark it on the map with thick black lines) that provide similar services.

There are no other organizations in our catchment area that provide similar services.



B. What cooperative and coordinative steps has the program taken with these agencies?

N/A

C. Describe the similarities and differences between the proposed program and those identified as being delivered by other organizations.

N/A

OUTCOMES MODEL

(For further information on the outcomes model contact the County FCSS program for a copy of a toolkit.)

9.1 AGENCY/PROGRAM VISION

Desired social condition. May be your agency's existing vision statement.

Our community is connected and engaged through our welcoming and vibrant community centre.

9.2 AGENCY/PROGRAM MISSION

Unique role in working towards the desired social condition. What are you currently doing to achieve your mission (e.g. other programs and services that are not a part of this application for funding)?

The BCCA and the Bragg Creek Community Centre support the greater Bragg Creek area through programs, events, and services that build community responsibly and sustainably for current and future generations.

- Annual Community Events and Fundraisers – Easter Pancake Breakfast, Bragg Creek Days Festival, Halloween, Remembrance Day Ceremony etc., - fostering community pride, volunteerism and social connections.
- Recreation, Fitness, Art and Cultural Programs - offered to children, youth and adults, contributes to self-esteem, health and wellness, social interaction and relationship building.
- Community Services – RVC Emergency Reception Centre, Community Evacuation Centre, Library Lending Lockers, Food Insecurity Support, playground, tourist and community information, free Wi-Fi, telephone, parking and washroom facilities
- Social Support Services – free space provided for outreach and resource workers from agencies such as FCSS Cochrane, Big Hill Haven and Alberta Health Services as well as a yearly cohort of nursing students from the U of C Faculty of Nursing.
- Discounted/Free Space –reduced or no-charge rental rates offered to local community service groups such as Ladies Auxiliary, Bragg Creek and Area Wellness Network, Swamp Donkey Musical Theatre Society, Junior Forest Wardens, Boys & Girls Club Cochrane, Cochrane Library and RVC.
- Rental Space –offered to community and outside groups to bring additional programs and events to the community, fostering community engagement, social interaction and contributes to the financial sustainability of the Centre.

9.3 STATEMENT OF NEED

Problem statement; description of the situation you wish to change.

Programming for Young Families – we continue to see a need for developmental programming for families with multiple children under the age of 5 years. According to the 2016 Census, of the 39.6%*of families with children in the Hamlet alone, 6.8%* of these children are under the age of 4 years. There have been a number of young families move to the Greater Bragg Creek area in 2020 and we believe the current percentages to be higher. Living in a rural location has been found to be a substantial risk factor for social isolation. Rural communities are typically more sparsely populated and there can be a lack of local amenities and facilities that facilitate social interaction. Families new to the area as well as new parents require social connections in order to build their support networks.

After-School Programming – Bragg Creek does not have an after-school program that caters to all local children ages 6 –18 years. Bragg Creek has a K-8 school with a student body of ~300. An additional ~100 grade 1-12 students are bussed to Elementary and Middle schools for French Immersion instruction and High school in Springbank.

Bragg Creek is a rural bedroom community with over 40%* (Census 2016) of its residents commuting to the city for work, making after-school programming necessary, specifically for youth ages 12 – 18 as a spate of research shows that risky teen behavior occurs most often between 3 and 6 pm Monday - Friday. The Community Centre has been witness to this fact with ongoing cases of minor vandalism and inappropriate behavior by local youth on the property. In late 2019 we

conducted a community survey in which a large percentage of respondents indicated a need for local after-school programming.

*These statistics do not include West Bragg Creek, Wintergreen Woods, Redwood Meadows or Foothills MD.

Statistics Canada (2016.) Census Profile, 2016 Census https://www12.statcan.gc.ca/census-recensement/2016/dp-pd/prof/details/page_Figures.cfm?Lang=E&Tab=1&Geo1=DPL&Code1=480026&Geo2=PR&Code2=12&SearchText=Bragg%20Creek&SearchType=Begin&SearchPR=01&B1=All&TABID=1&type=0, https://www12.statcan.gc.ca/census-recensement/2016/dp-pd/prof/details/page_Figures.cfm?Lang=E&Tab=1&Geo1=DPL&Code1=480026&Geo2=PR&Code2=12&SearchText=Bragg%20Creek&SearchType=Begin&SearchPR=01&B1=Families,%20households%20and%20marital%20status&TABID=1&type=0

9.4 STRATEGY/ACTIVITIES

How will the program address the specified need? What goal or long-term change or impact do you want to achieve? What are you going to do in the program to achieve your goal(s)?

Programming for Young Families - We offer a welcoming, engaging and supportive environment in which to come together weekly ultimately helping to improve individual, family and community social well-being. We also plan to run supplementary parent education workshops or short term programs such as infant massage alongside Rumble & Roar to offer additional opportunities to connect and engage with family and community.

Predicted outcome –young families will have a supportive and safe environment where they can make connections and build relationships within their community.

After-School Programming –Typically youth in rural areas have limited access to public spaces and a lack of recreational and leisure activities. These facilities exist in larger, neighbouring towns or cities served by unreliable, infrequent and expensive public transport. The Bragg Creek and surrounding communities are fortunate in that the Bragg Creek Community Centre is local, accessible and offers the appropriate facilities for this type of program. Working families will benefit from a program that ensures youth have a safe place to go while parents are at work. Children will have a fun, positive and encouraging space where they have the opportunity to make friendships outside of the classroom. The Community will benefit from volunteer, intergenerational and partnership opportunities and youth participation in community development.

Predicted outcome –children/youth will have an organized and safe option for after-school activities in their community.

9.5 RATIONALE

An explanation of why you believe this strategy or approach will work; include research if possible.

Our attendance statistics and surveys show that Rumble & Roar is a great success. The addition of facilitated developmental activities will teach children to share, take risks, build confidence, trust and belonging and benefit from nonparent adult relationships.

Gwen Dewar, PhD (2015-2018) Social Skills Activities for Children and Teens: Evidence-based games and exercises <https://www.parentingscience.com/social-skills-activities.html>

Afterschool programs are reported to boost academic performance, reduce risky behaviors, promote physical health, and provide a safe, structured environment for the children of working parents. The Bragg Creek Community Centre will approach the After-school Program from a Positive Youth Development (PYD) strategy - A holistic approach engaging youth, families, schools and the whole community to ensure that an environment is created which will support youths', physical, personal, social, emotional, intellectual and spiritual development. In line with the four domains presented in the PYD framework, youth will be encouraged to take an active role in the planning and assist in the facilitation of weekly activities strengthening skill building, engagement and contribution, belonging, healthy relationships and creating a safe space environment.

Shek DT, Dou D, Zhu X, Chai W. Positive youth development: current perspectives. *Adolesc Health Med Ther.* 2019;10:131-141. Published 2019 Sep 18. doi:10.2147/AHMT.S179946

9.6 INPUTS

***Please see end of application for budget shell. Budget sheet(s) MUST follow the template as provided.**

A. Have you researched or sourced other methods of funding? How do you propose to sustain this program?

We have not identified to date additional sources of grant funds for Rumble & Roar other than those requiring matching funds which prove to be challenging, given the negative financial effects of the pandemic. Program sustainability will be assisted through program fees, memberships, rental revenues and fundraising efforts.

B. Has this budget been authorized by your Board of Directors? Yes ☒ No ☐ If no, please explain:

9.7 PROJECTED OUTPUTS (Count of products and services delivered to the target group. For definitions, see the end of the report)

Please report the projected direct product of your activities, usually measured by volume of work accomplished. Must include projected number of individual participants, volunteers and volunteer hours. Other outputs may include projected number of training sessions, workshops, and community development programs. Include projected number of County residents utilizing services. Rocky View County residents do not include people who reside in Airdrie, Beiseker, Chestermere, Cochrane, Crossfield, Irricana or Redwood Meadows. It does include those who live outside of these municipalities and within the hamlets located within the County's borders.

A. PROJECTED NUMBER OF INDIVIDUAL PARTICIPANTS SERVED:

People served should only be counted once unless they are part of a family being served (see definitions). DO NOT include group participants, contacts, or community development initiatives if counted below.

Provide general summary of outputs here:

Rumble & Roar attendees

After-school Program attendees

Number of Children/Youth (0 to 18 years) 342 Number of County Residents: 317

Number of Adults (19 to 64 years) 228 Number of County Residents: 206

Number of Seniors (65+ years) 0 Number of County Residents: 0

Number of Families 228 Number of County Families: 206

B. PROJECTED NUMBER OF GROUPS SERVED:

(e.g. workshops, training and/or education groups)

Provide general summary of outputs here:

Parent education workshops and mini-programs run parallel to Rumble & Roar. Homework club, Youth Committee, GSA

Number of Groups: 7 Total Number of Participants: 100 Number of County Residents: 85

C. PROJECTED NUMBER OF CONTACTS PROVIDED:

(e.g. providing assistance with forms/referral; telephone, mail outs, email, and social media)

Provide general summary of outputs here:

Assistance from FRN Family Support Worker

Number of Clients: 70 Number of County Residents: 60

D. PROJECTED NUMBER OF COMMUNITY DEVELOPMENT INITIATIVES:

(E.g. community assessment, mobilization, and/or advocacy committees. Do not include service to individuals)

Provide general summary of outputs here:

N/A

Number of Initiatives: Number of Clients: Number of County Residents:

E. VOLUNTEERISM

a) What are the roles of volunteers in the program?

Assist in the set up and tear down of play equipment, peer-to-peer tutoring, assist in facilitation of weekly after-school activities, operate concession.

b) How does the program promote, encourage, and facilitate the use of volunteers?

Youth volunteers will be vital to the success of the After-school Program so that participants feel a sense of belonging and ownership. Participants will be encouraged to take an active role in the planning and assist in the facilitation of weekly activities. Positions will be flexible and presented as skill and leadership building opportunities. We will be engaging skilled community members to facilitate educational programs within the After-school Program i.e. art classes, nature walks, book club.

c) Total number of volunteers in agency/program:

Estimated 10

d) Total number of volunteer hours in 2020:

0

e) Estimated number of volunteer hours until the end of 2021:

650

9.8 EXPECTED OUTCOMES

Statements, which describe the difference the agency/program intervention will make with clients in the short term, mid-term, and long term. These must logically connect to the Provincial and Rocky View County Outcomes in Section 7.2.

Rumble & Roar

Short Term: personal engagement for parents and children, social supports

Mid-Term: social relationships and belonging, family access to resources

Long Term: children developing positively, positive parenting

After-School Program

Short Term: optimism, personal and social engagement, awareness of the community

Mid-Term: trust and belonging, self-esteem, positive attitude toward others and the community

Long Term: competence, awareness of community social issues

9.9 OUTCOME INDICATORS

List the specific items of information that you will track to measure your program's success on outcomes. These are generally in the form of a cluster of questions or surveys and relate directly to the Rocky View County Outcome Indicators listed in Section 7.2. Copies of the Provincial FCSS Measures Bank are available upon request.

- A written feedback form allowing for anecdotal comments for parents.
- Survey of multiple choice or rating scale questions for participants.
- The amount of referrals from existing participants and parents thus increasing number of participants throughout the duration of the program.
- Ongoing program monitoring, talking to program participants, parents and teachers to get a general impression of the success of the program.
- In partnership with local education agencies, conduct a survey to garner information on general attitudes towards school both pre and post program. An expected increase in positive attitudes from those engaged in the program.
- Program participant's sign up for youth volunteer opportunities and other community initiatives.
- Smiles on the faces of participants and parents!

10. ADDITIONAL INFORMATION

Please provide a brief agency/program history.

The Bragg Creek Community Association was founded as a non-profit organization in 1958. Through the years, the BCCA acquired a little schoolhouse (since sold), skating rink, skate shack, tennis courts and playground to make it a fully functional, vibrant Community Centre.

The Bragg Creek Community Centre is the hub of our community, providing services, programs and events, and overall, a meeting place for the Community to gather. Programming has continually evolved, and we are still doing our best to provide our residents with a varied selection of programs and events to fit everyone's unique needs. Over the past few years we have experienced a high rate of staff turnover and some efforts stalled. The current staff are residents of Bragg Creek that are intensely passionate about our community and are dedicated to community service above all. We are on the right track, have created numerous efficiencies and with the assistance of funders like FCSS we can expand our capacity to do good work.

Thanks to past FCSS funding, to date our most successful program has been Rumble & Roar + Tots Time. Parents feel supported and connected and children have the opportunity to make positive relationships while benefiting from developmentally appropriate play. We continue to work to help address the needs of children, youth, families, adults and our seniors in the Greater Bragg Creek Area. We are confident that the After-school program will be equally as successful.

11. STORIES

Please provide 1 or 2 short anecdotal stories about some of your County rural clients who have received services from your organization, and how their situation has improved as a result of their involvement in this program. This story may be used for publication by FCSS. Please do not include any client identifying information.

"I moved here and the 6 months before I started accessing programs like women's group and Rumble & Roar were isolating. Then I started getting involved and my kids and I made friends and now I am coordinating the local Junior Forest Wardens Group with other local families and the BCCA!"

"Our family has loved the Rumble and Roar playtime at Bragg Creek Community Centre. The ability for us parents and our children to play and socialize in a large indoor space with sports and creative foam building blocks and tumble mats and a bouncy castle has been an important part of living in a rural area. It is a great place to meet other young families in the area."

INSERT BUDGET DETAILS ON THE FOLLOWING PAGE
DO NOT INCLUDE IN-KIND SUPPORTS, ONLY ACTUAL DOLLARS
AN EXCEL SPREADSHEET IS AVAILABLE FOR INSERTION

Please ensure that section 9.6 C starts on a page(s) with no other sections on the page(s). For consistency purposes, it is **IMPERATIVE** that you use the following template as provided and **NOT** modify it, other than adding additional lines.

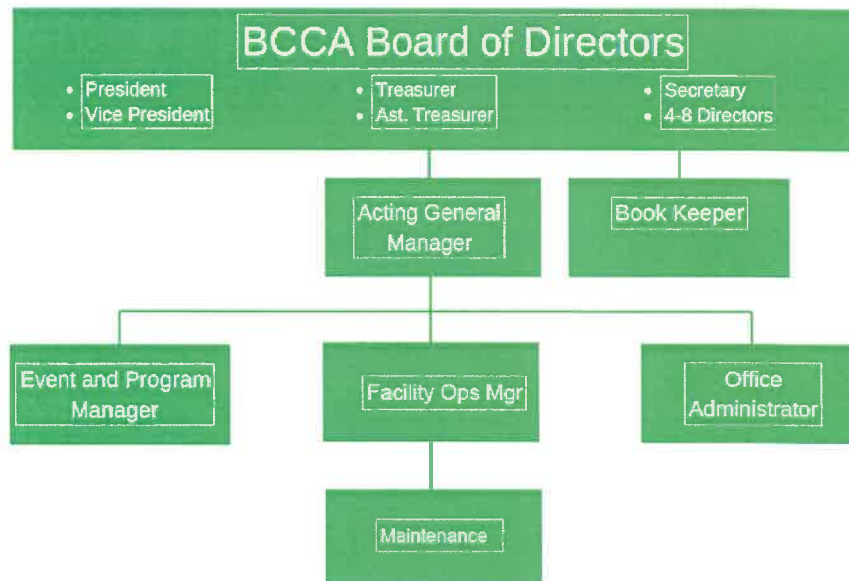
9.6 C. INPUTS (Resources dedicated to the program. Include staff and budget for one year.)			
2022 PROPOSED BUDGET (Ensure all calculations are correct. Use the second column to itemize the program expenses to which you plan to direct the County FCSS funds. Column 1 + Column 2 = Column 3)			
ITEM	Column 1 2022 Costs to be paid or contributed by the Applicant and other funding partners (Agency Contribution)	Column 2 2022 Costs to be funded by County FCSS (Program Request)	Column 3 2022 Projected Year End Total Program Budget (Total Cost)
EXPENSES			
PERSONNEL (specify positions and hours per week)			
Rumble & Roar Facilitator (41 weeks x 3 hrs/wk.)		2590	2590
Youth Program Coordinator (35 hrs/wk.)		36,400	36,400
a. SUBTOTAL PERSONNEL		38,990	38,990
TRAVEL & TRAINING (specify)			
b. SUBTOTAL TRAVEL & TRAINING			
MATERIALS AND SUPPLIES (specify)			
Rumble & Roar new and replacement equipment (Bounce House, ride on toys, tumble mats, mat trucks, asst. balls, hula hoops, bean bags)	315	9955	10,270
After-school Program activity equipment (indoor hockey, basketball, jump ropes, gymnastics, asst. balls, art supplies, board games)	440	5000	5440
c. SUBTOTAL MATERIALS AND SUPPLIES	755	14,955	15,710
OTHER (specify)			
Shipping		1500	1500
Volunteer expenses (refreshments, t-shirts, appreciation)	450		450
d. SUBTOTAL OTHER	450	1500	1950
e. TOTAL EXPENDITURES (e=a+b+c+d)	1205	55,445	56,650
REVENUE (specify other sources of funding including fundraising, fees for service, other grants, etc.)			
f. TOTAL REVENUE			
g. FCSS REQUEST (DEFICIT = Total of Column 3 Expenditures – Total Revenue)		56,650	

BCCA BOARD MEMBERS 2020-2021

POSITION	NAME
President	Alannah Turner
Vice President	Tanya Kamachi
Treasurer	Bonnie Koetsier
Asst Treasurer	Open
Secretary	Kirsten Tudor
Director	Rose Dallyn
Director	Calvin Hansen
Director	Anika Van Wyk
Director	Wendy Carruthers
Director	Sher Hayes
Director	Mike Birbeck
Director	Vic Pedenko



Bragg Creek Community Association Organizational Chart



Youth Program Coordinator/Facilitator

35 hrs. /week

The Role: Under the direction of the Program and Events Manager, Youth Program Coordinator/Facilitator will be responsible for developing and implementing programs within the After-school program that foster a positive environment within youth programming. The Coordinator works in cooperation with individuals and groups in the community to determine the needs of local youth. The Coordinator also manages and supervises program volunteers.

Scope of Duties and Responsibilities:

- Assess, plan, implement and evaluate youth programs and activities.
- Deliver programs that are focused on the physical, educational, recreational, social, and emotional needs of local youth.
- Recording and documenting attendance of programs, managing data and statistics for reporting purposes.
- Actively seek opportunities for our programs to grow in the community.
- Implement and develop effective program evaluations and outcome measurement.
- Ensure the safety and well-being of all children and youth in the program, including group and/or individual behavior management and support.

Rumble & Roar + Tots Time Program Facilitator

3 hrs. /week

The Role: Under the direction of the Program and Events Manager, Rumble & Roar + Tots Time Program Facilitator will be responsible for developing and implementing developmentally appropriate activities that foster a positive social experience.

Scope of Duties and Responsibilities:

Planning and organization

- Create engaging activities that focus on social-emotional learning competencies.
- Engage children, build positive and respectful relationships by providing inspiration, support and guidance.
- Assist in maintaining accurate program records including incident reports and attendance.
- Ensure all program participants are treated with respect and integrity by fostering a safe environment where they are encouraged to try new things.
- Support program participants by providing leadership and life skills.
- Ensure the safety and well-being of all children and youth in the program, including group and/or individual behavior management and support.

BRAGG CREEK COMMUNITY ASSOCIATION
Financial Statements
Year Ended June 30, 2020

BRAGG CREEK COMMUNITY ASSOCIATION
Index to Financial Statements
Year Ended June 30, 2020

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Statement of Financial Position	3
Statement of Operations	4
Statement of Changes in Net Assets	5
Statement of Cash Flows	6
Notes to Financial Statements	7 - 12



Wilson Wong Professional Corporation
CHARTERED PROFESSIONAL ACCOUNTANT

10 – 5918 5TH Street SE
Calgary, AB T2H 1L4
Tel: 403.253.0401 ext.102
Fax: 403.253.0220

INDEPENDENT AUDITOR'S REPORT

To the Members of Bragg Creek Community Association

We have audited the accompanying financial statements of Bragg Creek Community Association, which comprise the statement of financial position as at June 30, 2020 and the statements of operations, changes in net assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified audit opinion.

Basis for Qualified Opinion

In common with many not for profit organizations, the Bragg Creek Community Association derives revenue from certain fundraising activities, the completeness of which is not subject to satisfactory audit verification. Accordingly, our verification of these revenues was limited to the amounts recorded in the records of the Bragg Creek Community Association and we were not able to determine whether any adjustments might be necessary to revenue, excess of revenue over expenses, assets and net assets.

(continues)

Independent Auditor's Report to the Members of Bragg Creek Community Association *(continued)*

Qualified Opinion

In our opinion, except for the effects of adjustments, if any, which we might have determined to be necessary had we been able to satisfy ourself of the completeness of fundraising activities, these financial statements present fairly, in all material respects, the financial position of the Bragg Creek Community Association as at June 30, 2020 and the results of its operations and cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.



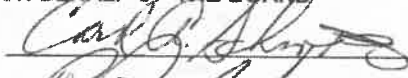

Calgary, Alberta
October 21, 2020


WILSON WONG PROFESSIONAL CORPORATION
CHARTERED PROFESSIONAL ACCOUNTANT

BRAGG CREEK COMMUNITY ASSOCIATION
Statement of Financial Position
June 30, 2020

	2020	2019
ASSETS		
CURRENT		
Cash and cash equivalents, Unrestricted (Note 3)	\$ 167,085	\$ 262,650
Externally Restricted Cash (Note 4)	39,189	3,940
Accounts Receivable	27,972	2,867
Inventory	1,872	1,587
Prepaid Expenses	2,426	2,794
	<u>238,544</u>	<u>273,838</u>
PROPERTY AND EQUIPMENT (Note 5)	355,334	497,533
	<u>\$ 593,878</u>	<u>\$ 771,371</u>
LIABILITIES AND NET ASSETS		
CURRENT		
Accounts Payable and Accrued Liabilities	\$ 13,180	\$ 25,266
Deferred Contributions (Note 4)	39,189	3,940
Deferred Revenue	16,500	2,200
	<u>68,869</u>	<u>31,406</u>
DEFERRED CAPITAL CONTRIBUTIONS (Note 7)	178,756	208,870
LONG TERM DEBT (Note 6)	40,000	-
	<u>287,625</u>	<u>240,276</u>
NET ASSETS	<u>306,253</u>	<u>531,095</u>
	<u>\$ 593,878</u>	<u>\$ 771,371</u>

ON BEHALF OF THE BOARD

 Director
 Director

 - Treasurer.

BRAGG CREEK COMMUNITY ASSOCIATION
Statement of Operations
For the Year Ended June 30, 2020

	2020	2019
RECEIPTS		
Grants (Note 8)	\$ 53,660	\$ 188,341
Hall and Equipment Rentals and Leases	87,311	133,069
Fundraising Events	18,661	45,094
Casino Contributions	2,444	16,291
Ladies Auxiliary Fundraising	21,993	10,003
Donations	4,486	2,973
Programs	2,330	3,842
Memberships	3,215	4,055
Interest	744	243
Raffles	366	270
	<u>195,210</u>	<u>404,181</u>
DISBURSEMENTS		
Wages and Benefits	105,431	147,773
Repairs and Maintenance	83,474	74,587
Utilities	39,365	41,724
Administrative	28,667	38,343
Fundraising Events	6,001	12,672
Property Taxes	12,755	12,635
Ladies Auxiliary Fundraising Expenses	12,696	9,860
Insurance	7,223	7,330
Rental	2,242	5,822
Uncollectible GST	3,909	5,179
Computer Expenses	5,461	4,592
Programming	1,616	816
Advertising and Promotion	871	515
Casino Expense	2,445	-
	<u>312,156</u>	<u>361,848</u>
OPERATING DEFICIENCY BEFORE AMORTIZATION & OTHER EXPENSE	<u>(116,946)</u>	<u>42,333</u>
Gain on disposal of property and equipment	400	-
Amortized Capital Contributions	30,115	35,752
Amortization	(147,992)	(150,091)
Canada Emergency Wage Subsidy	9,582	-
	<u>(107,895)</u>	<u>(114,339)</u>
DEFICIT	\$ <u>(224,841)</u>	\$ <u>(72,006)</u>

BRAGG CREEK COMMUNITY ASSOCIATION
Statement of Changes in Net Assets
Year Ended June 30, 2020

	Unrestricted	2020 Total General Net Assets	2019
Beginning of the Year	\$ 531,094	\$ 531,094	\$ 603,100
Surplus (Deficit)	(224,841)	(224,841)	(72,006)
End of the Year	<u>\$ 306,253</u>	<u>\$ 306,253</u>	<u>\$ 531,094</u>

BRAGG CREEK COMMUNITY ASSOCIATION
Statement of Cash Flows
Year Ended June 30, 2020

	2020	2019
OPERATING ACTIVITIES		
Deficiency Of Receipts Over Disbursements	\$ (224,841)	\$ (72,006)
Items not affecting cash:		
Amortization of property and equipment	147,992	150,091
Gain on disposal of property and equipment	(400)	-
	<u>(77,249)</u>	<u>78,085</u>
Changes in non-cash working capital:		
Accounts receivable	(25,352)	2,923
Inventory	(285)	(772)
Accounts payable	(12,086)	3,279
Deferred contributions	(30,114)	(35,752)
Deferred revenue	49,549	(26,245)
Prepaid expenses	368	2,398
Goods and services tax payable	245	-
	<u>(17,675)</u>	<u>(54,169)</u>
Cash flow from operating activities	<u>(94,924)</u>	<u>23,916</u>
INVESTING ACTIVITIES		
Purchase of property and equipment	(5,792)	(35,164)
Proceeds on disposal of property and equipment	400	-
	<u>(5,392)</u>	<u>(35,164)</u>
Cash flow used by investing activities		
FINANCING ACTIVITY		
Long term debt (Note 6)	40,000	-
	<u>40,000</u>	<u>-</u>
Cash flow from financing activity		
DECREASE IN CASH FLOW	<u>(60,316)</u>	<u>(11,248)</u>
Cash - beginning of year	<u>266,590</u>	<u>277,838</u>
CASH - END OF YEAR	<u>206,274</u>	<u>266,590</u>
CASH CONSISTS OF:		
Unrestricted Cash (Note 3)	\$ 167,085	\$ 262,650
Restricted Cash (Note 4)	39,189	3,940
	<u>\$ 206,274</u>	<u>\$ 266,590</u>

BRAGG CREEK COMMUNITY ASSOCIATION
Notes to Financial Statements
Year Ended June 30, 2020

1. PURPOSE OF THE ASSOCIATION

Bragg Creek Community Association (the "Association") is a not-for-profit organization incorporated under the Societies Act of Alberta. As a registered charity, the Association is exempt from the payment of income tax under Section 149(1) of the Income Tax Act.

The Association was organized to unite groups and individuals through a sustainable path with innovation programs and services.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of presentation

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO), of which the most significant policies are:

Revenue recognition

The Association follows the deferral method of accounting for contributions. Externally restricted contributions are recognized as revenue in the year in which the related expenses incurred. Unrestricted contributions are recognized as revenue when received or receivable, if the amount to be received can be reasonably estimated and collection is reasonably assured.

Inventory

Inventory is valued at the lower of cost and net realizable value with the cost being determined on a first-in, first-out basis (FIFO).

Government grants

Government grants are recorded when there is a reasonable assurance that the Association had complied with all the necessary conditions to obtain the grants.

(continues)

BRAGG CREEK COMMUNITY ASSOCIATION
Notes to Financial Statements
Year Ended June 30, 2020

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Financial instruments

Financial instruments are recorded at fair value when acquired or issued. In subsequent periods, financial assets with actively traded markets are reported at fair value, with any unrealized gains and losses reported in income. All other financial instruments are reported at amortized cost, and tested for impairment at each reporting date. Transaction costs on the acquisition, sale, or issue of financial instruments are expensed when incurred.

Under the standards for recognizing and measuring financial instruments, all financial assets are classified into one of the following four categories: held for trading, held to maturity, loans and receivables, or available for sale. All financial liabilities are classified into one of the following two categories: held for trading or other financial liabilities.

The Association's financial assets and financial liabilities are classified and measured as follows:

Held for trading

Cash is designated as held for trading at fair value with any subsequent changes in fair value as a charge to the statement of operations.

Loans and receivables

Accounts receivable are recorded at amortized cost less any impairment losses recognized and approximate their fair values due to the relatively short periods to maturity.

Other financial liabilities

Accounts payable and accrued liabilities are recorded at amortized cost and approximate their fair values due to the relatively short periods to maturity.

Other amounts noted on the Statement of Financial Position are not financial instruments.

The Association has not entered into any derivative transactions. In addition, the Association's contractual arrangements do not have any embedded features.

(continues)

BRAGG CREEK COMMUNITY ASSOCIATION
Notes to Financial Statements
Year Ended June 30, 2020

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Property and equipment

Property and equipment are recorded at cost and are amortized using the declining balance method according to the following rates:

Land Improvements	5%
Buildings and Improvements	5%
Ice Rink and Skate House	10%
Playground Equipment	10%
Tennis Court and Shed	10%
Assets under Capital Lease	10%
Computer Equipment	20%
Furniture and Equipment	20%
Artwork	0%

The Association regularly reviews its property and equipment to eliminate obsolete items. Government grants are treated as a reduction of property and equipment cost.

Property and equipment acquired during the year but not placed into use are not amortized until they are placed into use.

Measurement uncertainty

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Such estimates are periodically reviewed and any adjustments necessary are reported in earnings in the period in which they become known. Actual results could differ from these estimates. Notably, the Association's capital asset amortization policy depreciates all asset classes on a declining balance basis over a number of years. Actual realized usage of capital assets may differ significantly, and unamortized values may also differ significantly from their recoverable value on the open market.

Net assets

- a) Net assets invested in property and equipment represents the Association's net investment in property and equipment which is comprised of the unamortized amount of property and equipment purchased with restricted funds.
- b) Internally restricted net assets are funds which have been designated for a specific purpose by the Association's Board of Directors.
- c) Unrestricted net assets comprise the excess of revenue over expenses accumulated by the Association each year, net of transfers, and are available for general purposes.

(continues)

BRAGG CREEK COMMUNITY ASSOCIATION
Notes to Financial Statements
Year Ended June 30, 2020

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Contributed services

The operations of the Association depend on both the contribution of time by volunteers and donated materials from various sources. The fair value of donated materials and services cannot be reasonably determined and are therefore not reflected in these financial statements.

3. CASH AND CASH EQUIVALENTS, UNRESTRICTED

The following amounts make up the unrestricted cash funds on deposit:

	2020	2019
Unrestricted Cash		
ATB Chequing	\$ 81,696	\$ 228,770
T-Bill Savings	45,779	24,134
Petty Cash	651	902
GIC Investments	25,268	5,126
AHS - Wellness Committee	769	153
ATB Ladies Auxiliary	12,922	3,829
	<u>\$ 167,085</u>	<u>\$ 262,914</u>

4. CASH, RESTRICTED

	2020	2019
ATB Chequing - Casino	\$ 39,189	\$ 3,940

5. PROPERTY AND EQUIPMENT

	Cost	Accumulated amortization	2020 Net book value	2019 Net book value
Buildings and Improvements	\$ 2,144,687	\$ 1,934,819	\$ 209,868	\$ 317,102
Equipment	30,275	19,794	10,481	8,029
Computer Equipment	8,412	7,981	431	731
Playground Equipment	99,794	89,815	9,979	29,938
Furniture and Equipment	337,010	332,234	4,776	9,446
Land Improvements	249,772	131,973	117,799	130,287
Artwork	2,000	-	2,000	2,000
Ice Rink & Skate Shack	167,741	167,741	-	-
	<u>\$ 3,039,691</u>	<u>\$ 2,684,357</u>	<u>\$ 355,334</u>	<u>\$ 497,533</u>

BRAGG CREEK COMMUNITY ASSOCIATION
Notes to Financial Statements
Year Ended June 30, 2020

6. LONG TERM DEBT

The Association received the Canada Emergency Business Account loan which is an interest free loan until December 2022 and then would automatically become a 5 year term loan at 5% if not paid back by that time. If the loan is repaid before December 2022 \$10,000 of the principal balance would be forgiven.

7. DEFERRED CAPITAL CONTRIBUTIONS

Externally restricted grants and donations for specific capital expenditures are recorded as deferred contributions and amortized on the same basis as the related capital assets.

	2020	2019
Balance at Beginning of Year	\$ 208,870	\$ 244,622
Contributions from Donations	-	-
Recognized As Income During the Year	(30,115)	(35,752)
Balance At End of Year	<u>\$ 178,755</u>	<u>\$ 208,870</u>

8. GRANTS

	2020	2019
Grants - FCSS	\$ 5,542	\$ -
Grants - Rockyview Operational	-	184,800
Grants - AHS - Wellness Committee	5,000	-
Grants - Canada Summer Jobs	4,640	3,541
Grants - Shell Legacy/ UK Online	4,000	-
Grants - Rockyview Community Initiative	4,000	-
Grants - Second Harvest Food Support	18,000	-
Grants - Rockyview Capital Grants	5,475	-
Grants - Government of Alberta CFIP	7,003	-
	<u>\$ 53,660</u>	<u>\$ 188,341</u>

The Rockyview Operational grant approval process experienced a delay as a result of Covid-19 and the funding was therefore not approved until after the fiscal year ended.

9. FINANCIAL INSTRUMENTS

The Association is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the Association's risk exposure and concentration as of June 30, 2020.

(continues)

BRAGG CREEK COMMUNITY ASSOCIATION
Notes to Financial Statements
Year Ended June 30, 2020

9. FINANCIAL INSTRUMENTS *(continued)*

Credit risk

Credit risk arises from the potential that a counter party will fail to perform its obligations. The Association is exposed to credit risk from customers. In order to reduce its credit risk, the Association reviews a new customer's credit history before extending credit and conducts regular reviews of its existing customers' credit performance. An allowance for doubtful accounts is established based upon factors surrounding the credit risk of specific accounts, historical trends and other information. The Association has a significant number of customers which minimizes concentration of credit risk.

Liquidity risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The Association is exposed to this risk mainly in respect of its receipt of funds from grants, members, leases and other related sources, long-term debt, obligations under capital leases, contributions to the pension plan, and accounts payable.

Other price risk

Other price risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices (other than those arising from interest rate risk or currency risk), whether those changes are caused by factors specific to the individual financial instrument or its issuer, or factors affecting all similar financial instruments traded in the market. The Association does not have significant price risk.

Interest rate risk

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. In seeking to minimize the risks from interest rate fluctuations, the Association manages exposure through its normal operating and financing activities. The Association has nominal amount of interest bearing GIC's that are subject to interest rate fluctuations and would not have a significant on these statements should a change in interest rates occur.

10. CONTRIBUTED SERVICES

A number of volunteers contribute their services to the Association each year. Due to the difficulty of determining the fair value, these contributed services are not recognized or disclosed in the notes to the financial statements. Contributed materials are recorded, when received, at fair value.

11. ECONOMIC DEPENDENCE

The Association normally receives 40% (2019 - 45%) of its operating revenue from the municipality of Rockyview County. However, no operating revenue from Rockyview County is recognized in the current year due to delays in funding resulting from Covid-19. The Association continues to receive significant funds from Rockyview County.

12. COMPARATIVE FIGURES

Some of the comparative figures have been reclassified to conform to the current year's presentation.



Rocky View County
Family & Community Support Services (FCSS)

2022 FCSS GENERAL FUNDING APPLICATION


(FUNDING PERIOD: January 1 – December 31, 2022)

ALL INFORMATION PROVIDED IS PUBLIC

APPLICATION DEADLINE IS 4:00 P.M. AUGUST 30, 2021 NO EXCEPTIONS

1. ORGANIZATION INFORMATION	
Organization Name	Centre for Sexuality
Program Name	Girls Program
FCSS Funding Request (over \$7,500) (from Section 9.6 C Proposed Budget)	\$15,000.00
E-Mail Address and Website	generalmail@centreforsexuality.ca ; www.centreforsexuality.ca
Mailing Address (include postal code)	700-1509 Centre Street SW, Calgary Alberta T2G 2E6
Street Address (for courier purposes)	700-1509 Centre Street SW, Calgary Alberta T2G 2E6
Agency Telephone Number	403-283-5580
Agency Fax Number	403-270-3209
Executive Director Name	Pam Krause
Program Contact Name	Maria Saona
Phone Number (If different from above)	NA

<p>2. CERTIFICATION OF COMPLIANCE</p> <p>This is to certify that to the best of my knowledge and belief, the information included in this application 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)</p> <p>A program outcomes evaluation is required by February 28, 2023 if your application is successful</p>



Signature (Agency Signing Authority)

President and CEO
Title

Pam Krause
Print Name

8/20/2021
Date



Submit Completed Documents to, or for further assistance contact:

Dimitri Dimopoulos, FCSS Coordinator
Rocky View County
262075 Rocky View Point
Rocky View County, AB T4A 0X2

For further assistance, please call 403.520.1289 or email fcss@rockyview.ca

Please note that faxed or e-mailed copies of the application will not be accepted. It is strongly recommended that you courier or hand deliver your proposal (printed single sided pages only) and request confirmation of receipt.
APPLICATION DEADLINE IS 4:00 P.M. AUGUST 30, 2021 - APPLICATIONS NOT RECEIVED BY THIS DEADLINE WILL NOT BE ACCEPTED.

☒ Please email confirmation of receipt of this application to: rcarter@centreforsexuality.ca

Please indicate how you heard of the Rocky View County FCSS Program:

_____ newspaper ad _____ social media X website visit/search
_____ word of mouth _____ other (specify) _____

3. SOCIETY MEMBERSHIP (current)	
Number of Members	N/A
Membership Fee Per Member	N/A

4. TYPE OF ORGANIZATION		
Alberta Societies Act Registration Number:	500065750	
Charitable Number (if have one):	129209219 RR0001	<input type="checkbox"/> Government Agency

5. DAYS AND HOURS OF OPERATION OF THE PROGRAM							
OPERATING HOURS	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
	9-5	9-5	9-5	9-5	9-5		
Dates not Open:	Weekends;						
Statutory Holiday:	Closed on all statutory holidays			Other			

6. DOCUMENTATION REQUIREMENTS:	ATTACHED
<u>Do not provide other attachments unless requested to do so.</u>	
List of current agency Board of Directors by name and Board position (Board information is requested to ensure sufficient governance and make members accessible to administration, if required.) Do not include personal contact information (home addresses, emails, or phone numbers).	<input checked="" type="checkbox"/>
Fee Policy and Schedule (if applicable)	<input type="checkbox"/>
Organizational Chart of Agency	<input checked="" type="checkbox"/>
Certificate of Incorporation under the Societies Act if new applicant. (Not applicable to other municipal governments and associated departments)	<input type="checkbox"/> Included <input checked="" type="checkbox"/> Not Applicable
Constitution and Bylaws (first time applicants only unless changes were made by previously funded groups)	<input type="checkbox"/>
Job description(s) for County FCSS funded positions requested (first time applicants only unless changes were made by previously funded groups)	<input type="checkbox"/>
Most recent Audited Financial Statement	<input checked="" type="checkbox"/>

The personal information on this form is being collected for the purpose of determining eligibility of an applicant to receive FCSS funding; to assist in administering the FCSS funding; and to monitor, assess, and evaluate your program. This information is collected under the authority of Section 33 (c) of the Freedom of Information and Protection of Privacy Act and may become public information once it is submitted to the FCSS program. Questions regarding the collection of this information can be directed to the Manager, Recreation and Community Services at 403.520.6307.

7.1 PROGRAM DESCRIPTION

Provide a brief program description in a few sentences (to be used for publication by FCSS)

The Girls Program is a participatory, school and community-based program created by the Centre for Sexuality for pre-pubescent and early pubescent girls (ages 8-13 or grades 4, 5, and 6). The program is evidence-based and designed to build foundational knowledge, social-emotional skills, and capacities needed by girls to overcome girl-specific challenges related to achieving healthy bodies, healthy relationships, and healthy development. The program focuses on equipping girls with tools they can use now and as they progress through the developmental stages and ages of middle childhood and adolescence. It is delivered by health educators and comprises an integrated curriculum with sequential core modules, facilitated with fun and interactive activities over a minimum of 22 hours. The program has three years of curriculum, each with its own unique focus. The curriculum for each year is separated into three modules: Self, Relationship to Others, and Community. Each year of the program scaffolds participants' learning on the main core subjects including but not limited to identity, mental health, healthy friendships, body image, puberty, gender, and media literacy. Additionally, the program provides support to the girls' caregivers (i.e., parents, guardians) through a series of education workshops and support components meant to build their comfort and skills on the topics discussed with the girls during program.

7.2 PREVENTION

In what way(s) is your program preventive in nature? Check the appropriate items from the following list. You will be required to report on each of the Outcomes that you have selected.

Provincial Outcome	Rocky View County Outcomes	
Improved social well-being of individuals	Outcome 1: Individuals experience personal well-being. Indicators: Resilience; self-esteem; optimism; capacity to meet needs; autonomy; competence; personal engagement; meaning and purpose.	<input checked="" type="checkbox"/>
	Outcome 2: Individuals are connected with others. Indicators: Quality of social relationships; social supports available; trust and belonging.	<input checked="" type="checkbox"/>
	Outcome 3: Children and youth develop positively. Indicators: Developmental assets.	<input checked="" type="checkbox"/>

Provincial Outcome	Rocky View County Outcomes	
Improved social well-being of families	Outcome 4: Healthy functioning families. Indicators: Positive family relationships; positive parenting; positive family communications.	<input checked="" type="checkbox"/>
	Outcome 5: Families have social supports. Indicators: Extent and quality of social networks; family accesses resources as needed.	<input type="checkbox"/>

Provincial Outcome	Rocky View County Outcomes	
Improved social well-being of the community.	Outcome 6: The community is connected and engaged. Indicators: Social engagement; social support; awareness of the community; positive attitudes toward others and the community.	<input checked="" type="checkbox"/>
	Outcome 7: Community social issues are identified and addressed. Indicators: Awareness of community social issues; understanding of community social issues; agencies and/or community members work in partnership to address social issues in the community.	<input type="checkbox"/>

7.3 PRIMARY TARGET

Indicate the Primary target at whom the program is aimed by estimating the percentage of the program's FCSS allocation that is directed to services in the following categories.

Children	90	%
Youth		%
Families	5	%
Adults	5	%
Seniors		%
Volunteerism		%
Community Development		%
Total	100	%

7.4 SOCIAL SERVICE CONTINUUM

Please indicate the percentage of each section below that your program provides.

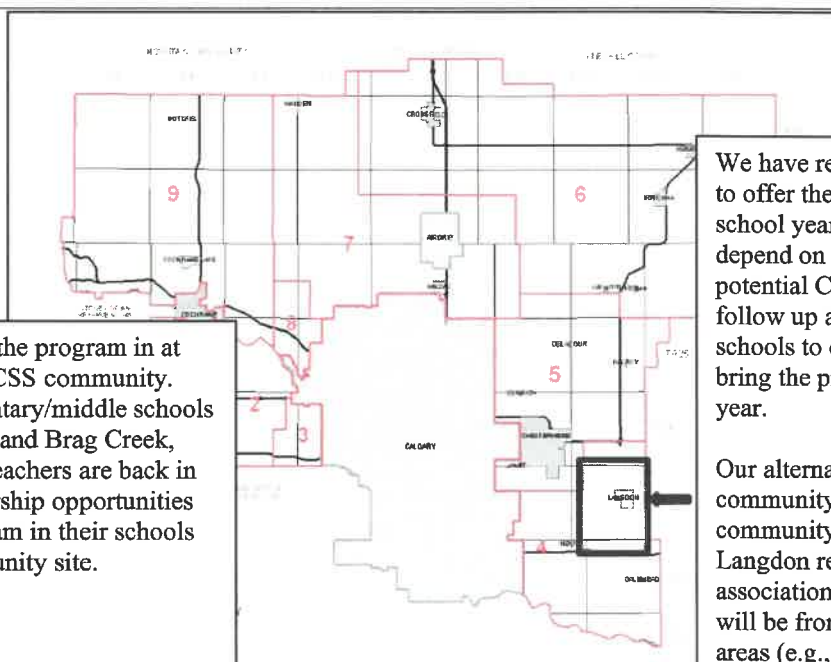
- **Promotion:** Programs and services that promote public education and awareness of social needs. _____ %
- **Prevention:** Programs and services focused at the earliest opportunity on individuals and families whose social well-being in community life is at risk. 100 %
- **Early Intervention:** Programs and services focused on individuals and families with identified early signs of unmet needs, who require support to enhance their social well-being. _____ %
- **Specialized Services:** Programs and services for individuals and families focused on emerging social needs not yet sufficiently addressed by community support. _____ %
- **Remediation Services:** Programs and services for individuals and families with clearly defined unmet needs, who require assessment, intervention, and treatment to enhance their social well-being. _____ %

Total 100 %

8. COORDINATION AND COMMUNICATION

A. Identify organizations within the program's catchment area (define your region of operation; include towns and border of service area and also clearly mark it on the map with thick black lines) that provide similar services.

To our knowledge, there are no other organizations or agencies providing a similar comprehensive prevention program for elementary girls in the area.



We would like to deliver the program in at least one additional RVFCSS community. We reached out to elementary/middle schools in Springbank, Bearspaw and Brag Creek, and will follow up once teachers are back in schools to explore partnership opportunities to deliver the Girls Program in their schools or at an accessible community site.

We have reached out to Langdon School to offer the program for the 2021-2022 school year but our ability to do so will depend on the school's interest and potential Covid-19 restrictions. We will follow up again once teachers are back in schools to confirm if they would like us to bring the program to their school this year.

Our alternative plan will be to offer community-based Girls Program out of a community setting in Langdon (e.g., Langdon recreation centre or community association). We anticipate participants will be from Langdon and surrounding areas (e.g., girls who attend Langdon school).

B. What cooperative and coordinative steps has the program taken with these agencies?
N/A

C. Describe the similarities and differences between the proposed program and those identified as being delivered by other organizations.
N/A

OUTCOMES MODEL

(For further information on the outcomes model contact the County FCSS program for a copy of a toolkit.)

9.1 AGENCY/PROGRAM VISION

Desired social condition. May be your agency's existing vision statement.

Girls Program Vision: Girls grow into safe, confident, healthy young women.

9.2 AGENCY/PROGRAM MISSION

Unique role in working towards the desired social condition. What are you currently doing to achieve your mission (e.g. other programs and services that are not a part of this application for funding)?

Girls Program Mission: pre-pubescent and early pubescent girls have the knowledge, social and emotional life skills, capacities, and the opportunity to overcome challenges to achieve current and future wellbeing (healthy bodies, healthy relationships, and healthy development).

The Centre for Sexuality (CFS) aims to normalize sexual health in Alberta by providing evidence-informed, non-judgmental sexual and reproductive health programs and services. Our vision is that all Albertans experience healthy sexuality across the lifespan. But because sexual health is only minimally about sex and sexual behaviour, and mostly about achieving healthy bodies, healthy relationships, and healthy communities, our work focuses on prevention and health promotion. This means organizationally we:

1. educate individuals, organizations, and communities.
 - a. We deliver school and community-based education for children, youth, and adult populations, as well as specially targeted populations such as immigrants and ethnocultural groups, people with developmental disabilities, and LGBTQ+ communities;
 - b. We emphasize the development of social emotional and other life skills; and
 - c. We help build the capacities of individuals to make healthy choices.
2. work to develop supportive environments within families, relationships, schools, organizations, and communities to build the opportunities for individuals to make healthy choices. To this end
 - a. we work with individuals to develop their skills and capacities for healthy relationships;
 - b. we deliver workforce and sector training; and
 - c. we lead community development and mobilization efforts to grow the capacity of communities to assume ownership over, and address, issues affecting them.

A few examples of other organizational programs that serve children and youth, and assist us in achieving both our Girls Program and organizational mission, include:

1. **WiseGuyz: Life Skills and Healthy Relationship Program.** WiseGuyz is a participatory school and community-based program created by the Centre for Sexuality in 2010 for boys ages 13-21, with a particular focus on grade 9 boys in school-based settings. The program addresses critical issues young men face by teaching them: tools to engage in healthy relationships; helping them understand the connection between masculinity and male norms, sexuality, and violence; providing targeted education, skills development, and support to help them achieve sexual well-being and healthy relationships. WiseGuyz impacts more than the boys themselves. It also influences peers and school culture. While short-term goals of encouraging healthy choices and better relationships are important, evidence suggests its long-term impact may decrease bullying, homophobia, and domestic violence.

2. **Relationships and Sexual Health Education Program.** This program works within the Alberta Learning curriculum, and follows the Canadian Guidelines for Sexual Health Education, to offer junior and senior high school students enrolled in Calgary, Rockyview, and Foothills School Divisions evidence-based education and resources for healthy bodies, healthy relationships, and healthy sexuality. Specifically, the program:
 - a. assists approximately 10,00 youth each year to build skills to make informed, healthy choices about their sexual and reproductive health. This includes diverse topics such as puberty, challenging stereotypes, being in positive and healthy relationships, understanding how media influences society, preventing sexually transmitted infections and unintended pregnancy, exploring gender identity and sexual orientation, and critically examining gender roles;
 - b. employs a social emotional learning approach to strengthen decision-making skills, relationship skills, critical thinking and so forth; and
 - c. is also offered in the community for vulnerable youth outside the traditional education system.
3. **The Training Centre Program.** The importance of training professionals to increase their skill, comfort, and communication efficacy in the areas of sexual health is well acknowledged in academic literature. Yet, professionals still receive little or no preparation. The Training Centre addresses this issue by delivering workshops designed to meet the learning needs of professionals, including extensive work with child and youth professionals (e.g., training teachers). Using the principles of adult education, our workshops increase professional skills, and challenge personal assumptions to build individual skills and community inclusion. Our skilled facilitators have created 14 distinct and interactive workshops and trained over 35,000 professionals employed by youth serving organizations, educational institutions, police services, medical professions, and other human and social service agencies locally, provincially, nationally, and internationally.

9.3 STATEMENT OF NEED

Problem statement; description of the situation you wish to change.

Pervasiveness of sexualized media, idealized girls and women's bodies, mental and emotional health challenges, bullying, cyber bullying, sexual harassment at school, dating violence, exposure to pornography, and issues of consent are but a few of the many issues affecting girls at increasingly younger ages, and all girls have been or will be exposed to one or more of these challenges before becoming an adult woman.

Evidence of Need

1. **The Need to Build a Strong Foundation Before Puberty:** Early maturing girls are especially vulnerable to greater risk for depression, eating disorders, psychosomatic symptoms, poor academic achievement and dropping out of school, substance use, and early sexual debut (Mendele et al., 2010)
2. **Transition from Girlhood to Adolescence Begins the Descent of Girls' Self-Esteem:** The detrimental impact of the transition from childhood to adolescence on self-esteem and self-confidence in girls is so considerable and universal. Low self-esteem and self-confidence are consistently identified as a risk factor for dropping out of school (Claussen, C. & Aboud, R., 2013), and influences risky sexual behaviours in adolescent girls (Bjornsdottir, 2015; Claussen & Aboud, 2013).
3. **The Prominence of Poor Body Image:** An astonishing 50% of girls between 8 and 11 years old want to be thinner, rate their weight as important, and support the idea of initiating weight loss activities (Ricciardelli, 2003). The thin ideal learned in elementary school intensifies as girls enter and continue through puberty. Research suggests girls with more positive body image are less likely to engage in risky sexual activity, more confident making sexually related decisions for themselves, more likely to delay first sexual intercourse, and more likely to use contraception (Satinsky, 2012; Wingood, 2002).

References

- Bjornsdottir, R. (2015). *Pathways to Risky Sexual Behavior: The Differential Effects of Body Image and Self-esteem on Risky Sexual Behavior across Gender Among Icelandic Adolescents*. Reykjavik: Reykjavik University.
- Claussen, C. & Aboud, R. (2013). *Success on the Horizon: Ways of supporting Calgary's girls to complete high school*. Calgary: Women's Leadership Council: United Way Calgary and Area.
- Mendle, J. T. (2007). Detrimental Psychological Outcomes Associated with Early Pubertal Timing in Adolescent Girls. *Development Review*, 27(2): 151-171.
- Ricciardelli, L. M. (2003). A biopsychosocial model for understanding body image and body change strategies in children. *Applied Developmental Psychology*, 24:475-495.

- Satinsky, S. R. (2012). An assessment of body appreciation and its relationship to sexual function in women. *Body Image*, 9(1):137-144.
- Wingood, G. D. (2002). Body image and African American females' sexual health. *Journal of Women's Health and Gender-Based Medicine*, 11(5):433-439.

9.4 STRATEGY/ACTIVITIES

How will the program address the specified need? What goal or long-term change or impact do you want to achieve? What are you going to do in the program to achieve your goal(s)?

The program focuses on equipping girls with tools they can use now and as they progress through the developmental stages and ages of middle childhood and adolescence. The foundation of the program is an integrated curriculum comprised of three core modules, which are sequenced so each build on the next: Self, Relationship to Others, and Community. The topics in the modules range from learning about identity, self-esteem and self-confidence promotion, mental health, healthy friendships, body image, puberty, gender, and media literacy. The program is delivered by trained health educators over 22 hours. The program's parent/caregiver capacity building component builds parents and caregivers knowledge about supporting their daughters' healthy development and reinforcing project learnings at home. It comprises three education workshops, as well as ongoing contact and resources through email and phone with the program educators.

Long-term Goal

Girls become resilient women. To achieve our goal, we ...

1. Build girls' knowledge about, and preparedness for, puberty and the mental, emotional, social, physical changes and challenges that will occur as girls age.
2. Promote and build self-confidence and healthy body image in girls.
3. Strengthen girls' skills for healthy relationships with peers, family, and others.
4. Promote and develop core skills to successfully navigate the growth and developmental challenges of puberty and adolescence.
5. Start building capacity of girls to examine and evaluate media, make healthy decisions, and grow into safe, confident, healthy young women.

Program Delivery Plans for the 2021-2022 School Year:

Plan A: Delivery of the Girls Program for the upcoming school year will depend on the schools' interest in the Girls Program being offered to their grade 4, 5, and 6 female identifying students; their ability to welcome external guests into their facilities; the potential Covid-19 restrictions and the impact of such restrictions on students' learning modality. We will be ready to deliver the program in partnership with schools in whichever modality is the safest for participants and staff and causes the least level of disruption to participant attendance and engagement: in person, online or in a hybrid model. We will work closely with school staff to decide what works best for their school and their students. We will be requesting meetings with school partners once they have returned from summer break to discuss which program delivery options are feasible.

Plan B: To deliver the program in community settings outside of regularly scheduled school hours and will be open to any girls residing in and around that community location and who are between 8 and 13 years of age. We will run two separate programming streams, one for girls 8-10 and another for girls 11-13. Each program will be a minimum of 22 hours. Depending on the needs and availability of a community, it will be implemented after school; on professional development days and school breaks; or over a series of weekends. In consultation with community members, we will identify appropriate community space to host program at. It should provide easy access for residents, be free or low cost, and be appropriate for girls between 8 and 13 years of age.

9.5 RATIONALE

An explanation of why you believe this strategy or approach will work; include research if possible.

From the literature, best and promising practice evidence, and our community engagement we determined that puberty, sexual and relationship programming is most effective when targets prepubescent or early pubescent girls; and focuses on social-emotional learning and self-esteem promotion. Also, a re-occurring theme throughout the literature was the importance of parents in relationship and sexual health development of children and youth. We used this research to inform and advise the development of the program, for example adding a parent/caregiver education and engagement arm to the program. Our program also has a strong theoretical basis. Therefore, we are confident that the strategies and program are grounded in the best available evidence to date.

Summary Promising Practices for Girls Programming Identified in Research

While a complete overview of the results of our evidence and literature review is beyond the scope of this application, we would like to share eleven promising practices which informed our program design and curriculum.

Programs for girls are most impactful when they are...

1. Specifically Developed for Girls

- Program promotes the development of a sense of self as a girl

2. Developmentally Appropriate

- Program is designed specifically for a precise age and maturity level

3. Safe and Positive

- Safe space where girls feel comfortable to share, builds trust in the group
- Happy and positive space
- Small group format is effective for building critical thinking skills
- Conscious use of language - language is accessible and easily understood
- Culturally relevant/inclusive

4. Strongly Focused on Relationships

- Girls are relational learners – they require establishing an affective relationship where program staff know them as individuals
- Enhancing social connections and relationships with other girls is critical - positive connections with peers strengthen girls' self-esteem and social connections, which are essential for positive identity and the health and wellbeing of girls

5. Strengths and Asset-Based (Educational and Skills-building)

- Builds life skills: healthy friendships and relationships, peer pressure management, coping skills, anti-bullying, communication
- Focuses on girls' strengths
- Incorporates critical thinking skill development
- Include skills building exercises and strategies in areas of social competence and emotional learning (conflict resolution, decision-making, analyzing issues, applying ideas, effective communication)

6. Healthy Body Image and Self-Esteem Promoting

- High self-esteem associated with better girls' outcomes
- Self-esteem in girls is closely connected with body image
- Addresses unrealistic standards of beauty and maladaptive behaviours girls and women engage in to meet standards

7. Inclusive of Characteristics of Effective Lessons

- Clear
- Relevant to girls' lives – relevance facilitates and deepens learning and holds interest (current events, social justice, school, personal life, issues involving girls/women). Interest is held when can apply to daily life and interactions.
 - o Curriculum tied to girls' interests and concerns

- Collaborative
- Uses combination of approaches (social skills, media literacy, mentoring approaches)
- Dosage important to building self-confidence and connectedness, more hours in girls programming the greater improvement in these areas
- Sufficiently resourced
- Variety of activities and approaches used (class discussions, hands-on, multimodal, creativity and the creative arts, out-of-class experiences)

8. Participatory, Involve Girls in Program

- Involves girls in program design and/or activity decisions (what to do or not do)
- Opportunities for girls to express themselves, participate in program delivery, engage in leadership roles
- Helps girls gather evidence to analyze their own environment and issues that affect them

9. Empowerment and “Voice-centred”

- Offer girls an opportunity to build leadership skills, be more assertive, and make a difference in their local environments (family, school, community)
- Social change opportunities empower girls to change inequalities they experience, and is critical to identity formation

10. Builds Supportive Environments Outside Program

- Parent engagement, support, connection, involvement built into program
- Fosters parent-child communication

Promising Practices Sources

- Canadian Active After School Partnership. (ND). *Girls and Young Women Mentorship Community: Boys and Girls Clubs of Hamilton*. Ottawa: Canadian Active After School Partnership.
- Claussen, C. & Aboud, R. (2013). *Success on the Horizon: Ways of supporting Calgary's girls to complete high school*. Calgary: Women's Leadership Council: United Way Calgary and Area.
- Crann, S. (2016). *G.I.R.L.S Power Camp Evaluation Research Report: The Experience, Value, and Impacts for Campers and Peer Facilitators*. Simcoe: Haldimand-Norfolk Women's Services.
- Crooks, C. &. (2010, January 10). After School Programs, Healthy Development and Resilience. Ottawa, Ontario.
- Girls Action Foundation. (2012). *Girls' Perspectives on Girls' Groups and Healthy Living: Research Summary*. Montreal: Girls Action Foundation.
- Girls Action Foundation. (2013). *Beyond Appearance: Brief on the Main Issues Facing Girls in Canada*. Montreal: Girls Action Foundation.
- Girls Action Foundation. (ND). *How Girls' Groups Can Promote Health: Promising Practices for Community Programs*. Montreal: Girls Action Foundation.
- Jacobs, C. K. (2014). Reaching Girls. *Phi Delta Kappan*, September:68-73.
- Muno, A. (2014). *And Girl Justice for All: Blending Girl-Specific & Youth Development Practices*. Seattle: Powerful Voices.
- Power Camp National/Filles D'Action. (2006). *Girl-Specific Programs: Sharing Practices and Strategies Toward Violence Prevention and Social Justice for Girls*. Montreal: Power Camp National.

Umme-Jihad, A. (2015). *Enhancing Canadian Girls' Resilience Through Girls-Only Programming*. Wilfred Laurier University: Theses and Dissertations (Comprehensive). 1786.

USAID. (2013). *Girl-Centered Programming: What are We Really Doing? Summary of Recommendations, Promising Programs, Resources and Tools Shared*. Washington: USAID.

9.6 INPUTS

***Please see end of application for budget shell. Budget sheet(s) MUST follow the template as provided.**

A. Have you researched or sourced other methods of funding? How do you propose to sustain this program?

Yes, we currently have other sources of funding to support the continued operation of the Girls Program and we continuously seek new and additional funding opportunities for the program. The program is sustained through these sources of support and through agency fundraising/donations.

B. Has this budget been authorized by your Board of Directors? Yes ☒ No ☐ If no, please explain:

9.7 PROJECTED OUTPUTS (Count of products and services delivered to the target group. For definitions, see the end of the report)

Please report the projected direct product of your activities, usually measured by volume of work accomplished. Must include projected number of individual participants, volunteers and volunteer hours. Other outputs may include projected number of training sessions, workshops, and community development programs. Include projected number of County residents utilizing services. Rocky View County residents do not include people who reside in Airdrie, Beiseker, Chestermere, Cochrane, Crossfield, Irricana or Redwood Meadows. It does include those who live outside of these municipalities and within the hamlets located within the County's borders.

A. PROJECTED NUMBER OF INDIVIDUAL PARTICIPANTS SERVED:

People served should only be counted once unless they are part of a family being served (see definitions). DO NOT include group participants, contacts, or community development initiatives if counted below.

Provide general summary of outputs here:

Number of girls in each group = 7 (maximum 10)

Total number of girls (4 groups x 7 girls) = 28

Total number of parents/caregivers of girls (minimum of 1 parent/caregiver per girl) = 28

Total number of families = 28

These numbers are conservative and are based on average group sizes we had this past school year due to COVID-19. We could potentially reach out to more individuals if there is uptake for online girl-parent sessions in the RVCFCSS funded communities. We welcome your input and advice on how to effectively reach girls and families in your communities.

Number of Children/Youth (0 to 18 years) 28 Number of County Residents: 28

Number of Adults (19 to 64 years) 28 Number of County Residents: 28

Number of Seniors (65+ years) Number of County Residents:

Number of Families 28 Number of County Families: 28

B. PROJECTED NUMBER OF GROUPS SERVED:

(e.g. workshops, training and/or education groups)

Provide general summary of outputs here:

Number of girls education groups = 4

Number of girls education hours per group = 22

Number of total girls education hours (4 groups x 22 hours) = minimum 88 hours

Number of parent groups = 4

Number of parent workshop hours = 8 hours (4 groups x 1 hours x 2 times)

Total number of hours = 96 hours

Number of Groups: 7 Total Number of Participants: 56 Number of County Residents: 56

C. PROJECTED NUMBER OF CONTACTS PROVIDED:

(e.g. providing assistance with forms/referral; telephone, mail outs, email, and social media)

Provide general summary of outputs here:

Given the age of the girls and nature of our program, it is designed so that program educators provide weekly opportunities for the girls to book 1:1 time where they can ask questions and have further discussion about the topics that they are learning in program. Based on our experience this past year, we estimate that the girls would ask educators to meet 1:1 with them on average 10 times throughout the duration of the program for an estimated total of 280 contacts. In addition, the program makes regular contact with parent and caregivers via general email updates as well as responding to emails and phone calls. At a minimum, parents/caregivers will be contacted 10 times resulting 280 contacts. Furthermore, if we assume 50% attendance at parent/caregiver workshops we would estimate another 28 contacts.

28 girls x 10 1:1 assistance by educator = ~ 280 contacts

28 parents x 4 newsletters = ~112 contacts

28 parents x 6 email/telephone inquiries = ~168 contacts

14 parents x 2 workshops = ~28 contacts.

Number of Clients: ~56 Number of County Residents: ~56

D. PROJECTED NUMBER OF COMMUNITY DEVELOPMENT INITIATIVES:

(E.g. community assessment, mobilization, and/or advocacy committees. Do not include service to individuals)

Provide general summary of outputs here:

N/A

Number of Initiatives: Number of Clients: Number of County Residents:

E. VOLUNTEERISM

a) What are the roles of volunteers in the program?

Volunteers are an integral component of our agency. They help us effectively and efficiently engage our communities and help us create impact. For the Girls Program, volunteers help with data entry, program preparation, office administration and beginning in the fall of 2021, program delivery support (assisting educators in their delivery).

b) How does the program promote, encourage, and facilitate the use of volunteers?

As an agency, we encourage volunteers by tailoring the volunteer experience and duties to the needs of our volunteers. We also run frequent volunteer training sessions and have volunteer recognition events.

c) Total number of volunteers in agency/program:

34 (This does not include board members)

d) Total number of volunteer hours in 2020:

485

e) Estimated number of volunteer hours until the end of 2021:

100 (lower because of COVID)

9.8 EXPECTED OUTCOMES

Statements, which describe the difference the agency/program intervention will make with clients in the short term, mid-term, and long term. These must logically connect to the Provincial and Rocky View County Outcomes in Section 7.2.

Short-term Outcomes

1. Girls increase their knowledge about bodies, puberty, gender, and healthy relationships
2. Girls enhance their social-emotional learning competencies
3. Girls increase their media literacy skills
4. Parents/caregivers are more knowledgeable and feel more confident in ability to support girls on topics related to healthy bodies, healthy relationships, and sexual health
5. Parents/caregivers encourage open communication with girls
6. Girls are catalysts and champions for school, family, or community change

Mid-Term Outcomes

1. Girls' increased knowledge and skills leads to increases in their resiliency and ability to meet demands of life (capacity)
2. Girls' attitudes are positive and support building resiliency and abilities to meet demands of life (motivation)
3. Girls behave in ways that support health and wellbeing – at present (behaviour)
4. Girls have the opportunity to build resiliency and abilities, and behave in ways that support health and wellbeing (opportunity)

Long-Term Outcomes

1. Girls grow up to become resilient women.

Impact

1. Girls grow up to be safe, confident, healthy women

Connects Directly with Provincial and Rocky View County Outcomes

Provincial Outcomes

- Improved social well-being of individuals
- Improved social well-being of families
- Improved social well-being of the community

Rocky View County Outcomes

- Outcome 1 – Individuals experience personal well-being
- Outcome 2 – Individuals are connected with others
- Outcome 3 – Children and youth develop positively
- Outcome 4 – Healthy functioning families
- Outcome 6 – The community is connected and engaged

9.9 OUTCOME INDICATORS

List the specific items of information that you will track to measure your program's success on outcomes. These are generally in the form of a cluster of questions or surveys and relate directly to the Rocky View County Outcome Indicators listed in Section 7.2. Copies of the Provincial FCSS Measures Bank are available upon request.

Outcome Indicators

- Puberty knowledge
- Healthy relationships knowledge
- Media literacy knowledge
- Self-esteem/self-worth
- Engagement
- Body-image
- Social-emotional skills
- Parent-child support
- Parent-child communication

Outcome Measurement Tools

- Culture-Free Self-Esteem Inventories, Third Edition (Battle, 2002)
- Children's Body Image Scale - CBIS (Truby & Paxton, 2002)
- Puberty, Relationships, and Media Literacy Knowledge Surveys
- Parent/Caregiver and Teachers/Administration Surveys
- Facilitator Curriculum Activity Notes and Reflections

Copies of the above-mentioned tools can be provided upon request.

10. ADDITIONAL INFORMATION

Please provide a brief agency/program history.

Since 2010 when we began delivering WiseGuyz to junior high boys, we have heard repeatedly from schools, parents, other organizations, and girls themselves "What about a program just for girls?" We decided in 2016 that it was the right time organizationally and social-politically to fill this unmet gap and create a comprehensive, girls-only sexual health promotion program for girls in Calgary and surrounding areas. We took the next year to complete our due diligence and ensure the program was informed by the best available evidence, that we consulted girls and parents, as well as other stakeholders in its creation, and that it was acceptable and appropriate to our community. As a result, what started as a program for junior high school girls became a program for elementary school girls. We completed our full 3-year pilot in June 2020 and are excited to continue to offer quality programming for girls in the community.

11. STORIES

Please provide 1 or 2 short anecdotal stories about some of your County rural clients who have received services from your organization, and how their situation has improved as a result of their involvement in this program. This story may be used for publication by FCSS. Please do not include any client identifying information.

Raising Girls Workshop Series Impact

The COVID-19 pandemic created many challenges for the Girls Program to be delivered safely to the Rocky View area. In response, we created the Raising Girls Workshop Series. This series was designed for parents/caregivers and their daughters, with the goal of fostering communication and understanding around important topics that affect children during the period of 'girlhood'. The topics included Puberty, Healthy Friendships, and Body Image & Media Literacy.

This workshop series has been beneficial to increase program participant numbers, since many of our school partnerships were put on hold during the COVID-19 pandemic. It also met community need, as we had been receiving community suggestions of programming for those whose schools cannot accommodate the year-long, school-based Girls Program.

It was extremely successful, with the original 3-part series being repeated multiple times due to community demand. In the Rocky View Area, 3 families attended from communities in the Rocky View area, for a total of 7 participants.

We received numerous emails from parents in support of the Raising Girls Workshop Series. Two are included below.

"Thanks so much, {facilitator name}. I completed the evaluation and will share it with [our daughter] too. Just wanted to pass along our thanks, though. The workshop was excellent. [Our daughter] is adopted, and we are a same sex family...so the workshop was helpful for her to hear from other women / girls. Even though she is comfortable talking to her dads, and we have been fostering good dialogue, she appreciated hearing from both presenters and other attendees."

"Hi {facilitator name}, Thanks for all of this, and for the fantastic workshop. (I was the mom with the three daughters - [REDACTED] I think our girls were apprehensive and said "Mom, why did you sign us up for this? Weird!" But, after the workshop, they asked me to sign up for Part 2. They asked if we would be learning about boys and puberty. That would be a good topic, too. They missed a lot of the in-school learning last year when things shut down. As a parent, it's tricky to find good and age-appropriate resources, so this was so timely. {Facilitators' names} were absolutely perfect facilitators and delivered the material in a fun, interactive and informative way. Thank you! "

After a careful review of our evaluations, parents and girls gave an overwhelming positive response to the workshop content and delivery. This feedback is encouraging for the continuation of the Raising Girls Workshop Series to be delivered to the Rocky View area.

INSERT BUDGET DETAILS ON THE FOLLOWING PAGE
DO NOT INCLUDE IN-KIND SUPPORTS, ONLY ACTUAL DOLLARS
AN EXCEL SPREADSHEET IS AVAILABLE FOR INSERTION

Please ensure that section 9.6 C starts on a page(s) with no other sections on the page(s). For consistency purposes, it is **IMPERATIVE** that you use the following template as provided and **NOT** modify it, other than adding additional lines.

9.6 C. INPUTS (Resources dedicated to the program. Include staff and budget for one year.)			
2022 PROPOSED 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 2022 Costs to be paid or contributed by the Applicant and other funding partners (Agency Contribution)	Column 2 2022 Costs to be funded by County FCSS (Program Request)	Column 3 2022 Projected Year End Total Program Budget (Total Cost)
EXPENSES			
PERSONNEL (specify positions and hours per week)			
1 FTE including benefits – 35 hours/week	60000	12000	72000
a. SUBTOTAL PERSONNEL	60000		72000
TRAVEL & TRAINING (specify)			
Travel Expenses	4000	2000	6000
Professional Development	1000		1000
b. SUBTOTAL TRAVEL & TRAINING	5000	2000	7000
MATERIALS AND SUPPLIES (specify)			
Program Expenses	5000	1000	6000
c. SUBTOTAL MATERIALS AND SUPPLIES	5000	1000	6000
OTHER (specify)			
Evaluation	5000		5000
d. SUBTOTAL OTHER	5000		5000
e. TOTAL EXPENDITURES (e=a+b+c+d)	75000	15000	90000
REVENUE (specify other sources of funding including fundraising, fees for service, other grants, etc.)			
United Way of Calgary and Area	\$75,000		
f. TOTAL REVENUE	\$75,000		
g. FCSS REQUEST (DEFICIT = Total of Column 3 Expenditures – Total Revenue)			



Microsoft Excel
Worksheet

2021 Rocky View County FCSS Budget Page

Please ensure that section 9.6 C. starts on a page(s) with no other sections on the page(s). For consistency purposes, it is IMPERATIVE that you use the following template as provided and NOT modify it, other than adding additional lines.

9.6 C. INPUTS (Resources dedicated to the project. Include staff and budget for one year.)			
2021 PROPOSED BUDGET (Ensure all calculations are correct. Use the second column to itemize the program expenses to which you plan to direct County FCSS funds. Column 1 + Column 2 = Column 3)			
ITEM	Column 1 2021 Costs to be paid or contributed by the Applicant and other funding partners (Agency Contribution)	Column 2 2021 Costs to be funded by County FCSS (Program Request)	Column 3 2021 Projected Year End Total Project Budget (Total Cost)
EXPENSES			
PERSONNEL (specify positions and hours per week)			
1 FTE including benefits- 35 hours/week	60,000.00	12,000.00	72,000.00
			0.00
			0.00
			0.00
a. SUBTOTAL PERSONNEL	60,000.00	12,000.00	72,000.00
TRAVEL & TRAINING (specify)			
Travel Expenses	4,000.00	2,000.00	6,000.00
Professional development	1,000.00		1,000.00
			0.00
			0.00
b. SUBTOTAL TRAVEL & TRAINING	5,000.00	2,000.00	7,000.00
MATERIALS AND SUPPLIES (specify)			
Program Expenses	5,000.00	1,000.00	6,000.00
			0.00
			0.00
			0.00
c. SUBTOTAL MATERIALS AND SUPPLIES	5,000.00	1,000.00	6,000.00
OTHER (specify)			
Evaluation	5,000.00		5,000.00
			0.00
			0.00
			0.00
d. SUBTOTAL OTHER	5,000.00	0.00	5,000.00
e. TOTAL EXPENDITURES (e=a+b+c+d)	75,000.00	15,000.00	90,000.00
REVENUE (specify other sources of funding including fundraising, fees for service, other grants, etc.)			
United Way of Calgary and Area	75,000.00		
f. TOTAL REVENUE	75,000.00		
g. FCSS REQUEST (DEFICIT = Total of Column 3 Expenditures – Total Revenue)		15,000.00	

COMPLETE THIS SECTION ONLY IF YOU RECEIVED 2021 COUNTY FCSS FUNDING AND ARE APPLYING FOR AN INCREASE.

12. 2022 FUNDING INCREASE REQUEST EXPLANATION	
A. 2021 County FCSS Grant	
B. 2022 County FCSS Request	
C. Does this request result from a decrease in other funding support? Specify.	
D. Identify requested funding increase. List each category and the amount of increase (e.g. Personnel, Materials and Supplies).	
E. Provide a rationale together with supporting data, using demographics as necessary.	
F. How will this increase impact clients and services? How will the change be measured? If the increase is not granted, what effect will it have?	
G. Outline the efforts already taken to accommodate the proposed program adjustment.	
H. How many years have you received County FCSS funding?	



Board of Directors 2021

Michel Bourque, Chair

Laurie VandeSchoot, Vice-Chair

Zach Little, Treasurer

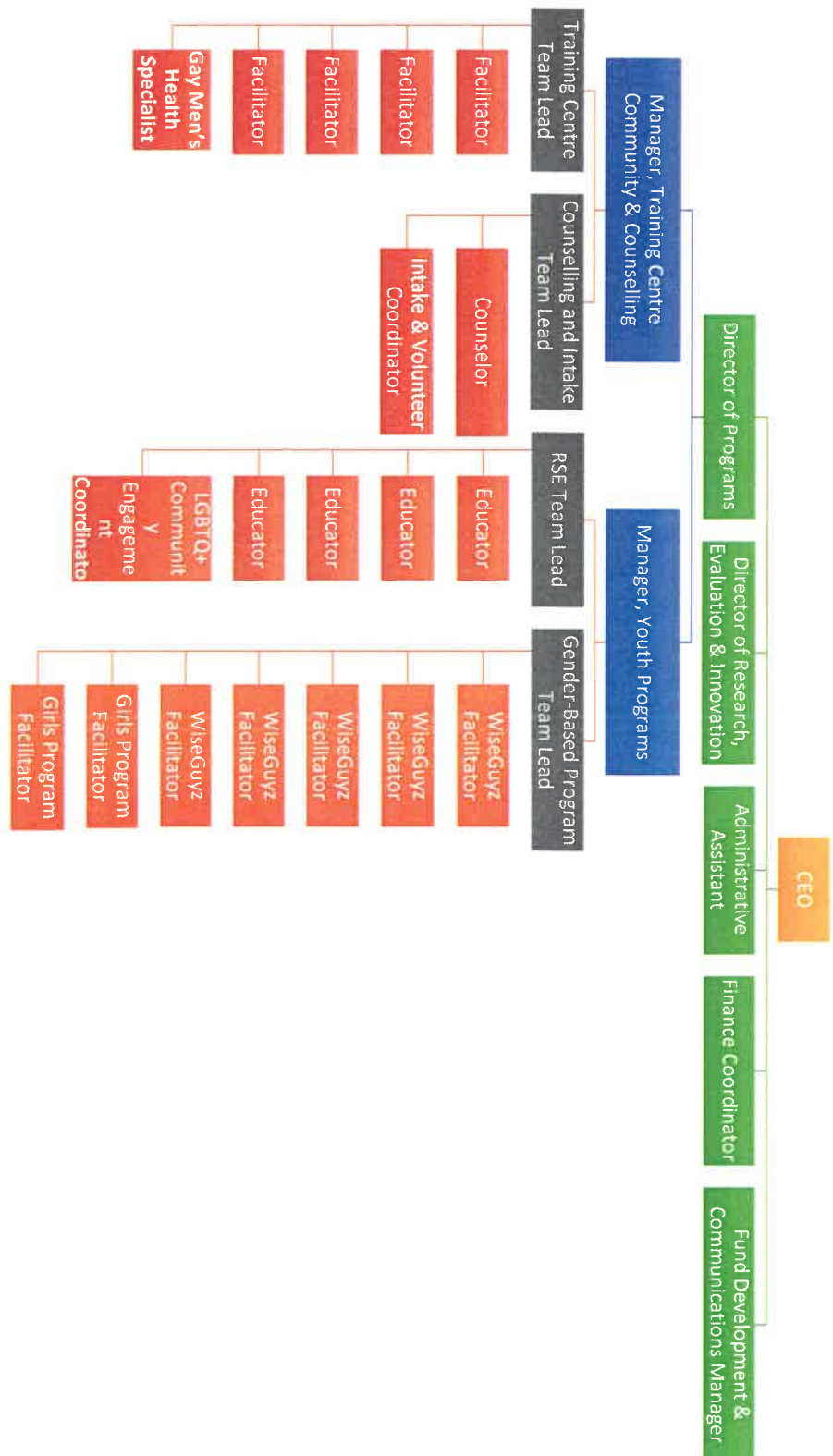
Lawna Hurl, Secretary

Gail Urquhart, Director

Jeni Piepgrass, Director

Dan Johnson, Director

Athyna Wolf, Director



CENTRE FOR SEXUALITY
(formerly Calgary Sexual Health Centre Society)

FINANCIAL STATEMENTS

DECEMBER 31, 2020

CENTRE FOR SEXUALITY
TABLE OF CONTENTS
DECEMBER 31, 2020
WITH COMPARATIVE INFORMATION FOR 2019

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INDEPENDENT AUDITOR'S REPORT

To the Directors of Centre for Sexuality

Opinion

We have audited the financial statements of Centre for Sexuality (the "Society") , which comprise the statement of financial position as at December 31, 2020, and the statements of operations, changes in fund balances and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Society as at December 31, 2020, and the results of its operations, changes in fund balances, and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO).

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Society in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with ASNPO, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Society's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Society or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Society's financial reporting process.

INDEPENDENT AUDITOR'S REPORT, continued

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- ♦ Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- ♦ Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Society's internal control.
- ♦ Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- ♦ Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Society's ability to continue as a going concern. If we conclude that a material uncertainty exists, required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify opinion. Our conclusions are based on the audit evidence obtained up to the date of auditor's report. However, future events or conditions may cause the Society to cease to continue as a going concern.
- ♦ Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

INDEPENDENT AUDITOR'S REPORT, continued

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

CALGARY, ALBERTA
MARCH 17, 2021

Catalyst LLP
**CHARTERED PROFESSIONAL
ACCOUNTANTS**

CENTRE FOR SEXUALITY
STATEMENT OF FINANCIAL POSITION
DECEMBER 31, 2020
WITH COMPARATIVE INFORMATION FOR 2019

	2020	2019
Assets		
Current		
Cash (Note 3)	\$ 367,455	\$ 449,075
Short-term investments (Note 4)	205,718	203,394
Accounts receivable	131,001	62,825
Prepaid expenses	15,754	5,903
Goods and services tax receivable	7,738	8,634
	<u>727,666</u>	<u>729,831</u>
Capital assets (Note 5)	232,833	265,048
Security deposit	<u>11,624</u>	<u>11,624</u>
	<u>\$ 972,123</u>	<u>\$ 1,006,503</u>
Liabilities and fund balances		
Current		
Accounts payable and accrued liabilities	\$ 79,380	\$ 45,517
Salaries payable	7,849	24,407
Deferred contributions (Note 6)	584,680	699,259
Current portion of deferred lease inducement (Note 7)	21,193	21,193
	<u>693,102</u>	<u>790,376</u>
Deferred lease inducement (Note 7)	<u>148,346</u>	<u>169,540</u>
	<u>841,448</u>	<u>959,916</u>
Internally restricted reserve (Note 4)	205,718	203,394
Net equity invested in capital assets	232,833	265,048
Unrestricted net deficit	<u>(307,876)</u>	<u>(421,855)</u>
	<u>130,675</u>	<u>46,587</u>
	<u>\$ 972,123</u>	<u>\$ 1,006,503</u>

Commitments (Note 8)**COVID-19 impact (Note 12)**

Approved on behalf of the Board

Evelyn Little

Director

Michael Bourque

Director

The accompanying notes are an integral part of the financial statements

CENTRE FOR SEXUALITY
STATEMENT OF OPERATIONS
FOR THE YEAR ENDED DECEMBER 31, 2020
WITH COMPARATIVE INFORMATION FOR 2019

	Community Outreach	Education	WiseGuyz	Training Centre	2020 Total	2019 Total
Revenue						
Contract funding						
Family and Community Support Services (Note 9)	\$ 387,986	\$ 42,740	\$ 239,394	\$ -	\$ 670,120	\$ 672,380
United Way	-	348,101	198,000	-	546,101	583,335
Government of Alberta	65,723	-	143,456	62,210	271,389	372,200
Other Grants	-	134,602	-	133,803	268,405	560,500
City of Calgary	85,000	-	75,000	-	160,000	160,000
ACHF	92,290	-	-	-	92,290	120,000
Anonymous donor	-	-	-	66,667	66,667	133,333
Calgary foundation	-	-	-	-	-	40,218
	630,999	525,443	655,850	262,680	2,074,972	2,641,966
Other revenue						
Fundraising and donations	124,010	60,165	44,214	45,019	273,408	190,335
Training and resource centre	-	-	-	62,774	62,774	54,202
Casino revenue	-	36,199	-	-	36,199	24,722
	755,009	621,807	700,064	370,473	2,447,353	2,911,225
Expenditures						
Salaries and benefits - Programs	436,379	415,979	564,074	229,859	1,646,291	1,808,568
Salaries and benefits - Administration	118,000	90,000	49,371	34,955	292,326	370,496
Occupancy (Note 7)	59,783	64,014	10,450	13,982	148,229	147,378
Program specific	28,167	27,858	48,653	46,402	151,080	259,322
General and administrative	24,240	20,954	14,001	30,698	89,893	85,262
Fundraising	80,080	-	-	-	80,080	12,835
Project development	23,713	15,686	30,189	3,500	73,088	128,737
Amortization	16,600	6,600	800	14,153	38,153	38,998
Professional fees	2,000	4,000	5,000	2,000	13,000	12,300
Professional development	4,500	-	3,000	2,983	10,483	24,597
Loss on disposal of capital assets	-	-	-	-	-	2,590
	793,462	645,091	725,538	378,532	2,542,623	2,891,083
Other income						
Government assistance (Note 10)	59,548	44,330	46,495	28,985	179,358	-
Excess of revenue over expenditures	\$ 21,095	\$ 21,046	\$ 21,021	\$ 20,926	\$ 84,088	\$ 20,142

The accompanying notes are an integral part of the financial statements

CENTRE FOR SEXUALITY
STATEMENT OF CHANGES IN FUND BALANCES
FOR THE YEAR ENDED DECEMBER 31, 2020
WITH COMPARATIVE INFORMATION FOR 2019

	Invested in capital assets	Internally restricted reserve	Unrestricted	2020	2019
Fund balances (deficiency), beginning of year	\$ 265,048	\$ 203,394	\$ (421,855)	\$ 46,587	\$ 26,445
Excess (deficiency) of revenue over expenditures	(38,153)	-	122,241	84,088	20,142
Transfers between funds during the year (Note 11)	5,938	2,324	(8,262)	-	-
Fund balances (deficiency), end of year	<u>\$ 232,833</u>	<u>\$ 205,718</u>	<u>\$ (307,876)</u>	<u>\$ 130,675</u>	<u>\$ 46,587</u>

The accompanying notes are an integral part of the financial statements

CENTRE FOR SEXUALITY
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2020
WITH COMPARATIVE INFORMATION FOR 2019

	2020	2019
Cash flows from operating activities		
Excess of revenues over expenditures for the year	\$ 84,088	\$ 20,142
Adjustments for		
Amortization of capital assets	38,153	38,998
Amortization of deferred lease inducement	(21,193)	(21,193)
Loss on disposal of capital assets	-	4,261
	<u>101,048</u>	<u>42,208</u>
 Change in non-cash working capital items		
Accounts receivable	(68,176)	(8,246)
Prepaid expenses	(9,851)	(1,600)
Accounts payable and accrued liabilities	33,863	261
Goods and services tax receivable	896	10,125
Salaries payable	(16,559)	3,008
Deferred contributions	(114,579)	156,471
	<u>(73,358)</u>	<u>202,227</u>
 Cash flows from investing activities		
Purchase of capital assets	(5,938)	(19,325)
Purchase of short-term investments	(205,718)	(2,094)
Proceeds on sale of short-term investments	203,394	-
	<u>(8,262)</u>	<u>(21,419)</u>
 Increase (decrease) in cash	<u>(81,620)</u>	<u>180,808</u>
Cash, beginning of year	<u>449,075</u>	<u>268,267</u>
 Cash, end of year	<u>\$ 367,455</u>	<u>\$ 449,075</u>

The accompanying notes are an integral part of the financial statements

CENTRE FOR SEXUALITY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2020
WITH COMPARATIVE INFORMATION FOR 2019

1. Nature of operations

Centre for Sexuality (the "Society") , formerly Calgary Sexual Health Centre Society, is a non-profit organization incorporated under the Societies Act of Alberta that provides programs and services that address sexual health issues in a comprehensive way, including sexual health education in schools, individual counselling, and specialized programming for specific populations. The Training Centre provides educational workshops to professionals to better equip them to integrate healthy sexuality policy and practice into their work.

2. Significant accounting policies

These financial statements are prepared in accordance with Canadian accounting standards for not-for-profit organizations. The significant policies are detailed as follows:

(a) Cash

Cash is defined as cash on hand and cash on deposit, net of cheques issued and outstanding at year-end.

(b) Deferred contributions

Deferred contributions represent donations and grants received in advance, intended for use with specific programs in the subsequent fiscal year.

(c) Financial instruments

(i) Measurement of financial instruments

The Society initially measures its financial assets and liabilities at fair value.

The Society subsequently measures all its financial assets and financial liabilities at amortized cost.

Financial assets measured at amortized cost include cash, short-term investments and accounts receivable.

Financial liabilities measured at amortized cost include accounts payable and accrued liabilities, and salaries payable.

The Society has not designated any financial asset or financial liability to be measured at fair value.

CENTRE FOR SEXUALITY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2020
WITH COMPARATIVE INFORMATION FOR 2019

2. Significant accounting policies, continued

(c) Financial instruments, continued

(ii) Impairment

Financial assets measured at amortized cost are tested for impairment when there are indicators of impairment. The amount of the write-down is recognized in the statement of operations. The previously recognized impairment loss may be reversed to the extent of the improvement, directly or by adjusting the allowance account, provided it is no greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously. The amount of the reversal is recognized in the statement of operations.

(d) Fund accounting

The Society uses fund accounting to represent the core programs that the Society operates and includes: Community Outreach, Education, WiseGuyz, and Training Centre.

(e) Revenue recognition

The Society follows the deferral method of accounting for contributions. Externally restricted contributions are recognized as revenue in the year in which the related expenditures are incurred. Unrestricted contributions are recognized as revenue when received or receivable when the amount to be received can be reasonably estimated and collection is reasonably assured.

(f) Government assistance

Government assistance includes subsidies associated with the COVID-19 pandemic support initiatives, and is recognized when there is reasonable assurance that the assistance will be received.

Government assistance related to an expenditure item is recognized as other income in the period in which the subsidy is approved.

Government assistance recorded in current and prior periods is subject to government review, which could result in future adjustments to income.

CENTRE FOR SEXUALITY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2020
WITH COMPARATIVE INFORMATION FOR 2019

2. Significant accounting policies, continued

(g) Allocated expenditures

The Society engages in education and fundraising activities. The costs of each activity consist of salaries and consulting expenditures directly related to the activity.

The Society allocates certain of its salary and consulting expenditures by identifying the appropriate basis of allocating each component expenditure, and applies that basis consistently each year.

Management and administration salaries, and consulting expenditures are allocated proportionately, based on an estimate of time spent on the activity.

(h) Capital assets

Capital assets are recorded at cost. The Society provides for amortization using the following methods at rates designed to amortize the cost of the capital assets over their estimated useful lives. One half of the year's amortization is recorded in the year of acquisition. No amortization is recorded in the year of disposal. The annual amortization rates and methods are as follows:

Leasehold improvements	Straight-line	12 years
Computer equipment	Declining balance	30%
Office equipment	Declining balance	8%
Furniture and fixtures	Declining balance	20%

(i) Impairment of long-lived assets

The Society tests for impairment whenever events or changes in circumstances indicate that the carrying amount of the assets may not be recoverable. Recoverability is assessed by comparing the carrying amount to the projected undiscounted future net cash flows the long-lived assets are expected to generate through their direct use and eventual disposition. When a test for impairment indicates that the carrying amount of an asset is not recoverable, an impairment loss is recognized to the extent carrying value exceeds its fair value.

(j) Deferred lease inducements

Lease incentives received, including rent-free periods and tenant inducements for leasehold improvements, are recognized on a straight-line basis over the term of the lease as a reduction in occupancy expenditures.

CENTRE FOR SEXUALITY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2020
WITH COMPARATIVE INFORMATION FOR 2019

2. Significant accounting policies, continued

(k) Internally restricted reserve

The internally restricted reserve has been put in place by the Board of Directors of the Society to cover any unexpected costs to the Society in order to ensure its continued operations. The funds are internally restricted by means of deposit into Guaranteed Investment Certificates as described in Note 4 to these financial statements.

(l) Measurement uncertainty

The preparation of financial statements in accordance with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenditures during the period. Significant areas requiring the use of estimates include: useful lives of capital assets. Actual results may differ from management's best estimates as additional information becomes available in the future.

(m) Contributed services

A substantial number of volunteers contribute a significant amount of time each year. Due to the difficulty of determining the fair value, contributed services are not recognized in the financial statements.

3. Line of credit

An operating line of credit has been authorized by the bank to a maximum of \$50,000 and bears interest at the bank's prime lending rate plus 2.5% per annum. A general security agreement covering all assets of the Society has been pledged as security. No amount is outstanding on the line of credit as at the year end (2019 - \$nil).

4. Short-term investments

Short-term investments include 90 days - 12 months Guaranteed Investment Certificate ("GIC") agreements and a low-interest savings account with RBC for the amount of \$205,718 (2019 - \$203,394). The GICs and savings account bear interest at the rate of 0.45% per annum. The GICs mature between March 30, 2021 and November 5, 2021.

These investments were put in place as an internally restricted reserve by the Society to fund any unexpected costs that may arise in the future.

CENTRE FOR SEXUALITY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2020
WITH COMPARATIVE INFORMATION FOR 2019

5. Capital assets

	Cost	Accumulated Amortization	2020 Net Book Value	2019 Net Book Value
Leasehold improvements	\$ 280,270	\$ 93,077	\$ 187,193	\$ 210,456
Computer equipment	88,764	53,272	35,492	43,494
Office equipment	40,416	30,682	9,734	10,580
Furniture and fixtures	3,092	2,678	414	518
	<u>\$ 412,542</u>	<u>\$ 179,709</u>	<u>\$ 232,833</u>	<u>\$ 265,048</u>

6. Deferred contributions

	Balance, Beginning	Contributions	Contributions Utilized	Balance, Ending
CPHA	\$ 70,448	\$ 95,000	\$ (40,014)	\$ 125,434
Calgary Foundation	2,500	100,000	(13,900)	88,600
RBC Silver Gummy	63,479	62,500	(61,212)	64,767
Trico Foundation	50,000	-	-	50,000
U of C Wiseguyz	36,150	12,774	-	48,924
University of Western Ontario	7,930	32,271	-	40,201
United Way	-	40,000	-	40,000
Canadian Women's Foundation	-	33,407	-	33,407
Casino	68,299	-	(36,199)	32,100
FYrefly	20,600	24,407	(13,219)	31,788
Global Giving	38,748	-	(20,500)	18,248
Investment Readiness Pro	-	45,000	(33,789)	11,211
GSA/FYrefly	3,069	-	(3,069)	-
Government of Alberta - WG FCSP	143,456	-	(143,456)	-
Calgary Immigrant Women's Association - FSCP	65,720	-	(65,720)	-
Government of Alberta - Calgary Gets Consent	62,210	-	(62,210)	-
Anon - Training centre	66,650	-	(66,650)	-
	<u>\$ 699,259</u>	<u>\$ 445,359</u>	<u>\$ (559,938)</u>	<u>\$ 584,680</u>

CENTRE FOR SEXUALITY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2020
WITH COMPARATIVE INFORMATION FOR 2019

7. Deferred lease inducement

In 2017, the Society received \$254,310 of leasehold improvements as an inducement to enter into a lease for office premises. The \$254,310 was recorded as a deferred lease inducement. The deferred lease inducement is being recognized on a straight-line basis over twelve years as a reduction of occupancy costs.

During the year, \$21,193 (2019 - \$21,193) was amortized against occupancy costs.

	2020	2019
Balance, beginning of year	\$ 190,732	\$ 211,925
Amortization to reduce occupancy costs	<u>(21,193)</u>	<u>(21,193)</u>
	169,539	190,732
Less: current portion	<u>(21,193)</u>	<u>(21,193)</u>
Balance, end of year	<u>\$ 148,346</u>	<u>\$ 169,539</u>

8. Commitments

The Society is committed under a lease on premises as well as monthly payments for office equipment leases. The estimated minimum annual payments, exclusive of occupancy costs, of the above commitments are as follows:

2021	\$ 84,494
2022	81,808
2023	79,123
2024	79,123
2025	80,132
Thereafter	<u>347,774</u>
	<u>\$ 752,454</u>

9. City of Calgary, Family and Community Support Services

During 2020, the Society recognized \$670,120 (2019 - \$672,380) from the City of Calgary, Family and Community Support Services. Expenses were mainly related to salaries and benefits and other expenses including professional services, transportation, office expenses, and insurance.

CENTRE FOR SEXUALITY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2020
WITH COMPARATIVE INFORMATION FOR 2019

10. COVID relief subsidies

In an attempt to mitigate the impact of the COVID-19 pandemic, the Canadian government has introduced several grants and subsidies. The Society has taken advantage of the Canada Emergency Wage Subsidy and the Temporary Wage Subsidy, which relate to wage assistance for Canadian companies and not-for-profit entities experiencing decreases in revenues as a result of the pandemic. These subsidies have been recorded in the Statement of Operations for the year.

	2020
Canada Emergency Wage Subsidy	\$ 154,358
Temporary Wage Subsidy	25,000
	<u>\$ 179,358</u>

11. Interfund transfers

The unrestricted fund transferred \$2,324 to the internally restricted reserve for interest earned. The unrestricted fund transferred \$5,938 to the capital fund for the purchase of capital assets.

12. COVID-19 impact

In fiscal 2020, the Society was impacted by the COVID-19 pandemic due to the crowd restrictions put into place. However, the future impact of the pandemic, if any, cannot be reasonably determined at the time of the release of these financial statements.

13. Financial instruments

The Society is exposed to various financial risks through transactions in financial instruments. The following provides helpful information in assessing the extent of the Company's exposure to these risks.

(a) Credit risk

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation. The Society's main credit risk relates to its accounts receivable.

CENTRE FOR SEXUALITY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2020
WITH COMPARATIVE INFORMATION FOR 2019

13. Financial instruments, continued

(b) Liquidity risk

Liquidity risk is the risk that the Society will encounter difficulty in meeting obligations associated with financial liabilities. The Society is exposed to this risk mainly in respect of its accounts payable and accrued liabilities, operating leases and salaries payable.

(c) Interest rate risk

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The Society is exposed to interest rate risk on its fixed interest rate financial instruments. Fixed-rate financial instruments subject the Society to a fair value risk.

There has been no change to the risk exposures from 2019. Unless otherwise noted, it is management's opinion that the Society is not exposed to significant currency risk or other price risks arising from these financial instruments.



Rocky View County
Family & Community Support Services (FCSS)

2022 FCSS GENERAL FUNDING APPLICATION

(FUNDING PERIOD: January 1 – December 31, 2022)

ALL INFORMATION PROVIDED IS PUBLIC

APPLICATION DEADLINE IS 4:00 P.M. AUGUST 30, 2021 NO EXCEPTIONS

1. ORGANIZATION INFORMATION	
Organization Name	City of Chestermere
Program Name	Langdon and SE Rocky View Community Support Services
FCSS Funding Request (over \$7,500) (from Section 9.6 C Proposed Budget)	80,999.29
E-Mail Address and Website	dfermin@chestermere.ca tradloff@chestermere.ca www.chestermere.ca
Mailing Address (include postal code)	105 Marina Road, Chestermere AB, T1X 1V7
Street Address (for courier purposes)	As Above
Agency Telephone Number	403-207-7050
Agency Fax Number	403-569-0512
Executive Director Name	Tracey Radloff (Director, Community & People)
Program Contact Name	Danielle Fermin (Manager, Community Support Services)
Phone Number (If different from above)	As Above

2. CERTIFICATION OF COMPLIANCE

This is to certify that to the best of my knowledge and belief, the information included in this application 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>)

A program outcomes evaluation is required by February 28, 2023 if your application is successful


Signature (Agency Signing Authority)

Click here to enter text.

Title Acting CAO/ Director, Community & People

Click here to enter text.

Print Name Tracey Radloff

Click here to enter a date.

Date August 25, 2021

Submit Completed Documents to, or for further assistance contact:

Dimitri Dimopoulos, FCSS Coordinator
Rocky View County
262075 Rocky View Point
Rocky View County, AB T4A 0X2

For further assistance, please call 403.520.1289 or email fcss@rockyview.ca

Please note that faxed or e-mailed copies of the application will not be accepted. It is strongly recommended that you courier or hand deliver your proposal (printed single sided pages only) and request confirmation of receipt.
APPLICATION DEADLINE IS 4:00 P.M. AUGUST 30, 2021 - APPLICATIONS NOT RECEIVED BY THIS DEADLINE WILL NOT BE ACCEPTED.

☒ Please email confirmation of receipt of this application to: dfermin@chestermere.ca

2022 Rocky View County FCSS General Funding Application

RECEIVED
AUG 23/21

Please indicate how you heard of the Rocky View County FCSS Program:

_____ newspaper ad _____ social media _____ website visit/search
_____ word of mouth _____ x _____ other (specify) _____ Prior Grant Recipient _____

3. SOCIETY MEMBERSHIP (current)

Number of Members	n/a
Membership Fee Per Member	n/a

4. TYPE OF ORGANIZATION

Alberta Societies Act Registration Number:	n/a	
Charitable Number (if have one):	n/a	<input checked="" type="checkbox"/> Government Agency

5. DAYS AND HOURS OF OPERATION OF THE PROGRAM

OPERATING HOURS	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
	8:30am – 4:30pm	8:30am – 4:30pm	8:30am – 4:30pm	8:30am – 4:30pm	8:30am – 4:30pm	As required	As required
Dates not Open:	Statutory holidays and days determined by City of Chestermere Administration						
Statutory Holiday:	Closed			Other	Limited services between Christmas Day and New Year's Day		

6. DOCUMENTATION REQUIREMENTS:

Do not provide other attachments unless requested to do so.

	ATTACHED
List of current agency Board of Directors by name and Board position (Board information is requested to ensure sufficient governance and make members accessible to administration, if required.) Do not include personal contact information (home addresses, emails, or phone numbers).	<input checked="" type="checkbox"/>
Fee Policy and Schedule (if applicable)	<input type="checkbox"/>
Organizational Chart of Agency	<input checked="" type="checkbox"/>
Certificate of Incorporation under the Societies Act if new applicant. (Not applicable to other municipal governments and associated departments)	<input checked="" type="checkbox"/> Included <input type="checkbox"/> Not Applicable
Constitution and Bylaws (first time applicants only unless changes were made by previously funded groups)	<input type="checkbox"/>
Job description(s) for County FCSS funded positions requested (first time applicants only unless changes were made by previously funded groups)	<input checked="" type="checkbox"/>
Most recent Audited Financial Statement	<input checked="" type="checkbox"/>

The personal information on this form is being collected for the purpose of determining eligibility of an applicant to receive FCSS funding; to assist in administering the FCSS funding; and to monitor, assess, and evaluate your program. This information is collected under the authority of Section 33 (c) of the Freedom of Information and Protection of Privacy Act and may become public information once it is submitted to the FCSS program. Questions regarding the collection of this information can be directed to the Manager, Recreation and Community Services at 403.520.6307.

7.1 PROGRAM DESCRIPTION

Provide a brief program description in a few sentences (to be used for publication by FCSS)

The Langdon and SE Rocky View Community Support Services program connects rural and remote residents to resources to improve individual, family and community social well-being. Initiatives includes resource navigation, community connections, outreach, and community engagement to address and minimize community concerns of social isolation; lack of awareness, understanding, and offer support to residents in accessing social services and resources; and, work alongside community stakeholders seeking opportunities to make their community a better place to live.

7.2 PREVENTION

In what way(s) is your program preventive in nature? Check the appropriate items from the following list. You will be required to report on each of the Outcomes that you have selected.

Provincial Outcome	Rocky View County Outcomes	
Improved social well-being of individuals	Outcome 1: Individuals experience personal well-being. Indicators: Resilience; self-esteem; optimism; capacity to meet needs; autonomy; competence; personal engagement; meaning and purpose.	<input checked="" type="checkbox"/>
	Outcome 2: Individuals are connected with others. Indicators: Quality of social relationships; social supports available; trust and belonging.	<input checked="" type="checkbox"/>
	Outcome 3: Children and youth develop positively. Indicators: Developmental assets.	<input type="checkbox"/>

Provincial Outcome	Rocky View County Outcomes	
Improved social well-being of families	Outcome 4: Healthy functioning families. Indicators: Positive family relationships; positive parenting; positive family communications.	<input checked="" type="checkbox"/>
	Outcome 5: Families have social supports. Indicators: Extent and quality of social networks; family accesses resources as needed.	<input checked="" type="checkbox"/>

Provincial Outcome	Rocky View County Outcomes	
Improved social well-being of the community.	Outcome 6: The community is connected and engaged. Indicators: Social engagement; social support; awareness of the community; positive attitudes toward others and the community.	<input type="checkbox"/>
	Outcome 7: Community social issues are identified and addressed. Indicators: Awareness of community social issues; understanding of community social issues; agencies and/or community members work in partnership to address social issues in the community.	<input checked="" type="checkbox"/>

7.3 PRIMARY TARGET

Indicate the Primary target at whom the program is aimed by estimating the percentage of the program's FCSS allocation that is directed to services in the following categories.

Children	0	%
Youth	0	%
Families	30	%
Adults	30	%
Seniors	10	%
Volunteerism	10	%
Community Development	20	%
Total	100	%

7.4 SOCIAL SERVICE CONTINUUM

Please indicate the percentage of each section below that your program provides.

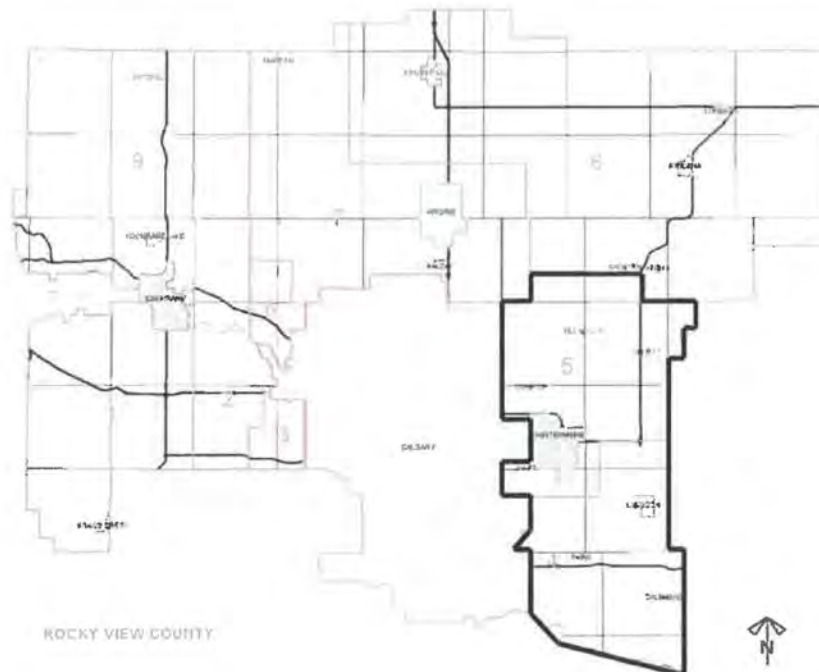
• Promotion: Programs and services that promote public education and awareness of social needs.	15	%
• Prevention: Programs and services focused at the earliest opportunity on individuals and families whose social well-being in community life is at risk.	65	%
• Early Intervention: Programs and services focused on individuals and families with identified early signs of unmet needs, who require support to enhance their social well-being.	20	%
• Specialized Services: Programs and services for individuals and families focused on emerging social needs not yet sufficiently addressed by community support.	0	%
• Remediation Services: Programs and services for individuals and families with clearly defined unmet needs, who require assessment, intervention, and treatment to enhance their social well-being.	0	%
Total	100	%

8. COORDINATION AND COMMUNICATION

A. Identify organizations within the program's catchment area (define your region of operation; include towns and border of service area and also clearly mark it on the map with thick black lines) that provide similar services.

Program and service offerings will be made available to residents of rural and remote communities in the south east region of Rocky View County, including: Langdon, Indus, Delacour, Conrich, Dalroy, and Dalmead. Mode of delivery will include offering access to programs hosted in Chestermere, virtually, through outreach approaches, or at satellite locations in the county.

Alberta Health Services (Addictions and Mental Health)
 Accredited Supports to the Community (Healthy Families)
 Calgary Catholic Immigration Society – Rocky View Immigrant Services
 Calgary Rural Primary Care Network
 Camp Chestermere
 Chestermere Regional Food Bank
 Children's Services (Strathmore and Forest Lawn Offices)
 Indus Livewires
 Langdon Community Association
 Langdon Community Collaborative
 Langdon OK Club
 Professional Medic Training & Events Ltd.
 Rocky View Schools (Rocky View Adult Learning, Stepping Stones to Mental Health)
 Rocky View and Wheatland Career and Employment Services (Prospect)
 South East Rocky View Food Bank
 Synergy
 Trellis



B. What cooperative and coordinative steps has the program taken with these agencies?

To effectively serve a large catchment area, understanding our partners mandates, needs, and capacities is crucial to how we approach our program plans each year. We work with agencies to establish healthy and dynamic partnerships, where information sharing is reciprocal, fluid, and timely; where collaboration is common to maximize limited personnel and financial resources; and, joint programming and collaborative discussions occur to enhance the quality of life for the residents in the identified county area.

	Collaborative Ongoing Communication	Information Sharing	Joint Programming	Space Sharing
Alberta Health Services (Addictions and Mental Health)	X	X	X	
Accredited Supports to the Community (Healthy Families)	X	X		
Calgary Catholic Immigration Society – Rocky View Immigrant Services	X	X	X	X
Calgary Rural Primary Care Network	X	X	X	
Chestermere Regional Food Bank	X	X	X	X
Camp Chestermere	X	X		
Children's Services (Strathmore and Forest Lawn Offices)		X		
Indus Livewires		X		
Langdon Community Association	X			X
Langdon Community Collaborative		X		
Langdon OK Club	X	X	X	X

Professional Medic Training & Events Ltd.	X			
Rocky View Schools (Rocky View Adult Learning, Stepping Stones to Mental Health)	X	X	X	
Rocky View and Wheatland Career and Employment Services (Prospect)	X	X	X	X
South East Rocky View Food Bank	X	X		
Synergy	X	X		
Trellis	X	X		

C. Describe the similarities and differences between the proposed program and those identified as being delivered by other organizations.

The Langdon and SE Rocky View Community Support Services program focuses on enhancing social relations leading to meaningful connections, fostering healthy and supportive social capital to overcome adverse situations, and empowering individuals to have the capacity to meet their own needs. This approach is unique as we work with individuals and families to engage in issues that are important to them, and in most instances, can lead to positive long-term outcomes in improving the overall quality of life for other community groups as well. Through our resource navigation program, we are able to provide ongoing support to individuals and families seeking resources. Our experience and expertise allow us to connect the dots and advocate alongside residents until they reach a point of independence or have their needs fulfilled. Not every agency has the capacity, times, resources, or skills to provide this degree of client support. To increase the client's natural support system and lessen reliance on formalized supports, this program also offers community programming that allows for integration and connection with neighbours who may be experiencing similar difficulties. Community programming can include educational or informative sessions, as well as, initiatives that are more focused on bringing the community together to encourage a sense of belonging or to address common social goals. The demographics of community groups also vary as we focus on working with individuals (primarily adults, older adults, and seniors), families, neighbourhoods, and community stakeholders (volunteers and social serving agencies).

Commonalities shared with the providers listed in the above section may include attaining similar outcomes due to target population, as well as, leveraging an outreach approach as the physical address of many providers are outside of Rocky View County.

OUTCOMES MODEL

(For further information on the outcomes model contact the County FCSS program for a copy of a toolkit.)

9.1 AGENCY/PROGRAM VISION

Desired social condition. May be your agency's existing vision statement.

The Community Support Services department, of the City of Chestermere, includes the following divisions – Family and Community Resource Centre and Parent and Caregiver Support Services. Our department's vision statement is, "An Active, Healthy, and Connected Community" within an organization that strives for AMAZING quality of life, partnerships, relationships, opportunities, and neighbourhoods. Additionally, our work strives to improve the social conditions for individuals, families, and communities by advancing social inclusion and equity principles in a service delivery model. As neighbours to our County counterparts, we would utilize this funding to provide and offer services to South East Rocky View residents through our main site and through outreach.

9.2 AGENCY/PROGRAM MISSION

Unique role in working towards the desired social condition. What are you currently doing to achieve your mission (e.g. other programs and services that are not a part of this application for funding)?

This program will be led by the department's Family and Community Support Services division, who is responsible for social programming with an emphasis on prevention. This includes: helping residents develop independence, strengthening coping skills and become more resistant to crisis, increasing awareness of social needs, helping

individuals and the community to assume responsibility for decisions and actions which affect them, promoting volunteerism, and supporting people as active participants in the community. Our roles and responsibilities include:

- **Identification of Community Concerns and Trends:** We have the responsibility of identifying emerging concerns and trends that could threaten the quality of life of residents and the community overall, and often take the lead in bringing together others to develop collaborative strategies to preserve and enhance the quality of life that is so valued by residents.
- **Brokerage:** We serve an important brokerage role with organizations that provide necessary community services that fall outside of the City's mandate, brokering the provision of services in the community and negotiating relationships with funders.
- **Consultation and Support:** We support a number of committees and provide consultation and support to community organizations. These roles benefit everyone through sharing information and resources and creating awareness which are vital to the success of programs and services throughout the area
- **Support of Healthy Family Functioning:** We work with parents and caregivers by connecting them to resources that can help ease concerns and stress related to child rearing, spending quality time together, and strengthening their local support network.
- **Affordability and Poverty Reduction:** We foster social and economic inclusion through initiatives that extends beyond the inability to meet one's basic needs. We assess how individuals and families can overall feel like they belong and work in ways to address systemic issues that reinforces barriers in meeting one's personal needs. We do this by organizing community education sessions, working with community partners on food security concerns, and increasing awareness on how to create more equitable access to resources throughout the communities we serve.
- **Neighbourhood and Community Development:** We have the responsibility to ensure a high quality of life for every citizen in our service area. One of the ways we do this is by building the capacity of the community to respond to existing issues including oppression and systematic barriers to development, as well as to address common issues and interests of community members. We must create an environment that encourages the community to connect with each other, grow, empower, and achieve the strength to protect themselves from challenging and often unexpected situations that arise from natural, economic, or environmental crises.
- **Community Investment:** We provide funding to eligible community agencies to carry out prevention and early intervention strategies to help achieve goals outlined in the Social Investment Framework.
- **Social Planning:** We are involved in community research and planning to best strategize the overall impact of community programs. This includes: community social profiles, asset mapping, needs assessment, living wage, and age friendly strategies.

9.3 STATEMENT OF NEED

Problem statement; description of the situation you wish to change.

- Individuals and families require assistance to navigate the multiple systems that impact their overall wellbeing. Residents have unexpected needs that arise at different points of their life. This can be caused by changes to financial, health, or their employment status requiring them to access services. Often, residents face difficulty navigating systems and advocating for themselves. Residents may also lack the support in understanding how to address their limited financial resources, low financial literacy, unemployment or underemployment, physical and/or mental health needs, lack of transportation options, social isolation, landlord/tenant issues, and training/education needs.
- Service providers require networking opportunities to collaborate, build relationships with one another and across organizations, and coordinate information sharing, strategic planning, resource development, and program and service delivery. Lack of awareness or understanding of social programs and services being offered between agencies impacts the overall health of the social serving sector. Lack of awareness of agencies offering supports locally, including information dissemination, challenges effective information sharing in rural and remote areas, when there is a high practice of outreach due to the lack of physical social infrastructure and spaces to use.
- Seniors often feel vulnerable, isolated, and unable to access resources that would improve their quality of life. They may lack family support, transportation options, an ability to navigate technology, clarity regarding medical conditions/resources, meaningful social opportunities, or connection to other members of their community. This demographic may also experience more frequent financial concerns, difficulty addressing complex or chronic medical conditions, isolation, caregiver burnout, and challenges coping with stressful situations.
- Residents are seeking opportunities to connect and deepen relationships with their neighbours. Living in a large rural and remote area can create challenges when trying to find meaningful opportunities to connect with others. These challenges may result in restricting residents from feeling a sense of belonging, social engagement, and social support. Creating options for neighbours to connect that are welcoming and inclusive can improve the social well-being of communities.

9.4 STRATEGY/ACTIVITIES

How will the program address the specified need? What goal or long-term change or impact do you want to achieve?
What are you going to do in the program to achieve your goal(s)?

Community Support Services endeavors to provide early intervention and preventative programming through a targeted and universal approach. This is achieved through knowledge and skill building courses, programs that connect people together, promoting collaborative community leadership in the service sector, fostering community capacity building, and developing volunteerism. As part of our recent strategic planning, we have framed the following programs to be delivered with the two focus areas:

- **Neighbourhood and Community Development:** Where people come together to take collective action on what is important to them, and generate solutions to common problems.
- **Affordability and Poverty Reduction:** Where resources, means, choices and power to acquire and maintain self-sufficiency is possible. Where protective factors and positive social conditions are fostered to achieve participation in society.

Furthermore, due to the global pandemic and the impact on socio-economic needs at the local level, this funding will be particularly essential in the recovery phases to assist vulnerable community members living in rural and remote locations.

Below are Projected Activities and Goals for 2022.

- **Resource Navigation:** This service provides people with the information necessary to make informed decisions regarding their economic and social wellbeing. Through an outreach approach, our facilitators are mobile in the community to increase the total available access points for residents seeking assistance in accessing resources and information. During these short- or longer-term interactions, residents can receive support in understanding what is available to them (dependent on their circumstance) and how they can go about improving their situation.
 - This may include supporting residents in completing applications to government benefit programs, referring to local resources such as the food bank, providing connections to career and employment specialists, supplying information on affordable housing options, and completing applications or referrals to subsidized children's programs for families with modest incomes.
 - Referring families to subsidized programs such as: Kids Up Front, TELUS Spark, and Agency memberships. Our agency can also provide support with applications to the Canadian Tire Jumpstart and KidSport programs. Eligibility is determined by an assessment of socio-economic status.
 - Supported referrals to access to basic needs through community resources, including food hamper referrals. This would primarily be available for residents living on modest incomes in the Conrich, Delacour, and Dalemead areas. We accept referrals from SE Rocky View Food Bank for County residents seeking support to access basic needs resources, as well as, improve their social wellbeing. Through this process, individuals and families are able to access services that alleviates financial pressures. This becomes a jumping point to supporting the household in moving from a crisis situation to stabilized, thus, improving their socio-economic status.
- **Community Access Program:** Residents living on a low income will have increased access to resources around the community that would otherwise be hard to access or be inaccessible as a result of their income level. Partnerships with agencies (e.g., Camp Chestermere, Chestermere Public Library, Synergy, Chestermere Regional Community Association) have been established to subsidize membership/programming fees. In 2022, partnerships with specific SERV organizations and businesses will be pursued to improve access to the most relevant community resources (e.g., Langdon OK Club, Indus Recreation Centre) for SERV residents. Activities will include partnership development, promotion, assessments, and referrals. By working with local businesses and community groups, individuals and families will be able to equitably access services, and financial or social barriers to community participation will be lessened.
- **Community Connections:** Focused on working with community champions in organizing neighbourhood and community wide initiatives, which will help deepen social connections throughout rural and remote areas. These programs continue to run with physical distancing and sanitation procedures in place.
 - **Soup Party Program, Block Party, Play Streets:** Neighbourhood connections are made through social gatherings led by a community organizer. This is a great opportunity for neighbours to get to know others on their block while enjoying fun activities together. Depending on COVID restrictions, we will continue to modify the program to be family oriented to ensure safety of participants. In a family orientation delivery, families will book a kit and carry out the activities in their home to plan a meal, play activities, or do an act of kindness for a neighbour. All of which, fostering meaningful family experiences and time with one another.

- Rural Community Garden: Bringing residents together to connect and provide social opportunities to build a sense of community and belonging. Small gatherings, observing COVID standard protocols, are some of the ways the connection is facilitated amongst program participants. Volunteers help care for the garden plots and grow produce for food bank clients.
- Community Volunteer Income Tax Program: This program involves the oversight of volunteers who assist low-income residents file their taxes to ensure they are receiving the appropriate government benefits. Volunteers receive training to enhance their overall competency and capability to supporting this particular work. This is a poverty reduction strategy that has been amended to be completed without in-person interactions in response to COVID-19. This program would be offered throughout the year.
- Outreach and Promotions: Increasing awareness of the FCSS program will result in residents being able to access and inform the delivery of social programs that will best meet their needs. Proposed activities to achieve these goals include: partnering with Langdon Community Association to develop a regular newsletter around programming opportunities, attendance at community events (i.e., Energizer Nights, Langdon Days), updating community bulletin boards, offering 1-1 meetings virtually and at physical sites in the catchment area, working closely with non-profit and charitable agencies to connect clients to community resources, preparing informative handouts for distribution, etc. Depending on the format activities and opportunities to connect with residents, staff will be in attendance either virtually or in-person as needed.
 - Online awareness campaigns will be planned to address any service gaps presented by in person programming. Campaigns can bring about awareness and calls to action in relation to seniors, volunteerism, neighbourhood connection, domestic violence, grief and loss, and healthy relationships. Campaigns will connect residents back to resources that are free or low cost.
- Rural Interagency Meetings: Regular coordination of service providers in the area to connect and share information about resources and programs available for Langdon and SE Rocky View residents.
- Seniors Week: In June, a committee of professionals and volunteers come together to plan a week-long schedule of activities for seniors in Langdon, SE Rocky View, and Chestermere to celebrate this demographic. Activities are focused on social engagement, trialing of hobbies and programming, information sessions, and social supports (resource fair).
- Vital Skills: We have created a menu of community education sessions, whether it be a one-time information session or a workshop series, to offer a variety of essential skill building workshops targeting adults and older adults in the community.
 - Topics may include: financial literacy workshops and 1-1 support, managing stress and anxiety, resume writing, Canada Revenue Agency information, etc.
 - Seniors Lunch & Learns: Information sessions bringing seniors together to learn about topics relevant to their everyday lives. Sessions are delivered in-person by local professionals on topics such as healthy aging, seniors' benefits, handibus services, etc. There is a networking opportunity built into this program before and after the presentation.
 - Seniors Teleconference: Information sessions offered virtually using teleconferencing and video calling technology. Offered bi-weekly from Fall through Spring, this program enables individuals of all abilities to participate in sessions that may otherwise be inaccessible to them. There are opportunities for participation embedded in the program to help participants build relationships with one another.

*Please note: All programs being offered from our home office in Chestermere are also open to all residents from Langdon and SE Rocky View. The programs listed above are programs that will be partially funded by this grant and specified to support the social well-being of residents and communities in the designated service area.

Personnel Overview – Job descriptions are attached for further details.

This grant will partially fund 4 positions and help continue the delivery of expanded support services available in the south east portion of the county.

- Community Development Facilitator: Primary liaison from the Community Support Services team that will be frequently conducting outreach to Langdon and SE Rocky View. This position will coordinate the following programs: Inter-Agency, Community Garden, Community Connections, and new social programming initiatives.
- Resource and Outreach Facilitators: Works with individuals and families to meet their personal-social needs through person in environment and anti-oppressive approaches. There has been an increase of complex cases arising requiring additional follow-up meetings, advocacy, and in some cases, coordinated case planning with other service providers. These positions will be responsible for: an overall assessment of needs and referrals to agencies and programs that are accessible and affordable, community outreach, and coordinating community education sessions.

- Seniors & Community Development Facilitator: Focusing on outreach and community development work with seniors in the community, including Lunch & Learns, resource navigation, Seniors Week, and social inclusion initiatives using a community building approach.

Long Term Change and Impact

- Connect individuals and families to preventive social programs and services, where they self-sufficient and autonomous.
- Build supportive networks that are positive and foster healthy, reciprocal relationships.
- Engage and collaborate with partners, stakeholders and organizations to achieve collective social change.

9.5 RATIONALE

An explanation of why you believe this strategy or approach will work; include research if possible.

The groundwork of this proposal is based on supporting the development of a socially connected South East Rocky View. Facilitators will be offering initiatives that will help build a more cohesive, resilient and equitable community, where everyone is able to thrive. This work would involve combating social isolation, which is “the lack of significant social connections interpersonally and within a community...” and can be “exacerbated by experiences such as long-term illness or disability, domestic violence, loss of a loved one, becoming a caregiver, having a baby, moving to a new place, migration, being rejected by family members and peers when coming out as LGBTQ, incarceration, and homelessness” (Healthy Places By Design, 2021 p. 12).

Creating opportunities for agencies and community members to come together allows the collective group to address community social issues that are challenging to address in silos. Collaboration between agencies and/or community members helps facilitate awareness and understanding of issues while deepening overall levels of engagement and mobilization. This leads to the development and implementation of effective, sustainable approaches to address community issues. Supporting material: Asset-Based Community Development, <http://www.deepeningcommunity.org/abcd-canada-home>

Supporting individuals and families navigate the multiple systems that govern their wellbeing leads to increases in overall health and wellness, including self-efficacy, self-management, and empowerment (Carter et al., 2017). Facilitating residents’ access to the services and resources required to meet their needs improves the social and health outcomes of those individuals who are disadvantaged due to structural issues such as race, class, and gender (Carter et al., 2017). Addressing these needs allows community members more room to participate in community life and increases their ability to meet future needs as they arise.

If families are provided with resources and supports to help strengthen the family unit, they will be more resilient when faced with crises such as the COVID-19 pandemic. By improving skills and abilities related to family well-being including how to communicate effectively and build positive relationships, each individual family member gains additional skills and abilities. These improved skillsets may enhance a family’s economic and social stability, increasing their ability to withstand future setbacks and challenges and collectively contributing to a stronger community (Government of Alberta, 2019).

Opportunities to participate in social activities tend to decrease as people age, particularly in rural contexts (Clement et al., 2018). This decrease can lead to impaired executive functions, disrupted sleep, and reduced mental and physical well-being (Cacioppa & Cacioppa, 2014). By creating ways for senior residents to engage in community life, the negative impacts of social isolation can be mitigated. Making educational information and resources accessible to this demographic can further improve the quality of life of aging community members, while helping them to age in place. See [Report on the State of Public Health in Canada 2010: Growing Older – Adding Life to Years](#) for additional information.

If neighbourhood connection opportunities take place within communities and have meaningful avenues for deepening interactions amongst residents, then there is likely to be an increase in social cohesion and social support amongst neighbours. Improved social cohesion can provide protective benefits to communities, including improving people’s ability to respond to negative stressors (Robinette et al., 2013). In addition, neighbourhood development at the resident level will decrease feelings of loneliness and social isolation.

Supporting research: See Abundant Community work by John McKnight, Howard Lawrence, and Peter Block, https://www.abundantcommunity.com/home/stories/parms/1/story/20170620_abundant_communities_initiative_updates_abcd_principles_for_municipalities.html.

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- Healthy Places by Design. (2021). Socially connected communities: Solutions for social isolation. Retrieved August 23, 2021, from <https://healthyplacesbydesign.org/wp-content/uploads/2021/03/Socially-Connected-Communities-Solutions-for-Social-Isolation.pdf>
- Robinette, J. W., Charles, S. T., Mogle, J. A., & Almeida, D. M. (2013). Neighborhood cohesion and daily well-being: Results from a diary study. *Social Science & Medicine*, 96, 174-182. <https://doi.org/10.1016/j.socscimed.2013.07.027>

9.6 INPUTS

***Please see end of application for budget shell. Budget sheet(s) MUST follow the template as provided.**

A. Have you researched or sourced other methods of funding? How do you propose to sustain this program?

Community Support Services receives funding from numerous other sources including: Government of Alberta Children's Services, Provincial Family & Community Support Services and the City of Chestermere. We continually seek and apply for grant opportunities that pertain to any of our core services for Chestermere and SE Rocky View residents, whether to sustain or expand upon our work.

B. Has this budget been authorized by your Board of Directors? Yes ☒ No ☐ If no, please explain:

n/a

9.7 PROJECTED OUTPUTS (Count of products and services delivered to the target group. For definitions, see the end of the report)

Please report the projected direct product of your activities, usually measured by volume of work accomplished. Must include projected number of individual participants, volunteers and volunteer hours. Other outputs may include projected number of training sessions, workshops, and community development programs. Include projected number of County residents utilizing services. Rocky View County residents do not include people who reside in Airdrie, Beiseker, Chestermere, Cochrane, Crossfield, Irricana or Redwood Meadows. It does include those who live outside of these municipalities and within the hamlets located within the County's borders.

A. PROJECTED NUMBER OF INDIVIDUAL PARTICIPANTS SERVED:

People served should only be counted once unless they are part of a family being served (see definitions). DO NOT include group participants, contacts, or community development initiatives if counted below.

Provide general summary of outputs here:

Outputs includes: participants of the community connections programming, contacts made during outreach activities, access programs, and etc. Please note, these numbers are a lower than typical projection due to the worldwide changes to health and safety requirements, which is significantly impacting in person delivery of programming, especially, programs that are conducive to social interactions. While we strive to continuously adapt our programs and practices to meet the needs of participants we do expect to still see residual effects as a result of the pandemic situation. We will only indicate grant projections on our target population groups.

Number of Children/Youth (0 to 18 years) 0 Number of County Residents: 0

Number of Adults (19 to 64 years) 100 Number of County Residents: 100

Number of Seniors (65+ years) 25 Number of County Residents: 25

Number of Families 40 Number of County Families: 40

B. PROJECTED NUMBER OF GROUPS SERVED:

(e.g. workshops, training and/or education groups)

Provide general summary of outputs here:

Vital Skills (community education sessions) will be offered. Program will include lunch & learns for seniors, financial literacy workshops, volunteer income tax training and clinics, etc.

Number of Groups: 12 Total Number of Participants: 180 Number of County Residents: 180

C. PROJECTED NUMBER OF CONTACTS PROVIDED:

(e.g. providing assistance with forms/referral; telephone, mail outs, email, and social media)

Provide general summary of outputs here:

We will report on resource navigation support delivered through in person, virtual meetings, email, phone, or walk in. Additionally, we will report on contacts made through promotional and outreach activities when administering the program. This is typically the greatest output section we report on due to the service we provide meeting the needs of community members seeking information and referral support.

Number of Clients: 1000 Number of County Residents: 1000

D. PROJECTED NUMBER OF COMMUNITY DEVELOPMENT INITIATIVES:

(E.g. community assessment, mobilization, and/or advocacy committees. Do not include service to individuals)

Provide general summary of outputs here:

Initiatives will include those that bring community stakeholders together to address community social issues. This will involve food security discussions, inter-agency, seniors' teleconferences, seniors week and applicable community connections programming that supports capacity building.

Number of Initiatives: 5 Number of Clients: 120 Number of County Residents: 120

E. VOLUNTEERISM

a) What are the roles of volunteers in the program?

Volunteers are engaged in the community garden program. Volunteers support with the set-up and tear down of community gathering event hosted at the garden, caring and tending to plots for other program participants who are away on holidays, and work with the food bank to grow and harvest vegetables for residents in need of fresh produce.

Through the Community Volunteer Income Tax Program, volunteers play an essential role in getting trained in evaluating and reporting on annual income returns for low income residents. Volunteers then complete the returns for program participants to be assessed for eligible tax benefits in the upcoming year.

Volunteers have assisted during programs and events where appropriate. These can include sorting items for distribution, preparing display boards, connecting with residents during a facilitated activity, set up and tear down.

b) How does the program promote, encourage, and facilitate the use of volunteers?

We work with inter-agencies, Volunteer Chestermere, and the volunteer task group in our organization to best utilize and support positive opportunities for volunteers to participate in. We ensure we are connecting volunteers to meaningful opportunities, provide recognition in a timely manner, and provide information to participate in any formal or informal trainings to further their skills development. Stats are specific to our RVC FCSS grant.

c) Total number of volunteers in agency/program:

10 in 2020

d) Total number of volunteer hours in 2020:

99

e) Estimated number of volunteer hours until the end of 2021:

80

9.8 EXPECTED OUTCOMES

Statements, which describe the difference the agency/program intervention will make with clients in the short term, mid-term, and long term. These must logically connect to the Provincial and Rocky View County Outcomes in Section 7.2.

The Individual Outcomes we are addressing are:

- Individuals experience personal well-being
- Individuals are connected with others
- *Community members feel connected to their community.*

- *People are aware of resources to meet their social needs.*
- *People are better able to access the resources they need to meet their social needs.*
- *Seniors are connected to others.*
- *Seniors feel a sense of belonging to their community.*

The Family Outcomes we are hoping to achieve are:

- Families have social supports
- *Families know what resources are available for their family.*

The Community Outcomes we are looking to address are:

- The Community is connected and engaged
- Community social issues are identified and addressed
- *Neighbourhood residents experience a sense of belonging*
- *Agencies are knowledgeable of (community social issue)*
- *Agencies are aware of (community social issue)*

9.9 OUTCOME INDICATORS

List the specific items of information that you will track to measure your program's success on outcomes. These are generally in the form of a cluster of questions or surveys and relate directly to the Rocky View County Outcome Indicators listed in Section 7.2. Copies of the Provincial FCSS Measures Bank are available upon request.

Surveys are created and adapted based on type of strategy being used, the targeted population group, and with the duration of the programming being implemented. Surveys are designed with an agreement scale methodology.

Improved Social Well-Being of Individuals

Optimism, The Family & Community Resource Centre staff has helped me to believe I have the ability to improve my life.

Meaning and Purpose, As a result of being involved (volunteer activity), I make my community a better place.

Capacity to Meet Needs, As a result of (activity), I know more about how to budget my money. As a result of (activity), I know more about how to get by financially on my monthly income.

Quality of Social Relationships, As a result of (activity), I am more connected with others in my neighbourhood/community.

Trust and Belonging, (Activity) has helped me to feel a sense of belonging to people in my neighbourhood/community.

Improved Social Well-Being of Families

Family Accesses Resources as Needed, As a result of accessing the Family & Community Resource Centre, I have more information on what resources are available for my family and I. As a result of accessing the Family & Community Resource Centre, I am better able to access the resources available for my family when we need them.

Extent and Quality of social networks, As a result of (activity), my family is connected to a group of people who share our beliefs and values.

Positive Family Relationships, As a result of (activity), my family had improved at turning to each other for support. As a result of (activity), my family takes the time to listen to each other more often.

Improved Social Well-Being of Community

Social Engagement, The (activity) has helped me to know what is happening in my community. The (activity) has helped me to feel a sense of belonging to my neighbourhood/community.

Agencies and/or community members work in partnership to address social issues in the community, As a result of (activity), I have more of the necessary skills required to help address this community social issue. As a result of (activity), I have more of the necessary knowledge to help address this community social issue. As a result of (activity), I am better able to serve (population group) in my community. As a result of (activity), I have developed better working relationships with other community agencies.

10. ADDITIONAL INFORMATION

Please provide a brief agency/program history.

FCSS Chestermere/South East Rocky View has been in existence for over 20 years, beginning with one part time staff member who returned messages that were left on an answering machine by people looking for resource information. Over the years, we have grown to manage the needs of the rapidly growing population in our catchment area. We have ventured outside of FCSS funding to gain the financial means to provide additional programs and services that complement our FCSS programs (Parent & Caregiver Support Services, Community Development, United Way

Partnership funding, etc.). Today, we offer scheduled preventative programs for children, adults and families, volunteer development, resource information and referral, seniors social supports, community development, and social planning and development. Since 2015, our agency endeavoured into a mixed model approach (FCSS) where we offer local funding to community groups and agencies to deliver social programming to residents in Chestermere.

11. STORIES

Please provide 1 or 2 short anecdotal stories about some of your County rural clients who have received services from your organization, and how their situation has improved as a result of their involvement in this program. This story may be used for publication by FCSS. Please do not include any client identifying information.

Resource Navigation Support Services

A client accessed the resource centre seeking information and support as she was experiencing difficulty in her family relationships. Specifically, she was looking for resources on divorce, custody, and housing. Our facilitator assessed the situation and helped the client to connect with legal resources as a first step. Once the client was ready to tackle the other concerns she had, we explored housing options, with COVID safety concerns in mind. Through this process, she was able to rent an affordable place that was also suitable for her children.

Through additional one on one meetings, we identified community integration and social connections to be important. This led to referring the family to the Parent and Caregiver Support Services agency, where she could access parenting support, online educational training and skill-building, and participate in parenting groups. The client sense of agency continued to evolve and she become involved in the community as a volunteer, and was motivated to pursue further education with hopes to give back to her community one day.

During the pandemic, many families faced increased pressure to manage the ongoing changes and practices related to keeping safe. In households where relationships were already strained and fractured, the home no longer felt like a safe haven and feelings of social isolation increased. A client connected with the resource centre after reaching a breaking point where a domestic violence charge was placed on her. The client was seeking legal support to assist her through this difficult scenario. The facilitator assigned to the client connected her with free legal support, through Legal Aid, and even supported the client to navigate the procedures of court, including providing emotional support during court.

To support the client's desire to manage her anger and provide a safe home for her family, she received information and resource referrals to: anger management classes, parenting classes, and counseling services appropriate to her linguistic needs. These actions led to the court dropping the charges, which immensely improves the cohesion of the family unit as they would not be involved in any of the systemic supports. These early intervention supports has transferred into deterring any further harm. The partners have reunited and continue to access counselling and support services as needed. The client has stabilized her situation and is enrolled in a training program; and, even received a \$5,000 grant that the facilitator informed her about to support her educational goals. After receiving such support and information, the client feels optimistic about her future.

An older adult client was looking for transportation assistance to attend court mandated anger management training in Calgary. Through the support of the resource facilitator, the client was eligible to utilize the Rocky View Regional Handibus service and received assistance with completing the online application. Based on this interaction, the client felt the facilitator was competent and trust was established.

When the client was experiencing difficulties with authorities, he reached out to the resource centre facilitator for advocacy support. The staff person has been involved with diffusing the heightened situations with authority figures and provided emotional support during court. The offering of social and emotional support provided the client a figure that could help anchor them during difficult situations, when they had no other natural or formal supports in their lives.

The client has received further assistance with understanding what community programs and government benefits are available to him. Through the support of the resource centre, he has been able to improve his financial situation as is now receiving the maximum benefits he is eligible for.

**INSERT BUDGET DETAILS ON THE FOLLOWING PAGE
DO NOT INCLUDE IN-KIND SUPPORTS, ONLY ACTUAL DOLLARS
AN EXCEL SPREADSHEET IS AVAILABLE FOR INSERTION**

Please ensure that section 9.6 C starts on a page(s) with no other sections on the page(s). For consistency purposes, it is **IMPERATIVE** that you use the following template as provided and **NOT** modify it, other than adding additional lines.

9.6 C. INPUTS (Resources dedicated to the program. Include staff and budget for one year.)			
2022 PROPOSED 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 2022 Costs to be paid or contributed by the Applicant and other funding partners (Agency Contribution)	Column 2 2022 Costs to be funded by County FCSS (Program Request)	Column 3 2022 Projected Year End Total Program Budget (Total Cost)
EXPENSES			
PERSONNEL (specify positions and hours per week)			
Community Development Facilitator - .42FTE/16.8 hrs per week	15,195.23	35,455.54	50,650.77
Resource and Outreach Facilitator - .32FTE/12 hrs per week	62,261.06	29,299.32	91,560.38
Resource and Outreach Facilitator - .06 FTE/2.4 hrs per week	77,222.22	4,929.08	82,151.30
Seniors & Community Development Facilitator - .06 FTE/2.4 hrs per week	85,937.12	5,485.35	91,422.47
a. SUBTOTAL PERSONNEL	240,615.63	75,169.29	315,784.92
TRAVEL & TRAINING (specify)			
b. SUBTOTAL TRAVEL & TRAINING			
MATERIALS AND SUPPLIES (specify)			
Program Supplies		500.00	500.00
Food & Beverage		630.00	630.00
c. SUBTOTAL MATERIALS AND SUPPLIES		1,130.00	1,130.00
OTHER (specify)			
Cell Phone – Community Development Facilitator		300.00	300.00
Room Rental		300.00	300.00
5% Administrative Fee		4,100.00	4,100.00
d. SUBTOTAL OTHER		4,700.00	4,700.00
e. TOTAL EXPENDITURES (e=a+b+c+d)	240,615.63	80,999.29	321,614.92
REVENUE (specify other sources of funding including fundraising, fees for service, other grants, etc.)			
Chestermere Annual FCSS Grant	199,539.98		
City of Chestermere	41,075.65		
f. TOTAL REVENUE	240,615.63		

g. FCSS REQUEST
(DEFICIT = Total of Column 3
Expenditures – Total Revenue)

80,999.29



Microsoft Excel
Worksheet

COMPLETE THIS SECTION ONLY IF YOU RECEIVED 2021 COUNTY FCSS FUNDING AND ARE APPLYING FOR AN INCREASE.

12. 2022 FUNDING INCREASE REQUEST EXPLANATION	
A. 2021 County FCSS Grant	\$78,500
B. 2022 County FCSS Request	\$80,999.29
C. Does this request result from a decrease in other funding support? Specify.	
<p>One of the funding sources which supports the Langdon and SE Rocky View Community Support Services program is no longer available – Children’s Services amended their mandate for April 2020 onwards to no longer fund Parent Link Centres and Community Resource Centres. For this particular service, this was a decrease of \$39,159 and has limited our ability to conduct outreach above and beyond the funding we receive from Rocky View County FCSS.</p> <p>In 2021, we did not receive the total requested amount for our Rocky View County FCSS grant. For this particular service, this was a decrease of \$2,500 from what we have typically received since 2019 (\$81,000 each year).</p>	
D. Identify requested funding increase. List each category and the amount of increase (e.g. Personnel, Materials and Supplies).	
<p>In past years, we had applied for additional funding to meet the increasing needs of families with younger children, but this particular increase is to help increase our ability to meet the ongoing needs exacerbated by the pandemic for the general population. We have been utilizing existing grants to meet these needs and to address them in a timely manner, however, with the possibility to deliver programs and services again more often in person, we will not be able to accommodate as many requests as we have been in the past.</p> <p>In contrast to the 2021 application, the overall sections will be requested at a lower amount as we applied for a total of \$89,065.00 last year. In 2022, we intend to increase our available outreach supports for resource navigation and will manage this by re-distributing FTE allocations across 4 positions.</p> <p>The total Personnel request is lower than the request made in 2021. \$78,684.00 (2021) to \$75,169.29 (2022).</p> <p>The total Travel and Training requests remain the same at \$0.00. Our organization will provide this as in kind.</p> <p>The total Materials and Supplies requests are more than the request made in 2021. \$1000 (2021) to \$1130.00 (2022). This is to accommodate more individualized food options when “potluck” or “family style” options are not acceptable.</p> <p>The total Other section is lower than the request made in 2021, as we will provide additional in-kind support, lower our administrative fee, partner with other agencies on space. \$9,417.00 (2021) to \$4,700.00 (2022).</p> <p>As we have reviewed our budget projections to date (for 2021), we believe increasing the funding amount by \$2,499.29 will help stabilize the services being offered, and provide the team flexibility with delivering a more adequate level of service for arising needs.</p>	
E. Provide a rationale together with supporting data, using demographics as necessary.	
<p>The identified service area where the program would be delivered, includes two divisions made up of 12,061 residents, with the 58 per cent residing within the hamlets of Langdon and Indus (Rocky View County, 2018). In Langdon, 0 - 19-year-olds and 30 - 49-year-olds encompass the more dominant age distribution categories (Stats Canada, 2016). Based on this information, we can validate the community is family centric and requires services and amenities to support the quality of life for these various life stages. Additionally, in Langdon, the prevalence of low income (using LIM-AT) for 0 – 17 years is 7.1 per cent, 3.1 per cent for 18 - 64 years old, and 5.4 per cent for 65 years and older (Stats, Canada, 2016). This information is then supplemented with understanding that 12.3 per cent of homeowners spend more than 30 per cent of their income on shelter costs, and 30.8 per cent of tenant households spend more than 30 per cent of their shelter costs (Stats Canada, 2016). Access to resources that can help address the needs of rural and remote residents is critical as smaller towns and hamlets tend to have less access to variety of options and resources, unless households have</p>	

means related to personal transportation and financial capacity. With Langdon being considered a rural community, having accessible and affordable supports and resources, as well as, strong community connections, can act as basic protective factors to minimize the impact of conditions of poverty and social isolation.

By continuing to appropriately fund quality programs that have the flexibility to address social needs across a continuum of social services, for a wide demographic, residents of south east rocky view will receive social supports much more quickly than its counterparts lacking such essential services.

Sources:

<https://www12.statcan.gc.ca/census-recensement/2016/dp-pd/prof/details/page.cfm?Lang=E&Geo1=POPC&Code1=1367&Geo2=PR&Code2=12&Data=Count&SearchText=Langdon&SearchType=Begin&SearchPR=01&B1=All>

<https://www.rockyview.ca/census>

F. How will this increase impact clients and services? How will the change be measured? If the increase is not granted, what effect will it have?

We will be able to use the additional funding to improve our promotional and awareness raising efforts. Whether it be enhancing the local working knowledge of professionals serving the communities in this service area, or engaging local community members to access resources when they or their neighbours need them. The outreach strategy, along with the newsletter, will increase the number of residents accessing services and support the preventative approach to intervention.

Our agency has strong data collection and evaluation practices, where we would be able to track the number of contacts and program participants who are involved in our services. Additionally, we collect qualitative data to understand the outcomes we are achieving whether at an individual level or at a community level. This is achieved through community discussions and survey administration.

If the increase was not granted, we would continue to address and manage support service offerings as is. We suspect the impact would be reflected on the number of new residents who may be needing assistance or access to services, but are unaware of such supports.

G. Outline the efforts already taken to accommodate the proposed program adjustment.

The Community Support Services department has undertaken substantive strategic planning the last year. Our focuses for outreach in the south east portion of Rocky View County will reflect our department's strengths in Neighbourhood and Community Development and Affordability and Poverty Reduction. We have re-allocated resources (financial and staffing), and refined our approach in outreach services. We have also continued to plan and incorporate ways to best engage residents who have experienced barriers to programming in the past, and we will continue to offer services in various ways, including online and personalized access to supports.

H. How many years have you received County FCSS funding?

20+ years



2021 Human Services Advisory Board

Scot Caithness (Chair)

Lisa Proctor (Vice-Chair)

Ashley Antonation

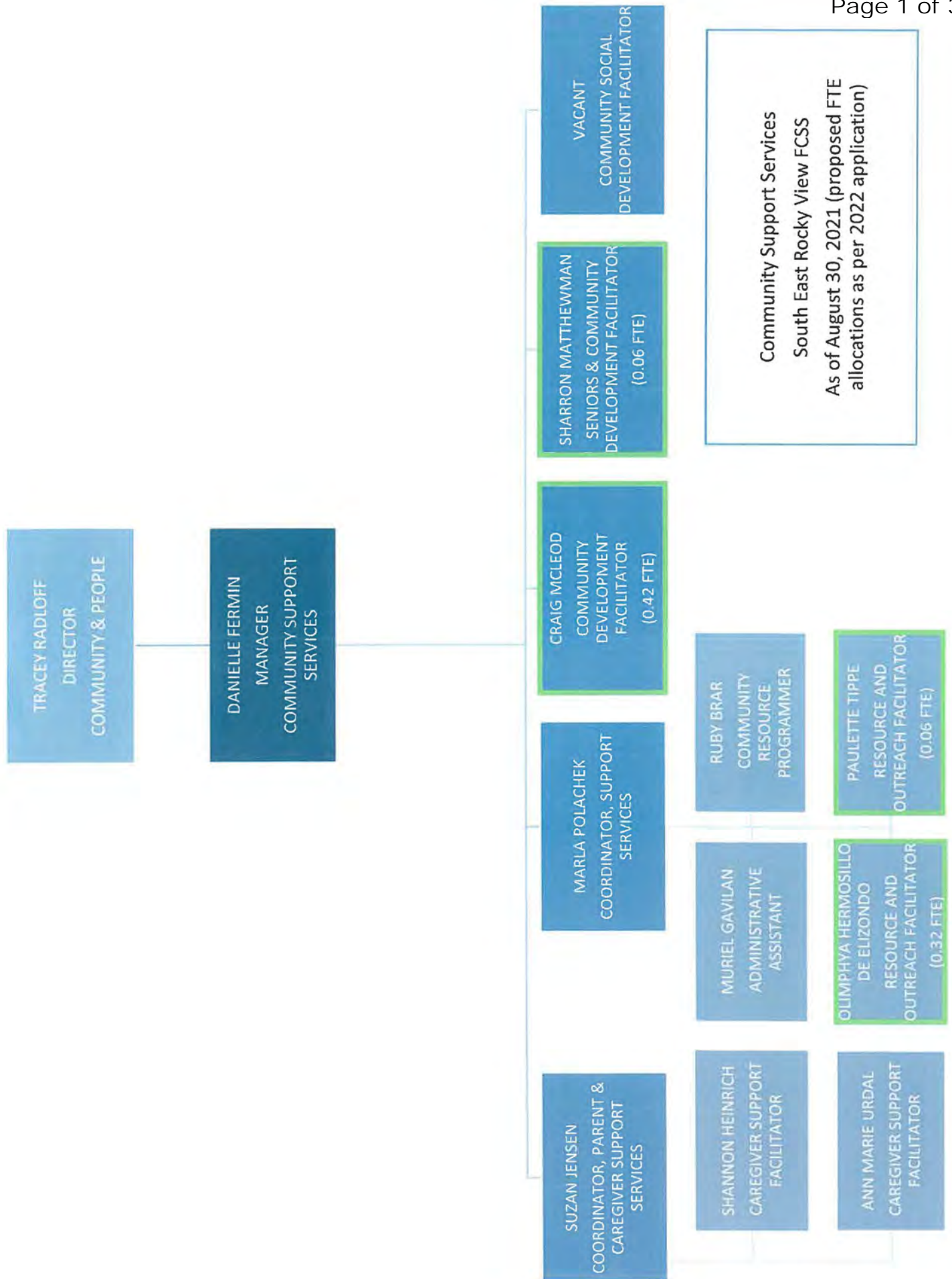
Carlen Scheyk

Phil Hoetger

Cathy Burness (Councillor)

Laurie Bold (Councillor)

As of January 1, 2021





CERTIFICATE OF INCORPORATION

I hereby certify that the

Town of Chestermere

was established, effective as and from March 1, 1993.

*Given under my hand and under the seal of Alberta Municipal Affairs
at Edmonton on this 3rd day of March A.D. 1993.*

[Signature]
Minister of Municipal Affairs



SCHEDULE "A"



Position Title:	Community Development Facilitator
Classification Level:	7 – Administrator
Position Number:	245220
Department:	Community and People
Reports to:	Manager, Community Support Services

Position Summary:

As a member of the Family and Community Resource Centre (FCRC) division, the Community Development Facilitator position provides professional support regarding community development programs, services, and policies that enhance the quality of life for individuals and families residing in Chestermere and Area. This position will play a key role in engaging, convening, and collaborating with community stakeholders to advance equity and social inclusion principles, building local capacity in identifying community needs and opportunities, reviewing documents supporting the development of long-term social planning policies, and supporting the coordination of preventive social programs and services specific to strengthening neighbourhood, community and family connections.

Key Accountabilities:

- Program planning, development, implementation and evaluation: coordinates and facilitates neighbourhood and community development programs (i.e., community gardens, block parties, inter-agency, winter neighbourhood connections), supports client navigation services, and participates in set up, tear down, and hosting of events; researches and develops Asset Based Community Development initiatives; fosters and maintains positive working relationships to improve the delivery of assigned initiatives with internal divisions (i.e., Parks, Recreation, Roads) and external partners such as partners, donors, and volunteers; provides oversight and training for program level volunteers; evaluates program impact by gathering feedback, utilizing evaluation tools, assessing project budgets, analyzing and reporting statistical and evaluative data; provide guidance to Vitality Grant project leads; executes assigned Chestermere and Rocky View FCSS contract deliverables, assists with financial and outcome reports; provides support in exploring cost and operating efficiencies, identification of financial risks, and funding opportunities; informs service planning and operations.
- Networking, referrals and resource development: develops and maintains partnerships with and between community stakeholders; represents the department on the Mental Health Coalition and Non-Profit Sector Network; facilitates and promotes the development of effective responses to identified community needs; liaises with relevant stakeholders to identify community priorities and solutions while promoting community development approaches; actively and regularly conducts promotional and outreach practices throughout service area.
- Provide timely resource and referral information to residents, clients, and partners of the service area.
- Assists the Manager, Community Support Services with sensitive issues.
- Appropriate and responsible use of confidential information; maintains confidentiality and security of all information related to the City.
- Demonstrates City values: **A-C-T-I-V-E** (Accountable, Connected, Transparent, Inclusive, Viable, Ethical).
- Ensures a safe and healthy work environment for staff, visitors, the community and stakeholders, e.g., participates in workplace safety initiatives, participate in formal and informal worksite safety and environment inspections and audits, ensures compliance with the City's Health and Safety Management System, reports and assists in the analysis of near misses or incidents.

Note: The above statements are intended to describe the general nature and level of work being performed by the incumbent of this job. They are not intended to be an exhaustive list of all responsibilities and activities required of this position.

Position Title: Community Development Facilitator
Last amended: April 2021

Required Education and Experience:

- Bachelor's degree in Social Sciences, Social Work, Community Development, education from a recognized institution. A combination of a diploma and experience may be considered.
- 3 years of experience working in community development.

Required Certifications and/or Documentation:

- Social workers must be registered with the Alberta College of Social Workers (ACSW).
- Valid Standard First Aid CPR C and AED, ASIST (Suicide Intervention) and Mental Health First Aid certificates.
- Valid Class 5 Alberta Driver's Licence and Driver's Abstract deemed satisfactory by the City.
- Criminal Record, Child Intervention and Vulnerable Sector Checks deemed satisfactory by the City.

Expected Skills and Attributes:

- Strong work ethic and highly motivated; ability to work in a fast-paced environment and respond to requests in a timely matter.
- Able to independently and creatively conceptualize and deliver program and service plans.
- Capable of facilitating in person and virtual meetings/focus groups.
- Proficient in facilitating community development activities and developing collaborative partnerships.
- Experience with outreach practice and neighbourhood development is preferred.
- Knowledge of local and rural community resources and services is an asset.
- Strategic, analytical and creative thinking skills.
- Working knowledge of and ability to interpret relevant legislation.
- Strong interpersonal and communication skills, both verbal and written.
- Proficiency with MS Office (Word, Excel, PowerPoint, and Outlook).
- Highly skilled at efficiently prioritizing grant, departmental, and organizational accountabilities.

Working Conditions:

- Regularly working and traveling throughout the region, interacting with the public and partners, attending community events and meetings, promoting, preparing and implementing programs.
- In person and working from home office conditions; long periods of sitting, reading and concentration.
- Occasional participation required for evening or weekend commitments.
- Stress associated with risk management and the responsibility for the well-being of citizens and City staff.
- Able to independently lift and move items up to 40 lbs during peak programming seasons related to block parties, events, and community gardens.

Employee Signature

Supervisor Signature

Printed Name

Printed Name

Date

Date

SCHEDULE “A”

Position Title:	Resource and Outreach Facilitator
Classification Level:	7 – Administrator
Position Number:	
Department:	Community Support Services (CSS)
Reports to:	Coordinator, Support Services

Position Summary:

As a member of the Family and Community Resource Centre (FCRC) division, this position will play a key role in the provision of preventive social programs and services, with a focus on fostering local leadership, poverty reduction and affordability initiatives, and abundant communities. This includes, but is not limited to, community outreach, civic engagement, community development, and resource navigation of social supports for individuals, families and communities in Chestermere and Area.

Key Accountabilities:

- Outreach and civic engagement: uses a community development approach to develop and foster relationships with individuals, community groups, and neighbourhoods; engages citizens in addressing conditions impacting social determinants of health, with a focus on increasing social inclusion, reducing the impact of poverty, and increasing access to inclusive information and services through resource navigation.
- Program planning and facilitation: coordinates community initiatives building individual skills and experience, including financial empowerment, promotion of community connections, poverty education and awareness initiatives; increasing access to supports, including the improvement of access to services that meet basic needs; supports local leadership and volunteer opportunities; administers Gifts of Kindness funding and liaises with the Steering Committee; informs the development and operations of the Community Access Program, administers the program, including intake and assessment; responsible for resource navigation for clients presenting with complex socio-economic needs.
- Networking, referrals and resource development: develops and maintains partnerships with and between community stakeholders; attends assigned committee and coalition meetings; provides input into the development and implementation of CSS priorities and optimizing partnership opportunities; informs resource navigation practices by assessing local community assets and referral pathways.
- Data Collection, evaluation, report, and project budgeting: manages assigned funding applications and contract deliverables; reports on programming and service data, including client management database, contact trackers, financial reporting, client and program outputs; assesses, develops and coordinates programs through the resource centre; evaluates program impact by gathering input and feedback, utilizing evaluation tools, project budgets, analyzing reporting statistical data; identifies financial risks and funding opportunities; supports the social impact audit of the Gifts of Kindness fund.
- Appropriate and responsible use of confidential information; maintains confidentiality and security of all information related to the City.
- Demonstrates City values: **A-C-T-I-V-E** (Accountable, Connected, Transparent, Inclusive, Viable, Ethical).
- Ensures a safe and healthy work environment for staff, visitors, the community and stakeholders, e.g., participates in workplace safety initiatives, participate in formal and informal worksite safety and environment inspections and audits, ensures compliance with the City's Health and Safety Management System, reports and assists in the analysis of near misses or incidents.
- Participates as a member of the Chestermere Emergency Response team in preparing and enabling the community to respond in the event of a local or regional disaster.

Note: The above statements are intended to describe the general nature and level of work being performed by the incumbent of this job. They are not intended to be an exhaustive list of all responsibilities and activities required of this position.

Required Education and Experience:

- Post secondary education in Social Sciences.
- 3 years of related and progressive experience in resource navigation, facilitation and community development. A combination of education and experience will also be considered.
- Demonstrated experience in community development initiatives related to poverty reduction, diversity, and housing security.

Position Title: Resource and Outreach Facilitator
Last amended: July 2021

- Working knowledge of key concepts related to client centred care, harm reduction, social inclusion, self-determination, social sustainability, determinants of health and equity.
- Project management experience would be considered a strong asset.
- Grant writing and contractual reporting experience would be considered a strong asset.
- Previous experience working with multiple stakeholders would be considered an asset.

Required Certifications and/or Documentation:

- Social Workers must be registered with Alberta College of Social Workers (ACSW).
- Clear Criminal Record, Child Intervention and Vulnerable Sector Checks deemed satisfactory by the City.
- Valid Class 5 Alberta Driver's License and a Driver's Abstract deemed satisfactory by the City.
- Valid Standard First Aid CPR C and AED certificates, ASIST (Suicide Intervention) and Mental Health First Aid certificates.

Expected Skills and Attributes:

- Strong technical and advocacy skills to complete regional and government applications for subsidized services (e.g., seniors, childcare, disability benefits, low income, emergency funding, housing, etc.)
- Analytical and creative thinking skills; ability to solve problems, make decisions, negotiate and deal effectively with people in difficult situations.
- Knowledge of governance issues, e.g., policy development and interpretation.
- Strong verbal and written communication skills; ability to maintain communication to anticipate and prevent potential problems, develop and maintain positive and effective working relationships with staff, community service providers, the public and other stakeholders.
- Strong work ethic and highly motivated; ability to work in a fast-paced environment and respond to action requests and competing deadlines in a timely matter.
- Proficiency with MS Office (Word, Excel, PowerPoint, and Outlook) and virtual hosting platforms (WebEx, Teams, Zoom).

Working Conditions:

- Normal and remote office conditions; long periods of sitting, reading and concentration.
- Regularly traveling and working within the community and interacting with the public.
- Ability to lift and move items up to 40 lbs.
- Regularly working after hours or weekends to attend Council meetings, community events, facilitate community engagement activities, and attend community meetings.

Employee Signature

Supervisor Signature

Printed Name

Printed Name

Date

Date

SCHEDULE “A”

Position Title:	Resource and Outreach Facilitator
Classification Level:	8 – Programmer
Position Number:	
Department:	Community Support Services (CSS)
Reports to:	Coordinator, Support Services

Position Summary:

As a member of the Family and Community Resource Centre (FCRC) division, this position will play a key role in the provision of preventive social programs and services, with a focus on fostering local leadership, poverty reduction and affordability initiatives, and abundant communities. This includes, but is not limited to, community outreach, civic engagement, community development, and resource navigation of social supports for individuals, families and communities in Chestermere and Area.

Key Accountabilities:

- Outreach and civic engagement: uses a community development approach to develop and foster relationships with individuals, community groups, and neighbourhoods; engages citizens in addressing conditions impacting social determinants of health, with a focus on increasing social inclusion, reducing the impact of poverty, and increasing access to inclusive information and services through resource navigation.
- Program planning and facilitation: supports community initiatives building individual skills and experience, including financial empowerment, promotion of community connections, poverty education and awareness initiatives; increasing access to supports, including the improvement of access to services that meet basic needs; supports local leadership and facilitates volunteer opportunities available through the Community Support Services department; supports the development and operations of the Community Access Program, including intake and assessment; provides resource navigation assistance to individuals and families during outreach in the service area.
- Networking, referrals and resource development: develops and maintains partnerships with and between community stakeholders; attends assigned committee and coalition meetings; provides input into the development and implementation of CSS priorities and optimizing partnership opportunities; informs resource navigation practices by assessing local community assets and referral pathways.
- Data Collection, evaluation, report, and project budgeting: reports on programming and service data, including client management database, contact trackers, financial reporting, client and program outcomes; assesses, develops and administers programs through the resource centre; evaluates program impact by gathering input and feedback, utilizing evaluation tools, project budgets, analyzing reporting statistical data; identifies financial risks and funding opportunities; supports the social impact audit of the Gifts of Kindness fund.
- Appropriate and responsible use of confidential information; maintains confidentiality and security of all information related to the City.
- Demonstrates City values: **A-C-T-I-V-E** (Accountable, Connected, Transparent, Inclusive, Viable, Ethical).
- Ensures a safe and healthy work environment for staff, visitors, the community and stakeholders, e.g., participates in workplace safety initiatives, participate in formal and informal worksite safety and environment inspections and audits, ensures compliance with the City's Health and Safety Management System, reports and assists in the analysis of near misses or incidents.
- Participates as a member of the Chestermere Emergency Response team in preparing and enabling the community to respond in the event of a local or regional disaster.

Note: The above statements are intended to describe the general nature and level of work being performed by the incumbent of this job. They are not intended to be an exhaustive list of all responsibilities and activities required of this position.

Required Education and Experience:

- Post secondary education in Social Sciences.
- 2 years of related experience in resource navigation, facilitation and community development. A combination of education and experience will also be considered.
- Demonstrated experience in community development initiatives related to poverty reduction, diversity, and housing security.

Position Title: Resource and Outreach Facilitator
Last amended: July 2021

- Working knowledge of key concepts related to client centred care, harm reduction, social inclusion, self-determination, social sustainability, determinants of health and equity.
- Previous experience working with multiple stakeholders would be considered an asset.

Required Certifications and/or Documentation:

- Social Workers must be registered with Alberta College of Social Workers (ACSW).
- Clear Criminal Record, Child Intervention and Vulnerable Sector Checks deemed satisfactory by the City.
- Valid Class 5 Alberta Driver's License and a Driver's Abstract deemed satisfactory by the City.
- Valid Standard First Aid CPR C and AED certificates, ASIST (Suicide Intervention) and Mental Health First Aid certificates.

Expected Skills and Attributes:

- Strong technical and advocacy skills to complete regional and government applications for subsidized services (e.g., seniors, childcare, disability benefits, low income, emergency funding, housing, etc.)
- Analytical and creative thinking skills; ability to solve problems, make decisions, negotiate and deal effectively with people in difficult situations.
- Knowledge of governance issues, e.g., policy development and interpretation.
- Strong verbal and written communication skills; ability to maintain communication to anticipate and prevent potential problems, develop and maintain positive and effective working relationships with staff, community service providers, the public and other stakeholders.
- Strong work ethic and highly motivated; ability to work in a fast-paced environment and respond to action requests and competing deadlines in a timely matter.
- Proficiency with MS Office (Word, Excel, PowerPoint, and Outlook) and virtual hosting platforms (WebEx, Teams, Zoom).

Working Conditions:

- Normal and remote office conditions; long periods of sitting, reading and concentration.
- Regularly traveling and working within the community through outreach and interacting with the public.
- Ability to lift and move items up to 40 lbs.
- Regularly working after hours or weekends to attend Council meetings, community events, facilitate community engagement activities, and attend community meetings.

Employee Signature

Supervisor Signature

Printed Name

Printed Name

Date

Date

SCHEDULE "A"



Position Title:	Senior and Community Development Facilitator
Classification Level:	7 - Administrator
Position Number:	245210
Department:	Community Support Services (CSS)
Reports to:	Manager, Community Support Services (CSS)

Position Summary:

As a member of the Family and Community Resource Centre (FCRC) division, the Community Development Facilitator position provides professional support regarding community development programs, services, and policies that enhances the quality of life for individuals, families residing in Chestermere and Area. This position will play a key role in engaging, convening, and collaborating with community stakeholders to advance equity and social inclusion principles, building local capacity identifying community needs and opportunities, reviewing documents supporting the development of long-term social planning policies, acting as the community seniors' liaison, and supporting the coordination of preventive social programs and services.

Key Accountabilities:

- Provides professional level expertise in the implementation, monitoring, and continuous improvement of:
 - Program planning, development, implementation and evaluation: coordinates FCRC programs, services, and events; evaluates program impact by gathering input and feedback, utilizing evaluation tools, project budgets, analyzing and reporting statistical and evaluative data; participates in contract management activities, assists with financial and outcomes reports; provides support in exploring cost and operating efficiencies, identification of financial risks, and funding opportunities; informs service planning and operations.
 - Networking, referrals and resource development: develops and maintains partnerships with and between community stakeholders; facilitates, promotes, and educates the development of effective responses to identified community needs, by organizing meetings with key stakeholders and bring awareness of identified social trends; provides information and referrals to residents; liaises with relevant stakeholders to identify community priorities and solutions while promoting community development approaches.
 - Seniors community liaison: identifies and brings awareness of social issues relating to seniors; actively seeking out opportunities to ensure that seniors programs, supports, services and needs are addressed through promotion, community education, outreach; participates on assigned community collaboratives; initiates and coordinates other required activities building community capacity, fostering ownership, and increasing social inclusion. City staff Liaison - to Council Seniors Advisory Committee.
 - Community social development of guiding municipal strategies addressing social issues: coordinates activities associated with researching, developing, implementing and monitoring inclusive strategies/policies related to neighbourhoods, welcoming and inclusive communities, CMARD, poverty reduction, age friendly, etc., in consultation with the Manager, Community Support Services and collaborate with identified City staff; prepares and presents reports to various community groups, departments or Council, as required.
- Assists the Manager, Community Support Services with sensitive issues.
- Appropriate and responsible use of confidential information; maintains confidentiality and security of all information related to the City.
- Demonstrates City values: **A-C-T-I-V-E** (Accountable, Connected, Transparent, Inclusive, Viable, Ethical).
- Ensures a safe and healthy work environment for staff, visitors, the community and stakeholders, e.g., participates in workplace safety initiatives, participate in formal and informal worksite safety and environment inspections and audits, ensures compliance with the City's Health and Safety Management System, reports and assists in the analysis of near misses or incidents.

Position Title:	Senior and Community Development Facilitator
Last amended:	March 2021

- Participates as a member of the Chestermere Emergency Response team in preparing and enabling the community to respond in the event of a local or regional disaster.

Note: The above statements are intended to describe the general nature and level of work being performed by the incumbent of this job. They are not intended to be an exhaustive list of all responsibilities and activities required of this position.

Required Education and Experience:

- Bachelor's degree in Social Sciences, Social Work, Community Development, education from a recognized institution. A combination of a diploma and experience may be considered.
- 3 years of experience working in community development.

Required Certifications and/or Documentation:

- Social workers must be registered with the Alberta College of Social Workers (ACSW).
- Valid Standard First Aid CPR C and AED, ASIST (Suicide Intervention) and Mental Health First Aid certificates.
- Valid Class 5 Alberta Driver's Licence and Driver's Abstract deemed satisfactory by the City.
- Criminal Record, Child Intervention and Vulnerable Sector Checks deemed satisfactory by the City.

Expected Skills and Attributes:

- Demonstrated proficiency in facilitating community development activities and developing collaborative partnerships.
- Experience with seniors' support services and age-friendly initiatives is preferred.
- Knowledge of local community resources and services is an asset.
- Strategic, analytical and creative thinking skills.
- Working knowledge of and ability to interpret relevant legislation.
- Strong interpersonal and communication skills, both verbal and written.
- Skilled facilitator, promoter; ability to negotiate and balance the needs of stakeholders with needs of the City.
- Strong work ethic and highly motivated; ability to work in a fast-paced environment and respond to action requests in a timely matter.
- Proficiency with MS Office (Word, Excel, PowerPoint, and Outlook).

Working Conditions:

- Normal office conditions; long periods of sitting, reading and concentration.
- Regularly working and traveling throughout the region and interacting with the public.
- Regular attendance at community events and meetings, facilitation of programs. Occasional working on the weekend.
- Stress associated with risk management and the responsibility for the well-being of citizens and City staff.

Employee Signature	Supervisor Signature
Printed Name	Printed Name
Date	Date

Financial Statements

CITY OF CHESTERMERE

And Independent Auditors' Report thereon

Year ended December 31, 2020



KPMG LLP
205 5th Avenue SW
Suite 3100
Calgary AB
T2P 4B9
Telephone (403) 691-8000
Fax (403) 691-8008
www.kpmg.ca

INDEPENDENT AUDITORS' REPORT

To the Mayor and Members of Council of the City of Chestermere

Opinion

We have audited the financial statements of the City of Chestermere (the "Entity"), which comprise:

- the statement of financial position as at December 31, 2020;
- the statement of operations for the year then ended;
- the statement of changes in net financial assets for the year then ended;
- the statement of cash flows for the year then ended;
- and notes to the financial statements, including a summary of significant accounting policies

(Hereinafter referred to as the "financial statements").

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Entity as at December 31, 2020, and its results of operations, its changes in net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the "Auditors' Responsibilities for the Audit of the Financial Statements" section of our auditors' report.



We are independent of the Entity in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Entity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Entity or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Entity's financial reporting process.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.



We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the Entity's to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.



- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the group Entity to express an opinion on the financial statements. We are responsible for the direction, supervision and performance of the group audit. We remain solely responsible for our audit opinion.

KPMG LLP

Chartered Professional Accountants

Calgary, Canada
April 30, 2021

CITY OF CHESTERMERE

Statement of Financial Position

December 31, 2020, with comparative figures for 2019

	2020	2019
Financial Assets		
Cash (note 2)	\$ 4,938,989	\$ 6,672,527
Taxes and grants in place of taxes receivable (note 3)	2,247,868	1,415,738
Trade accounts receivable (note 4)	5,686,889	8,819,408
Property tax under-levy	13,412	124,468
Goods and services tax receivable	105,247	154,972
Land held for resale	10,430,838	10,313,028
Agreements receivable (notes 5, 26)	2,404,153	2,522,371
Investments (note 6)	40,149,180	30,154,180
Investment in government business enterprise (note 7)	61,798,097	64,262,178
	<u>127,774,673</u>	<u>124,438,870</u>
Liabilities		
Accounts payable and accrued liabilities (note 8)	4,316,667	5,414,865
Due to 1538974 AB Ltd. (notes 9 and 26)	7,245,779	853,100
Deposit liabilities	4,528,805	2,961,799
Deferred revenue (note 10)	17,339,842	16,087,894
Obligations under capital lease	335,136	464,945
Long-term debt (note 11)	13,095,007	17,496,568
	<u>46,861,236</u>	<u>43,279,171</u>
Net financial assets	80,913,437	81,159,699
Non-Financial Assets		
Tangible capital assets (Schedule 2)	109,454,580	120,784,560
Prepaid development credits (note 13)	4,568,673	—
Inventory held for use	238,657	331,954
Prepaid expenses	171,875	139,648
Other assets	9,951	11,400
	<u>114,443,736</u>	<u>121,267,562</u>
Commitments (note 23)		
Contingencies (note 24)		
Accumulated surplus (note 15) (Schedule 1)	<u>\$ 195,357,173</u>	<u>\$ 202,427,261</u>

See accompanying notes to financial statements.

Approved on behalf of the Council:



Mayor



Councillor

CITY OF CHESTERMERE

Statement of Operations

Year ended December 31, 2020, with comparative figures for 2019

	Budget	2020	2019
Revenue:			
Net municipal property taxes (note 18)	\$ 19,885,632	\$ 19,548,781	\$ 19,679,142
Sale of goods and user charges (note 26)	6,745,780	6,002,081	5,548,811
Penalties and costs on taxes	333,861	248,824	323,516
Licenses and permits	1,095,175	1,473,634	1,022,694
Investment income	78,000	829,435	934,088
Government transfers for operating (note 19)	1,853,510	2,823,722	1,854,214
	29,991,958	30,926,477	29,362,465
Expenses (note 20) (Schedule 3a):			
Legislative	474,564	430,609	519,568
Administration	5,789,375	5,752,156	5,313,702
Protective services	8,682,698	8,035,821	8,138,919
Road, streets, walks and lighting	9,769,926	9,487,175	8,796,729
Environmental services	1,307,146	1,423,901	577,150
Family and community support	1,956,004	1,627,714	1,975,001
Planning and development	3,695,453	3,284,515	3,114,982
Parks and recreation	3,679,918	3,351,636	3,617,951
Culture	711,829	609,463	691,712
Loss on disposal of tangible capital assets	—	(3,076)	—
	36,066,913	33,999,914	32,745,714
Operating annual deficit	(6,074,955)	(3,073,437)	(3,383,249)
Other:			
Government transfers for capital (note 19)	6,108,000	1,339,766	5,871,241
Developer levies	—	1,766,766	4,715,142
Contributed tangible capital assets	—	1,787,780	887,207
Contribution of tangible capital assets to related party (note 26)	—	(6,426,881)	(1,589,100)
Subsidiary operations (note 25)	—	(2,464,082)	(2,506,380)
Annual surplus (deficit)	33,045	(7,070,088)	3,994,861
Accumulated surplus, beginning of year (note 15)	202,495,837	202,427,261	198,432,400
Accumulated surplus, end of year (note 15)	\$ 202,528,882	\$ 195,357,173	\$ 202,427,261

See accompany notes to financial statements.

CITY OF CHESTERMERE

Statement of Changes in Net Financial Assets

Year ended December 31, 2020, with comparative figures for 2019

	Budget	2020	2019
Annual surplus (deficit)	\$ 33,045	\$ (7,070,088)	\$ 3,994,861
Acquisition of tangible capital assets	(13,709,500)	(1,684,741)	(13,493,738)
Contributed tangible capital assets	—	(1,787,780)	(887,207)
Contribution of tangible capital assets to related party (note 26)	—	6,426,881	1,589,100
Amortization of tangible capital assets	8,266,412	8,299,820	7,102,839
Proceeds on disposal of tangible capital assets	—	78,876	—
Loss on disposal of tangible capital assets	—	(3,076)	—
	(5,443,088)	11,329,980	(5,689,006)
Increase in prepaid development credits	—	(4,568,673)	—
Increase in supplies inventory	—	93,297	(331,954)
Increase in prepaid expenses	—	(32,227)	(25,619)
Decrease in other assets	—	1,449	1,550
	—	(4,506,154)	(356,023)
Decrease in net financial assets	(5,410,043)	(246,262)	(2,050,168)
Net financial assets, beginning of year	81,159,699	81,159,699	83,209,867
Net financial assets, end of year	\$ 75,749,656	\$ 80,913,437	\$ 81,159,699

See accompanying notes to financial statements.

CITY OF CHESTERMERE

Statement of Cash Flows

Year ended December 31, 2020, with comparative figures for 2019

	2020	2019
Cash provided by (used in):		
Operating activities:		
Excess (deficit) of revenue over expenses	\$(7,070,088)	\$ 3,994,861
Non-cash items included in excess of revenue over expenses:		
Amortization of tangible capital assets (Schedules 1 and 2)	8,299,820	7,102,839
Loss on disposal of tangible capital assets	(3,076)	—
Contributed tangible capital assets (Schedule 1)	(1,787,780)	(887,207)
Contribution of tangible capital assets to related party (note 26)	6,426,881	1,589,100
Changes in non-cash working capital:		
(Increase) decrease in taxes and grants in place of taxes receivable	(832,130)	389,375
Decrease (increase) in trade accounts receivable	3,132,519	(5,264,380)
Decrease (increase) in property tax under-levy	111,056	(160,442)
Decrease in goods and services tax receivable	49,725	6,617
Increase in land held for resale	(117,810)	(374,971)
Increase in prepaid development credits	(4,568,673)	—
Decrease (increase) in inventory for consumption	93,297	(331,954)
Increase in prepaid expenses	(32,227)	(25,619)
Decrease in other assets	1,449	1,550
(Decrease) increase in accounts payable and accrued liabilities	(1,098,198)	710,644
Increase in deposit liabilities	1,567,006	574,009
Increase (decrease) in deferred revenue	1,251,948	(1,268,762)
	5,423,719	6,055,660
Capital activities:		
Acquisition of tangible capital assets	(1,684,741)	(13,493,738)
Proceeds on disposal of tangible capital assets	78,875	—
	(1,605,866)	(13,493,738)
Investing activities:		
(Increase) decrease in investments	(9,995,000)	6,794,683
Decrease in investments in government business enterprise	2,464,081	2,506,380
	(7,530,919)	9,301,063
Financing activities:		
Increase in Due to 1538974 AB Ltd.	6,392,679	232,634
Decrease in agreements receivable (note 5)	118,218	114,464
Long-term debt issued	—	4,428,092
Long-term debt and capital leases repaid	(4,531,370)	(2,108,301)
	1,979,527	2,666,889
(Decrease) increase in cash during the year	(1,733,539)	4,529,874
Cash, beginning of year	6,672,527	2,142,653
Cash, end of year	\$ 4,938,988	\$ 6,672,527

See accompanying notes to financial statements.

CITY OF CHESTERMERE

Notes to Financial Statements

Year ended December 31, 2020, with comparative figures for 2019

1. Significant accounting policies:

The City of Chestermere (the "City") is a municipality in the Province of Alberta. The financial statements are the representations of management prepared in accordance with Canadian public sector accounting standards established by the Public Sector Accounting Board of CPA Canada. Significant accounting policies adopted by the City are as follows:

(a) Reporting entity:

The financial statements reflect the assets, liabilities, revenue and expenditures, changes in net financial assets and change in financial position of the reporting entity. This entity is comprised of the municipal operations plus all the organizations that are owned or controlled by the City and are, therefore, accountable to the City Council for the administration of their financial resources.

1538974 Alberta Limited, a subsidiary corporation controlled by the City of Chestermere, is accounted for on a modified equity basis, consistent with the Canadian generally accepted accounting treatment for government business enterprises. Under the modified equity basis, the business enterprise is not consolidated, its accounting policies are not adjusted to conform with those of the City, and inter-organizational transactions and balances are not eliminated.

Taxes levied (note 18) include operating requisitions for educational and other external organizations that are not controlled by the City Council.

The financial statements exclude trust assets that are administered for the benefit of external parties. Interdepartmental and organizational transactions and balances are eliminated.

(b) Basis of accounting:

The financial statements are prepared using the accrual basis of accounting. The accrual basis of accounting records revenue as it is earned and measurable. Expenses are recognized as they are incurred and measurable based upon receipt of goods or services and/or the legal obligation to pay.

Funds from external parties and earnings thereon restricted by agreement or legislation are accounted for as deferred revenue until used for the purpose specified.

Government transfers, contributions and other amounts are received from third parties pursuant to legislation, regulation or agreement and may only be used for certain programs in the completion of specific work, or for the purchase of tangible capital assets. In addition, certain user charges and fees are collected for which the related services have yet to be performed. Revenue is recognized in the period when the related expenses are incurred, services performed or the tangible capital assets are acquired.

CITY OF CHESTERMERE

Notes to Financial Statements

Year ended December 31, 2020, with comparative figures for 2019

1. Significant accounting policies (continued):**(c) Use of estimates:**

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the period. Where measurement uncertainty exists, the financial statements have been prepared within reasonable limits of materiality. Actual results could differ from those estimates. The useful lives and related amortization of tangible capital assets represent an area where management makes significant estimates and assumptions in determining the amounts to be recorded in the financial statements.

In January 2020, the World Health Organization declared the Novel Coronavirus (COVID-19) outbreak a global health emergency and on March 11, 2020, it was declared a global pandemic. This has resulted in governments worldwide, including the Canadian and Alberta governments, enacting emergency measures to combat the spread of the virus. These measures, which include the implementation of travel bans, self-imposed quarantine periods, closures of non-essential businesses, and physical distancing, have caused material disruption to businesses worldwide, resulting in an economic slowdown.

While the disruption caused by COVID-19 is currently expected to be temporary, there is considerable uncertainty around its duration. The COVID-19 pandemic presents uncertainty over future cash flows, may cause significant changes to the City's assets or liabilities and may have a significant impact on its future operations. During the year ended December 31, 2020, the COVID-19 pandemic has resulted in the delay of some capital projects and reduction in enforcement revenues. Other notable impacts include deferred filling of staffing vacancies, increased staff absences due to isolation and/or illness and mental wellness gaps. Any related financial impact of COVID-19 on future periods cannot be reasonably estimated at this time.

As at the reporting date, the City has determined that COVID-19 has had no significant impact on its accounting policies, contracts or lease agreements, the assessment of provisions and contingent liabilities, or the timing of revenue recognition, except for the implementation of the tax and utility deferral programs. The City continues to manage liquidity risk by forecasting and assessing cash flow requirements on an ongoing basis. As at December 31, 2020, the City continues to meet its contractual obligations within normal payment terms and the City exposure to credit risk remains largely unchanged.

(d) Cash and investments:

Cash is comprised of cash deposits held with Canadian chartered banking institutions as well as petty cash on hand.

CITY OF CHESTERMERE

Notes to Financial Statements

Year ended December 31, 2020, with comparative figures for 2019

1. Significant accounting policies (continued):

(d) Cash and investments (continued):

Investments are recorded at amortized cost. Investment premiums and discounts are amortized on the net present value basis over the term of the respective investments. When there has been a loss in value that is other than a temporary decline, the respective investment is written down to recognize the loss.

(e) Requisition over-levy and under-levy:

Over-levies and under-levies arise from the difference between the actual levy made to cover each requisition and the actual amount requisitioned. If the actual levy exceeds the requisition, the over-levy is accrued as a liability and property tax revenue is reduced. In situations where the actual levy is less than the requisition amount, the under-levy is accrued as a receivable and reflected as property tax revenue. Requisition tax rates in the subsequent year are adjusted for any over-levies or under-levies of the prior year.

(f) Land held for resale:

Land held for resale is recorded at the lower of cost or net realizable value. Cost includes costs for land acquisition and improvements required to prepare the land for servicing such as clearing, stripping and levelling charges. Related development costs incurred to provide infrastructure such as roads, sidewalks and street lighting are recorded as fixed assets under their respective function.

(g) Tax revenue:

Tax revenue is recognized when the tax has been authorized by the bylaw and the taxable event has occurred. Requisitions operate as a flow through and are excluded from municipal property tax revenue.

(h) Liability for contaminated sites:

Contaminated sites are a result of contamination being introduced into air, soil, water or sediment of a chemical, organic or radioactive material or live organism that exceeds the maximum acceptable concentrations under an environmental standard. This standard relates to sites that are not in productive use and sites in productive use where an unexpected event resulted in contamination. A liability for remediation of contaminated sites is recognized when all of the following criteria are met:

- an environmental standard exists;
- contamination exceeds the environmental standard;
- the City is directly responsible or accepts responsibility;
- the City expects future economic benefits will be expended; and
- a reasonable estimate of the liability amount can be made.

CITY OF CHESTERMERE

Notes to Financial Statements

Year ended December 31, 2020, with comparative figures for 2019

1. Significant accounting policies (continued):**(i) Government transfers:**

Government transfers are the transfer of assets from senior levels of government that are not the result of an exchange transaction, are not expected to be repaid in the future, or the result of a direct financial return.

Government transfers are recognized in the financial statements as revenue in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met by the City, and reasonable estimates of the amounts can be determined.

(j) Equity in investments:

Equity in investments includes the City's net investment in a subsidiary corporation, 1538974 AB Ltd. The amount consists of the original investment in common shares, plus the proportionate share of cumulative earnings of the subsidiary.

(k) Non-financial assets:

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the normal course of operations. The change in non-financial assets during the year, together with the excess of revenue over expenses, provides the change in net financial assets for the year.

(i) Tangible capital assets:

Tangible capital assets are recorded at cost, which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. During 2020 the City has capitalized interest costs associated with the construction of a tangible capital asset of \$64,299 (2019 - nil). The cost, less residual value, of tangible capital assets is amortized on a straight-line basis over the estimated useful life as follows:

	Years
Land improvements	15-45
Buildings	25-50
Engineered structures – Roadway system	5-60
Machinery and equipment	5-40
Vehicles	10-25

There is an amortization charge in the year of acquisition and no amortization charge in the year of disposal. Assets under construction are not amortized until the asset is available for productive use.

CITY OF CHESTERMERE

Notes to Financial Statements

Year ended December 31, 2020, with comparative figures for 2019

1. Significant accounting policies (continued):

(k) Non-financial assets (continued):

(ii) Contributions of tangible capital assets:

Tangible capital assets received as contributions are recorded at fair value at the date of receipt and are recorded as other revenue.

(iii) Leases:

Leases are classified as capital or operating leases. Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as capital leases. All other leases are accounted for as operating leases and the related lease payments are charged to expenses as incurred.

(iv) Inventories:

Inventories held for consumption are recorded at the lower of cost and replacement cost.

(l) Future accounting pronouncements:

The Public Sector Accounting Board recently announced the following accounting pronouncements:

(i) Financial instruments:

This accounting pronouncement establishes standards on how to account for and report all types of financial instruments including derivatives. Financial instruments include primary instruments and derivative instruments. It is effective for fiscal years beginning on or after April 1, 2022 for governments, with early adoption encouraged. This section must be adopted at the same time as foreign currency translation.

(ii) Foreign currency translation:

This accounting pronouncement establishes standards on how to account for and report transactions that are denominated in a foreign currency in government financial statements. It is effective for fiscal years beginning on or after April 1, 2022 for governments, with early adoption encouraged. This section must be adopted at the same time as financial instruments.

(iii) Asset retirement obligations:

In August 2018, the Public Sector Accounting Board issued this accounting standard that addresses the reporting of legal obligations associated with the retirement of tangible capital assets. This new standard takes effect for annual reporting periods beginning on or after April 1, 2022 with early adoption permitted.

CITY OF CHESTERMERE

Notes to Financial Statements

Year ended December 31, 2020, with comparative figures for 2019

1. Significant accounting policies (continued):

(i) Future accounting pronouncements (continued):

(iv) Revenue:

This Section establishes standards on how to account for and report on revenue. Specifically, it differentiates between revenue arising from transactions that include performance obligations, referred to as "exchange transactions", and transactions that do not have performance obligations, referred to as "non-exchange transactions". This new standard takes effect for annual reporting periods beginning on or after April 1, 2023.

Management is assessing the impact of the adoption of these standards which is not known or reasonably estimable at this time.

2. Cash:

	2020	2019
Cash	\$ 4,938,189	\$ 6,671,727
Petty cash	800	800
	<u>\$ 4,938,989</u>	<u>\$ 6,672,527</u>

The City has an available operating loan of \$2,500,000, bearing interest at the bank's prime rate with an effective rate of 2.45% per annum (2019 – 3.95%), of which \$2,500,000 remained unused at December 31, 2020 and 2019. This operating loan is unsecured.

3. Taxes and grants in place of taxes receivable:

	2020	2019
Taxes in arrears	\$ 1,531,222	\$ 454,558
Current taxes and grants in place of taxes	527,600	756,380
Local improvement levies	189,046	204,800
	<u>\$ 2,247,868</u>	<u>\$ 1,415,738</u>

CITY OF CHESTERMERE

Notes to Financial Statements

Year ended December 31, 2020, with comparative figures for 2019

4. Trade accounts receivable:

	2020	2019
Developer levies receivable - current	\$ 3,026,112	\$ 4,318,890
Accounts receivable	1,908,289	1,734,160
Grants receivable	130,176	1,294,754
Mortgages receivable	82,156	87,156
	\$ 5,146,733	\$ 7,434,960
Developer levies receivable – non-current	540,156	1,384,448
	\$ 5,686,889	\$ 8,819,408

Mortgages receivable are amounts outstanding from City residents that have agreed to purchase property adjacent to their existing lot surrounding Chestermere Lake which was purchased by the City from Western Irrigation District. These mortgages receivable have a maturity date no later than 2035 and are non-interest bearing and unsecured.

5. Agreements receivable:

	2020	2019
Alberta Capital Finance Authority ("ACFA") – Great Plains Debenture (note 13)	\$ 1,849,726	\$ 1,967,944
1538974 AB Ltd. – promissory note	554,427	554,427
	2,404,153	2,522,371
Less: current portion	(122,094)	(118,218)
	\$ 2,282,059	\$ 2,404,153

CITY OF CHESTERMERE

Notes to Financial Statements

Year ended December 31, 2020, with comparative figures for 2019

5. Agreements receivable (continued):

Principal and interest repayments on the ACFA Great Plains Debenture are due as follows:

	Principal	Interest	Total
2021	\$ 122,094	\$ 59,187	\$ 181,281
2022	126,098	55,183	181,281
2023	130,234	51,047	181,281
2024	134,505	46,776	181,281
2025	138,916	42,365	181,281
Thereafter	1,197,879	161,730	1,359,609
	<u>\$ 1,849,726</u>	<u>\$ 416,288</u>	<u>\$ 2,266,014</u>

The 1538974 AB Ltd. promissory note receivable relates to the ACFA debenture that was assigned to 1538974 AB Ltd. on December 13, 2013. The ACFA debenture consists of a long-term financing arrangement between the City and ACFA for the construction of the Great Plains Sanitary Sewer Line. The term of this financing is over 20 years with payments to include principal and interest.

The 1538974 AB Ltd. promissory note receivable in the amount of \$554,427 is unsecured and bears interest at an annual compounding rate of 2.44% (2019 – 2.44%). The principal portion is due in full on December 31, 2023.

6. Investments:

	2020	2019
Toronto Dominion Deposit Note maturing 2032 fixed until 2027 with interest rate of 3.06% floating 2032	\$ 2,865,765	\$ 2,868,668
Royal Bank of Canada Stripped Bond maturing 2021 with interest rate of 3.45%	2,645,786	2,581,610
Bank of Nova Scotia Deposit Note expiring 2029 with interest rate of 2.84%	2,020,005	2,023,305
CIBC unsecured debenture expiring 2029 with interest rate of 2.95%	2,017,035	2,021,631
Bank of Nova Scotia Fixed Flat Rate Deposit Note maturing 2027 with interest rate of 2.58%	1,992,324	1,987,577
Bank of Montreal Deposit Note maturing 2026 fixed 2021 with interest rate of 3.32%, floating	1,981,971	1,984,178
Toronto Dominion Bank Flat Rate Deposit Note maturing 2021 with interest rate of 6.63%	1,616,410	1,679,058
Bank of Montreal Growers Index Principal Protected Note maturing 2029 with market indexed rate	1,092,400	1,092,400
Bank of Montreal Deposit Note maturing 2027 fixed 2022 with interest rate of 2.57%, floating	904,809	902,542

CITY OF CHESTERMERE

Notes to Financial Statements

Year ended December 31, 2020, with comparative figures for 2019

6. Investments (continued):

	2020	2019
CIBC Deposit Note maturing 2028 fixed 2023 with interest rate of 3.45%, floating	138,051	138,189
BNS Index Callable % undetermined matures Sep 2, 2030	4,247,700	—
CIBC Call Linear Note 2.33% matures Jun 12, 2030	3,050,000	—
CIBC Call Linear 1.60% matures Sep 14, 2030	3,000,000	—
CIBC Fixed 2025 1.50% Float 2030 matures Jul 21, 2030	2,992,528	—
BNS Ext 1.61% matures Oct 23, 2030	2,416,000	—
CIBC Call Linear 1.85% matures Jul 17, 2030	2,292,000	—
BNS Equity AC Deposit % undetermined matures Feb 10, 2027	2,000,300	—
BMO Growers Index Linked, % undetermined matures Feb 11, 2030	1,500,000	—
CIBC Canada Telcom Index % undetermined matures Sep 29, 2027	1,248,800	—
CIBC Flat Rate Deposit Note maturing 2025 with interest rate of 2.25%	—	2,890,000
Bank of Nova Scotia Deposit Note maturing 2029 with interest rate of 3.0%	—	2,353,000
CIBC Linear Deposit Note expiring 2029 with interest rate of 3.0%	—	2,116,000
Bank of Nova Scotia Principal Protected Note maturing 2022 with a rate of return indexed on S&P/TSX	—	2,000,000
Toronto Dominion Bank Principal Protected Note maturing 2022 with a market indexed rate	—	1,234,100
Bank of Montreal Principal Protected Note maturing 2022 with a rate of return indexed on S&P/TSX	—	1,200,000
Bank of Nova Scotia Principal Protected Note maturing 2023 with a rate of return indexed on S&P/TSX	—	1,000,000
	\$ 40,021,884	\$ 30,072,258

	2020	2019
Short term		
CIBC Wood Gundy Cash Account	\$ 127,296	81,922
Total investments	\$ 40,149,180	\$ 30,154,180

CITY OF CHESTERMERE

Notes to Financial Statements

Year ended December 31, 2020, with comparative figures for 2019

6. Investments (continued):

The City of Chestermere holds funds that are restricted in their use and are to be utilized as funding for capital projects and to meet trust obligations. Since the projects have not been completed for which the funding has been received, \$20,558,614 (2019 – \$20,611,612) of the investment funds are not available for general use by the city. During the year, the City's unrealized gain on investments was \$490,290 (2019 – \$16,225).

7. Investment in government business enterprise:

	2020	2019
1538974 Alberta Limited - 100% ownership:		
Common voting shares (56,050,123 shares)	\$ 56,050,123	\$ 56,050,123
Cumulative share of earnings	5,747,974	8,212,055
	<u>\$ 61,798,097</u>	<u>\$ 64,262,178</u>

8. Accounts payable and accrued liabilities:

	2020	2019
Accrued liabilities	\$ 1,632,635	\$ 2,452,310
Trade accounts payable	1,424,557	1,891,097
Accrued vacation, sick leave, and short-term disability		
benefits payable	1,216,814	1,018,595
Accrued interest payable	42,661	52,863
	<u>\$ 4,316,667</u>	<u>\$ 5,414,865</u>

Sick leave and short-term disability benefits payable represent the estimated liability based on the City's recent years' experience. Accrued vacation liability represents the vacation that employees have earned and are entitled to within the next year.

CITY OF CHESTERMERE

Notes to Financial Statements

Year ended December 31, 2020, with comparative figures for 2019

9. Due to 1538974 Alberta Limited:

	2020	2019
Due to 1538974 AB Ltd.	\$ 2,490,716	\$ 20,196
Due to 1538974 AB Ltd. - developer levies	4,755,063	832,904
	\$ 7,245,779	\$ 853,100

Amounts due to 1538974 AB Ltd. are unsecured, non-interest bearing and repayable on demand.

10. Deferred revenue:

	2020	2019
Municipal Sustainability Initiative – capital	\$ 10,095,601	\$ 10,694,477
Developer Levies	4,779,158	3,698,259
Deferred operating grants	1,283,053	367,107
Federal Gas Tax Fund	1,077,609	1,199,156
Other deferred revenue	104,421	128,895
	\$ 17,339,842	\$ 16,087,894

(a) Municipal Sustainability Initiative:

The Municipal Sustainability Initiative ("MSI") is a funding program aimed at providing financial support for critical core and community infrastructure projects and includes incentives to encourage collaboration and cooperation between neighboring municipalities. This population-based funding program includes operating, capital and affordable housing components. The balance represents funds brought forward from 2019 of \$10,694,477 (2018 – \$12,021,106), plus grant funds received in the current year of nil (2019 – \$3,051,064), plus accrued interest of \$247,195 (2019 – \$213,546), less \$846,071 (2019 – \$4,591,239) recognized as revenue in 2020.

CITY OF CHESTERMERE

Notes to Financial Statements

Year ended December 31, 2020, with comparative figures for 2019

10. Deferred revenue (continued):**(b) Federal Gas Tax Fund:**

The Federal Gas Tax Fund is a per capita grant to assist municipalities in addressing their sustainable municipal capital infrastructure needs. The program is supported through the allocation to Alberta Municipalities of a portion of the federal gasoline tax. Funding under this program is subject to the province receiving the funding from the federal government. The program provides conditional grants for capital-related projects which meet the program eligibility criteria. There is no requirement for a municipal funding contribution to projects accepted under this program. The balance represents funds brought forward from 2019 of \$1,199,156 (2018 – \$1,600,620), plus grant funds received in the current year of nil (2019 – nil) plus accrued interest of \$26,703 (2019 – \$30,924), less \$148,250 recognized as revenue in 2020 (2019 – \$432,388).

All of the unexpended funds held in deferred revenue are supported by investments as outlined in note 6.

11. Long-term debt:

	2020	2019
Debenture – Police building	\$ 2,080,598	\$ 2,732,814
Debenture – City hall building	1,292,132	1,576,357
Debenture – Public works building and addition	361,801	396,482
Debenture – CRCA operating	226,949	262,029
Debenture – Weed Harvesters	89,791	104,676
Tax supported debentures	4,051,271	5,072,358
Toronto Dominion loan - operating	5,742,468	6,562,500
Self-supported debentures – operating (note 5)	1,849,726	1,967,944
Toronto Dominion facility	1,448,542	3,890,766
Western Irrigation District Scholarship	3,000	3,000
	13,095,007	17,496,568
Less: Current portion	(2,013,931)	(1,970,337)
	\$ 11,081,076	\$ 15,526,231

CITY OF CHESTERMERE

Notes to Financial Statements

Year ended December 31, 2020, with comparative figures for 2019

11. Long-term debt (continued):

Principal and interest are due as follows:

	Principal	Interest	Total
2021	\$ 2,013,931	\$ 397,707	\$ 2,411,638
2022	2,183,972	326,948	2,510,920
2023	2,233,132	253,544	2,486,676
2024	1,546,323	183,839	1,730,162
2025	1,210,786	133,842	1,344,628
Thereafter	3,906,863	271,162	4,178,025
	\$ 13,095,007	\$ 1,567,042	\$ 14,662,049

Debenture debts, including self-supported debentures, are repayable to Alberta Capital Finance Authority and bear interest at rates ranging from 3.08% to 6.38% per annum, before provincial subsidy, and mature from 2023 to 2033. The weighted average interest rate is 3.38% (2019 – 3.62%). Debenture debt is issued on the credit and security of the City of Chestermere at large.

The Toronto Dominion loan bears interest at the bank's prime rate less 1.00% with an effective interest rate of 1.45% per annum (2019 – 2.95%) and is repayable over ten years with monthly principal payments of \$68,336 plus interest. The Toronto Dominion loan is unsecured.

During 2017, a borrowing bylaw was approved for the construction of Township Road 240 with a debt limit set at \$14 million. A second Toronto Dominion facility was established bearing interest at the bank's prime rate less 1.00% per annum, repayable in monthly interest payments plus annual principal payments of \$10,000 until December 31, 2021, at which time the loan converts to a ten-year amortization period with monthly blended principal and interest payments of \$12,885. The Toronto Dominion facility is unsecured. As at December 31, 2020 there were \$1,448,542 (2019 – \$3,890,766) funds drawn on the debt facility.

The Toronto Dominion loan and facility are subject to certain non-financial covenants, in addition to the financial covenant of requiring the City to comply with the Municipal Government Act's debt limit (note 14). The City is in compliance with these covenants as at December 31, 2020.

The Western Irrigation District Scholarship obligation is payable to the Olds College Foundation, bears no interest, and matures in 2022, repayable in the amount of \$1,000 per year.

CITY OF CHESTERMERE

Notes to Financial Statements

Year ended December 31, 2020, with comparative figures for 2019

12. Debt limit:

Section 276(2) of the Municipal Government Act requires that debt and debt limits as defined by Alberta Regulation 255/00 for the City of Chestermere be disclosed as follows:

	2020	2019
Total debt limit	\$ 49,039,865	\$ 51,116,411
Total long-term debt (note 11)	(13,430,143)	(17,496,568)
Unused total debt limit capacity	\$ 35,609,722	\$ 33,619,843
Debt service limit	\$ 8,173,311	\$ 8,519,402
Debt servicing (note 11)	(2,514,154)	(2,511,004)
Unused service on debt limit capacity	\$ 5,659,157	\$ 6,008,398

The debt limit is calculated at 1.5 times revenue of the municipality (as defined in Alberta Regulation 255/00) and the debt service limit is calculated at 0.25 times such revenue. Incurring debt beyond these limitations requires approval by the Minister of Municipal Affairs. The calculation taken alone does not represent the financial stability of the City. Rather, the financial statements must be interpreted as a whole. These thresholds are guidelines used by Alberta Municipal Affairs to identify municipalities that could be at financial risk if further debt is acquired.

Section 3 c. of the Capital Financing and Debt Management Council Policy #448 further restricts the debt level to 75% of the maximum level established by the Provincial regulation. The internally restricted total debt limit for 2020 is \$36,779,899 (2019 – \$38,337,308). The unused internally restricted total debt limit capacity for 2020 is \$23,349,756 (2019 – \$20,840,740).

13. Prepaid development credits:

	2020	2019
Rainbow Road Sanitary Trunk Phase 2	\$ 2,617,103	\$ –
Rainbow Road Sanitary Tie-In*	1,551,570	–
Chestermere Boulevard Design	400,000	–
	\$ 4,568,673	\$ –

* Part of the Sanitary Trunk Distribution West

CITY OF CHESTERMERE

Notes to Financial Statements

Year ended December 31, 2020, with comparative figures for 2019

13. Prepaid development credits (continued):

Prepaid development credits are related to authorized offsite eligible capital projects being constructed and funded by the development community. Prepaid development credits are provided in lieu of offsite levy revenue and is tracked based on each eligible category, to ensure cross-subsidization does not occur. The timing of recording the activity is based on when an applicable development agreement is executed.

14. Equity in tangible capital assets:

	2020	2019
Tangible capital assets (Schedule 2)	\$ 186,242,700	\$ 189,658,780
Accumulated amortization (Schedule 2)	(76,788,120)	(68,874,220)
Long-term debt (note 11)	(13,095,007)	(17,496,568)
Operating portion of long-term debt (note 11)	7,819,143	8,792,473
Capital leases	(335,136)	(464,945)
	\$ 103,843,580	\$ 111,615,520

15. Accumulated surplus:

Accumulated surplus consists of restricted and unrestricted amounts and equity in tangible capital assets as follows:

	2020	2019
Unrestricted surplus	\$ 69,709,924	\$ 70,444,191
Restricted surplus accounts:		
General Stabilization	9,597,418	7,241,453
Municipal New Capital Projects	2,329,736	1,593,882
Infrastructure Lifecycle, maintenance and replacement	6,068,336	5,200,979
Special projects	4,913,682	4,857,008
Developer levy	(1,105,503)	1,474,228
	21,803,669	20,367,550
Equity in tangible capital assets (note 14)	103,843,580	111,615,520
	\$ 195,357,173	\$ 202,427,261

CITY OF CHESTERMERE

Notes to Financial Statements

Year ended December 31, 2020, with comparative figures for 2019

16. Segmented disclosure:

The City of Chestermere provides a range of services to its ratepayers. For each reported segment, revenues and expenses represent both amounts that are directly attributable to the segment and amounts that are allocated on a reasonable basis. The accounting policies used in these segments are consistent with those followed in the preparation of the financial statements as disclosed in note 1.

Refer to the Schedule of Segmented Disclosure (Schedule 3a).

17. Trust funds:

	2020	2019
Trust funds	\$ 18,074	\$ 18,074

The amount disclosed as a liability for the trusts is offset by cash held in a separate bank accounts relating to Chestermere Conrich Regional Board and Roots of Empathy that are equal to the trust liabilities. Neither the assets nor the liabilities are recorded on the Statement of Financial Position.

18. Taxes levied:

	Budget (note 27)	2020	2019
Taxation:			
Real property taxes	\$ 29,329,417	\$ 28,944,676	\$ 28,879,444
Linear property taxes	—	372,331	377,793
	29,329,417	29,317,007	29,257,237
Requisitions:			
Alberta School Foundation Fund	9,443,785	9,768,226	9,578,095
Net municipal taxes	\$ 19,885,632	\$ 19,548,781	\$ 19,679,142

CITY OF CHESTERMERE

Notes to Financial Statements

Year ended December 31, 2020, with comparative figures for 2019

19. Government transfers:

	Budget (note 27)	2020	2019
Transfers for operating:			
Provincial government	\$ 1,731,219	\$ 2,728,891	\$ 1,732,430
Other local governments	122,291	94,831	121,784
	1,853,510	2,823,722	1,854,214
Transfers for capital:			
Provincial government	—	1,339,766	5,871,241
Total government transfers	\$ 1,853,510	\$ 4,163,488	\$ 7,725,455

20. Expenses by object:

	Budget (note 27)	2020	2019
Expenses by object:			
Salaries, wages and benefits	\$ 15,942,343	\$ 15,327,726	\$ 14,373,738
Amortization of tangible capital assets	8,266,412	8,299,820	7,102,839
Contracted and general services	4,810,724	4,092,571	4,441,258
Purchases from other governments	3,683,325	3,080,627	3,913,497
Goods and supplies	2,170,234	2,095,916	1,793,822
Transfers to individuals and organizations	970,992	885,769	868,245
Interest on long-term debt	198,774	192,414	229,473
Bank charges and short-term interest	24,109	28,147	22,842
(Gain) loss on disposal of tangible capital assets	—	(3,076)	—
Total expenses	\$ 36,066,913	\$ 33,999,914	\$ 32,745,714

CITY OF CHESTERMERE

Notes to Financial Statements

Year ended December 31, 2020, with comparative figures for 2019

21. Salary and benefits disclosure:

Disclosure of salaries and benefits for elected municipal officials, the Chief Administrative Officer and designated officers as required by Alberta Regulation 313/2000 is as follows:

	2020			2019
	Salary ⁽¹⁾	Benefits and allowance ⁽²⁾	Total	Total
Mayor Chalmers	\$ 76,800	\$ 9,030	\$ 85,830	\$ 100,171
Councillor Bold	34,800	3,234	38,034	40,212
Councillor Burness	34,800	2,504	37,304	40,734
Councillor Foat	35,006	421	35,427	42,669
Councillor Kind	37,048	3,325	40,373	47,556
Councillor Narayan	36,647	2,127	38,774	47,043
Councillor Young	36,199	2,231	38,430	45,255
Chief Administrative Officer	291,741	34,355	326,096	295,716
	\$ 583,041	\$ 57,227	\$ 640,268	\$ 659,356

(1) Salary includes regular base pay and any other direct cash remuneration.

(2) Employer's share of all employee benefits and contributions or payments made on behalf of employees including retirement pension, Canada pension plan (CPP), employment insurance (EI), health care, dental coverage, vision coverage, group life insurance, accidental disability/dismemberment insurance, long and short term disability plans, professional memberships, tuition, conferences, travel & subsistence, cellular phone, computer/laptops, clothing, mileage and moving expenses.

22. Local Authorities Pension Plan:

Employees of the City participate in the Local Authorities Pension Plan ("LAPP"), which is covered by the Alberta Public Sector Pension Plan Act. The Plan has a membership of 266,000 people. The LAPP is financed by employer and employee contributions and investment earnings of the LAPP Fund.

Contributions for current service are recorded as expenditures in the year in which they become due.

The City is required to make current service contributions to the LAPP of 9.39% of pensionable earnings up to the year's maximum pensionable earnings under the Canada Pension Plan and 13.84% on pensionable earnings above this amount. Employees of the City are required to make

CITY OF CHESTERMERE

Notes to Financial Statements

Year ended December 31, 2020, with comparative figures for 2019

22. Local Authorities Pension Plan (continued):

current service contributions of 8.39% of pensionable salary up to the year's maximum pensionable salary and 12.84% on pensionable salary above this amount.

Total current service contributions by the City to the LAPP in 2020 were \$1,141,648 (2019 – \$976,227). Total current service contributions by the employees of the City to the LAPP in 2020 were \$1,033,557 (2019 – \$883,723).

At December 31, 2019, the LAPP disclosed an actuarial surplus of \$7.91 million.

23. Commitments:

During 2005, the existing Storm Water Discharge Agreement, Lake Management Agreement, and Western Irrigation District Offsite Levies Agreement, were replaced with the Use of Works Agreement between the City and Western Irrigation District. Under this agreement, which is to be managed on a permanent and cooperative basis, the City must remit to the Western Irrigation District annual payments on or before August 1 of each year in perpetuity. These payments are expected to remain consistent subject only to changes based on the Consumer Price Index realized in each respective year, and the payment in 2021 is expected to be \$208,377 (2020 payment was \$207,293).

The City has operating leases for vehicles. The leases require monthly payments and expire by February 2024.

Future minimum operating lease payments as at December 31, 2020, are as follows:

2021	\$	85,956
2022		50,016
2023		38,237
2024		5,993
	\$	180,202

CITY OF CHESTERMERE

Notes to Financial Statements

Year ended December 31, 2020, with comparative figures for 2019

24. Contingencies:

The City of Chestermere is a member of the Alberta Municipal Insurance Exchange ("MUNIX"). Under the terms of membership, the City could become liable for its proportionate share of any claim losses in excess of the funds held by the exchange. Any liability incurred would be accounted for as a current transaction in the year the losses are determined.

The City has been named as a defendant in a claim by several City residents regarding West Chestermere Drive curbs and sidewalk issues. At present, the outcome is not determinable. The amount of any future settlement would be accounted for as a current transaction in the year of settlement.

25. Subsidiary operations:

1538974 AB Ltd. (formerly Chestermere Utilities Incorporated) was established in 2011 by the City to provide water, wastewater, stormwater, garbage collection and recycling services to the City. 1538974 AB Ltd. is a wholly owned subsidiary of the City. Under IFRS 15, Revenue from contracts with customers, contributions relating to tangible capital assets will be recognized in the financial statements of 1538974 AB Ltd. as revenue over the useful lives of those assets.

The following is condensed financial information for 1538974 AB Ltd. for the year ended December 31, 2020:

	2020	2019
Financial position:		
Current assets	\$ 3,904,620	\$ 3,202,344
Finance lease receivable	475,262	389,289
Lease right of use assets	287,543	455,119
Property and equipment	110,667,647	106,461,909
Intangible assets	4,547,315	4,802,493
	119,882,387	115,311,154
Current liabilities	3,773,474	4,156,451
Lease liabilities	419,774	461,320
Derivative financial instruments	1,371,271	311,163
Deferred revenue	15,008,316	7,907,010
Long-term debt	31,127,461	31,829,037
	51,700,296	44,664,981
Shareholder's equity	\$ 68,182,091	\$ 70,646,173

CITY OF CHESTERMERE

Notes to Financial Statements

Year ended December 31, 2020, with comparative figures for 2019

25. Subsidiary operations (continued):

	2020	2019
Results of operations:		
Revenue	\$ 13,813,596	\$ 13,040,341
Amortization	(3,401,256)	(3,491,906)
Financing costs	(853,145)	(1,286,537)
Operating expenses	(10,963,169)	(10,316,095)
Other expenses	(1,060,108)	(452,183)
Total comprehensive loss	\$ (2,464,082)	\$ (2,506,380)

26. Related party transactions:

The following summarizes the related party transactions between the City and 1538974 AB Ltd. All transactions and balances are in the normal course of business and are measured at the exchange amount, which is the amount of consideration established and agreed by the related parties.

	2020	2019
Statement of Financial Position:		
Due to 1538974 Alberta Limited	\$ 7,245,779	\$ 853,100
Contribution of tangible capital assets	6,426,881	3,923,151
Agreements receivable	2,404,153	2,522,371
Statement of Operations:		
Sales of goods and user charges – sub-contract fees	\$ 2,626,620	\$ 1,176,243
Contracted and general services – utilities expense	233,192	168,605
Sales of goods and user charges – office space rental revenue	50,400	48,000
Sales of goods and user charges – general administrative	150	1,181,596

The summary of specific transactions with 1538974 AB Ltd. is not intended to be representative of all transactions undertaken, but is intended to identify only specific transactions that management has identified to the users of these financial statements.

CITY OF CHESTERMERE

Notes to Financial Statements

Year ended December 31, 2020, with comparative figures for 2019

27. Budget data:

The 2020 operating and capital budgets for the City were approved by Council on December 3, 2019 and have been reported in the consolidated financial statements for information purposes only. These budgeted amounts have not been audited, reviewed, or otherwise verified.

The approved budget contained restricted surplus transfers, capital additions and principal payments on debt as expenditures. Since these items are not included in the amounts reported in the consolidated financial statements, they have been excluded from the budget amounts presented in these financial statements.

A reconciliation of the approved budget to the balanced budget as per legislation is as follows:

	Budget	Actual
Annual surplus	\$ 33,045	\$ (7,070,088)
Less:		
Capital expenditures	(13,709,500)	(1,684,741)
Long-term debt repayments	(986,006)	(4,531,370)
Transfers to restricted surplus	(2,704,092)	(3,362,237)
Contributed tangible capital assets	—	(1,787,780)
Add:		
Amortization	8,266,412	8,299,820
Long-term debt proceeds	6,652,200	—
Third party contributions to capital	—	—
Transfers from restricted surplus	2,447,941	1,926,119
Contributed tangible capital assets to related party	—	6,426,881
Balanced budget / excess of revenue over expenses	\$ —	\$ (1,783,396)

CITY OF CHESTERMERE

Notes to Financial Statements

Year ended December 31, 2020, with comparative figures for 2019

28. Financial instruments:

The City's financial instruments consist of cash, taxes and grants in place of taxes receivable, trade accounts receivable, property tax under-levy, agreements receivable, investments, investments in government business enterprise, accounts payable and accrued liabilities, due to 1538974 AB Ltd., deposit liabilities, obligations under capital lease and long-term debt. Unless otherwise noted, the fair values of these financial instruments approximate their carrying values. It is management's opinion that the City is not exposed to significant liquidity or currency risks arising from its financial instruments.

(a) Interest rate risk:

Interest rate risk arises from the possibility that the value of, or cash flows related to, a financial instrument will fluctuate as a result of changes in market interest rates. The City is exposed to financial risk from interest rate differentials between market interest rates and the rates used on their financial instruments. The City's long-term bank debt (note 11) bears interest at variable rates.

(b) Credit risk:

The City of Chestermere is subject to credit risk with respect to taxes receivables and trade and other receivables. Credit risk arises from the possibility that taxpayers and entities to which the City of Chestermere provides services may experience financial difficulty and be unable to fulfill their obligations. The large number and diversity of taxpayers and customers minimizes the credit risk.

The City's exposure to credit risk on its cash and investments is mitigated as these assets are held with creditable financial institutions.

There has been no change to the City's risk exposures from 2019, except those relating to the COVID-19 pandemic as discussed in note 1(c).

29. Comparative figures:

Some of the comparative figures have been reclassified to conform to current year's presentation.

CITY OF CHESTERMERE

Changes in Accumulated Surplus

Schedule 1

Year ended December 31, 2020, with comparative figures for 2019

	Unrestricted surplus	Restricted surplus	Equity in tangible capital assets	2020	2019
Balance, beginning of year	\$ 70,444,191	\$ 20,367,550	\$ 111,615,520	\$ 202,427,261	\$ 198,432,400
Excess of revenue over expenses	(7,070,088)	—	—	(7,070,088)	3,994,861
Unrestricted funds designated for future use	(2,245,820)	2,245,820	—	—	—
Current year funds used for tangible capital assets	(875,040)	(809,701)	1,684,741	—	—
Contributed tangible capital assets	(1,787,780)	—	1,787,780	—	—
Disposal of tangible capital assets	75,800	—	(75,800)	—	—
Annual amortization expense	8,299,820	—	(8,299,820)	—	—
Capital long-term debt issued	—	—	—	—	—
Capital lease long term debt acquired	—	—	—	—	—
Capital long-term debt repaid	(3,428,230)	—	3,428,230	—	—
Capital lease obligation repaid	(129,810)	—	129,810	—	—
Contribution of tangible capital asset to related party (note 26)	6,426,881	—	(6,426,881)	—	—
Adjustment to restricted surplus	—	—	—	—	—
Change in accumulated surplus	(734,267)	1,436,119	(7,771,940)	(7,070,088)	3,994,861
Balance, end of year	\$ 69,709,924	\$ 21,803,669	\$ 103,843,580	\$ 195,357,173	\$ 202,427,261

CITY OF CHESTERMERE

Tangible Capital Assets

Schedule 2

Year ended December 31, 2020, with comparative figures for 2019

	Land	Land improvements	Buildings	Engineered structures	Machinery and equipment	Vehicle equipment	2020	2019
Cost:								
Balance, beginning of year	\$ 23,872,049	\$ 14,302,350	\$ 25,093,308	\$106,760,254	\$ 12,447,404	\$ 7,183,415	\$189,658,780	\$176,866,935
Acquisition of tangible capital assets	1,787,780	68,322	146,660	251,290	505,324	506,660	3,266,036	3,783,480
Construction in progress	—	24,132	116,068	—	38,205	28,080	206,485	10,597,465
Disposal of tangible capital assets	—	(12,000)	(6,738)	—	(85,184)	(357,798)	(461,720)	—
Contribution of tangible capital assets to related party (note 26)	—	—	—	(6,426,881)	—	—	(6,426,881)	(1,589,100)
Balance, end of year	25,659,829	14,382,804	25,349,298	100,584,663	12,905,749	7,360,357	186,242,700	189,658,780
Accumulated amortization:								
Balance, beginning of year	—	3,657,160	4,958,361	49,871,956	6,353,748	4,032,995	68,874,220	61,771,381
Amortization of tangible capital assets	—	659,983	546,024	5,669,472	974,577	449,764	8,299,820	7,102,839
Accumulated amortization on disposals	—	(1,200)	(6,738)	—	(85,184)	(292,798)	(385,920)	—
Balance, end of year	—	4,315,943	5,497,647	55,541,428	7,243,141	4,189,961	76,788,120	68,874,220
Net book value of tangible capital assets	\$ 25,659,829	\$ 10,066,861	\$ 19,851,651	\$ 45,043,235	\$ 5,662,608	\$ 3,170,396	\$109,454,580	\$120,784,560
2019 Net book value of tangible capital assets	\$ 23,872,050	\$ 10,645,190	\$ 20,134,947	\$ 56,888,299	\$ 6,093,655	\$ 3,150,419	\$ —	\$120,784,560

CITY OF CHESTERMERE

Segmented Disclosure

Schedule 3a

Year ended December 31, 2020

	General government	Protective services	Roads, streets, walks and lighting	Planning and development	Parks, recreation and environmental services	Family and community support	Subsidiary operations	Total
Revenue:								
Net municipal property taxes	\$ 19,548,781	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ 19,548,781
User fees and sales of goods	2,592,598	1,049,911	59,542	2,169,123	1,553,736	50,805	—	7,475,715
Government transfers for operating	1,085,321	591,049	154,178	—	46,380	946,794	—	2,823,722
Investment income	829,435	—	—	—	—	—	—	829,435
Other revenues	248,824	—	—	—	—	—	—	248,824
	24,304,959	1,640,960	213,720	2,169,123	1,600,116	997,599	—	30,926,477
Expenses:								
Salaries, wages and benefits	3,379,418	3,813,140	1,763,965	2,830,869	2,529,328	1,011,006	—	15,327,726
Amortization of tangible capital assets	512,905	459,756	6,247,793	—	1,076,885	2,481	—	8,299,820
Contracted and general services	2,033,770	277,077	398,531	437,646	685,239	260,308	—	4,092,571
Purchases from other governments	—	3,080,627	—	—	—	—	—	3,080,627
Goods and supplies	153,910	331,716	1,041,340	15,999	533,714	19,237	—	2,095,916
Transfers to individuals and organizations	1,000	—	—	—	550,088	334,681	—	885,769
Interest on long-term debt	73,616	73,505	35,547	—	9,746	—	—	192,414
Bank charges and short-term interest	28,147	—	—	—	—	—	—	28,147
(Gain) loss on disposal of tangible capital assets	—	(12,600)	21,520	—	(11,996)	—	—	(3,076)
	6,182,766	8,023,221	9,508,696	3,284,514	5,373,004	1,627,713	—	33,999,914
Operating annual surplus (deficit)	18,122,193	(6,382,261)	(9,294,976)	(1,115,391)	(3,772,888)	(630,114)	—	(3,073,437)
Government transfer for capital	18,422	131,604	677,812	—	511,928	—	—	1,339,766
Development levies	—	—	1,766,766	—	—	—	—	1,766,766
Contributed tangible capital assets	—	—	7,500	—	1,780,280	—	—	1,787,780
Contribution of tangible capital assets to related party	—	—	—	—	(6,426,881)	—	—	(6,426,881)
Subsidiary operations	—	—	—	—	—	—	(2,464,082)	(2,464,082)
Annual surplus (deficit)	\$ 18,140,615	\$ (6,250,657)	\$ (6,842,898)	\$ (1,115,391)	\$ (7,907,561)	\$ (630,114)	\$ (2,464,082)	\$ (7,070,088)

CITY OF CHESTERMERE

Segmented Disclosure

Schedule 3b

Year ended December 31, 2019

	General government	Protective services	Roads, streets, walks and lighting	Planning and development	Parks, recreation and environmental services	Family and community Support	Subsidiary Operations	Total
Revenue:								
Net municipal property taxes	\$ 19,679,142	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ 19,679,142
User fees and sales of goods	1,991,687	1,824,099	175,087	1,853,369	593,891	133,372	—	6,571,505
Government transfers for operating	197,582	592,845	—	—	14,857	1,048,930	—	1,854,214
Investment income	934,088	—	—	—	—	—	—	934,088
Other revenues	323,516	—	—	—	—	—	—	323,516
	23,126,015	2,416,944	175,087	1,853,369	608,748	1,182,302	—	29,362,465
Expenses:								
Salaries, wages and benefits	3,027,994	3,493,478	2,084,773	2,162,169	2,187,535	1,417,789	—	14,373,738
Amortization of tangible capital assets	493,886	510,398	5,156,711	—	939,363	2,481	—	7,102,839
Contracted and general services	1,745,751	251,173	655,858	772,539	676,497	339,440	—	4,441,258
Purchases from other governments	265,795	3,616,102	—	31,600	—	—	—	3,913,497
Goods and supplies	188,001	174,418	874,475	148,674	368,414	39,840	—	1,793,822
Transfers to individuals and organizations	1,200	—	—	—	691,594	175,451	—	868,245
Interest on long-term debt	87,801	93,350	24,912	—	23,410	—	—	229,473
Bank charges and short-term interest	22,842	—	—	—	—	—	—	22,842
Gain on disposal of tangible capital assets	—	—	—	—	—	—	—	—
	5,833,270	8,138,919	8,796,729	3,114,982	4,886,813	1,975,001	—	32,745,714
Operating annual surplus (deficit)	17,292,745	(5,721,975)	(8,621,642)	(1,261,613)	(4,278,065)	(792,699)	—	(3,383,249)
Government transfer for capital	405,925	165,266	4,514,687	—	785,363	—	—	5,871,241
Development levies	—	—	4,715,142	—	—	—	—	4,715,142
Contributed tangible capital assets	—	—	542,520	—	344,687	—	—	887,207
Contribution of tangible capital assets to related party	—	—	—	—	(1,589,100)	—	—	(1,589,100)
Subsidiary operations	—	—	—	—	—	—	(2,506,380)	(2,506,380)
Annual surplus (deficit)	\$ 17,698,670	\$ (5,556,709)	\$ 1,150,707	\$ (1,261,613)	\$ (4,737,115)	\$ (792,699)	\$ (2,506,380)	\$ 3,994,861

CITY OF CHESTERMERE

Schedule of Off-site Levy

Schedule 4
(unaudited)

Year ended December 31, 2020, with comparative figures for 2019

	2020					2019				
	Recreation	Transportation	Storm*	Waste Water*	Water*	Recreation	Transportation	Storm*	Waste Water*	Water*
Opening balance	\$ 1,958,989	\$ (2,416,538)	\$ 770,275	\$ (31,017,926)	\$ (7,147,110)	\$ -	\$ 519,075	\$ 725,173	\$ (30,248,310)	\$ (7,047,457)
2017 Opening balance adjustments	-	77,694	-	(8,555)	-	-	-	(121,911)	982,416	1,383
Revenue:										
Developers	2,730,041	1,442,111	280,548	476,102	155,888	1,885,588	733,136	142,624	207,905	299,903
Interest	124,084	-	4,944	-	-	73,401	-	24,389	-	-
	2,854,125	1,442,111	285,492	476,102	155,888	1,958,989	733,136	167,013	207,905	299,903
Expenses:										
Interest expense	-	-	-	897,934	202,317	-	-	-	1,190,862	198,986
Roads:										
Chestermere Boulevard										
**BA 1.1 to 18.5	-	-	-	-	-	-	400,000	-	-	-
Township Road 240										
BA 1.1 to 18.5	-	208,769	-	-	-	-	3,268,749	-	-	-
Storm:										
CSMI Storm Project Phase 0										
BA 2.1-3.5, 5.1-6.5										
8.1-10.5, 13.1-14.5										
16.2-18.5	-	-	161,084	-	-	-	-	-	-	-
Waste Water:										
Great Plains Sanitary Truck										
BA 1.1 to 18.5	-	-	-	63,064	-	-	-	-	66,817	-
Lift Station 13										
BA 1.1 to 18.5	-	-	-	327,695	-	-	-	-	471,042	-
Lift Station 10 to 13 Diversion & H2S System Upgrade										
BA 1.1 to 18.5	-	-	-	579,852	-	-	-	-	-	-
Lift Station 14										
BA 6.1-6.5, 8.1-10.5	-	-	-	-	-	-	-	-	-	-
18.1-18.5	-	-	-	-	-	-	-	-	-	-
Rainbow Road Gravity Sewer										
Line - Phase 1										
BA 1.1-5.5, 11.1-11.5										
13.1-14.5, 16.1-17.5	-	-	-	123,991	-	-	-	-	230,468	-

CITY OF CHESTERMERE

Schedule of Off-site Levy (continued)

Schedule 4
(unaudited)
continued

Year ended December 31, 2020, with comparative figures for 2019

	2020					2019				
	Recreation	Transportation	Storm*	Waste Water*	Water*	Recreation	Transportation	Storm*	Waste Water*	Water*
Waste Water (continued)										
Rainbow Road										
Gravity Sewer										
Line – Phase 2										
BA 2.1-3.5, 13.1-13.5										
15.1-16.5	-	-	-	-	-	-	-	-	748	-
Water:										
Distribution										
Trunk South										
(TWP 240)										
BA 1.1 to 18.5	-	-	-	-	-	-	-	-	-	-
Main Pump										
Station Upgrade										
BA 1.1 to 18.5	-	-	-	-	-	-	-	-	-	-
Water Reservoir										
Expansion &										
ECRW Line										
BA 1.1 to 18.5	-	-	-	-	193,637	-	-	-	-	201,953
	-	208,769	161,084	1,992,536	395,954	-	3,668,749	-	1,959,937	400,939
Excess of revenue over										
expenses	\$ 4,813,114	\$ (1,105,502)	\$ 894,683	\$ (32,542,915)	\$ (7,387,176)	\$ 1,958,989	\$ (2,416,538)	\$ 770,275	\$ (31,017,926)	\$ (7,147,110)

*Activity in these Off-site Levy category are transferred to 1538974 AB Ltd. for ownership, management and reporting.

**BA represents Benefiting Area's



Rocky View County
Family & Community Support Services (FCSS)

2022 FCSS GENERAL FUNDING APPLICATION

(FUNDING PERIOD: January 1 – December 31, 2022)

ALL INFORMATION PROVIDED IS PUBLIC

APPLICATION DEADLINE IS 4:00 P.M. AUGUST 30, 2021 NO EXCEPTIONS

1. ORGANIZATION INFORMATION	
Organization Name	Cochrane FCSS
Program Name	Programs for Rural Residents
FCSS Funding Request (over \$7,500) (from Section 9.6 C Proposed Budget)	\$86,000.00
E-Mail Address and Website	Kim.krawec@cochrane.ca www.cochrane.ca/fcss
Mailing Address (include postal code)	101 RancheHouse Road, Cochrane, AB, T4C 2K8
Street Address (for courier purposes)	209 2 nd Avenue West, Cochrane, AB
Agency Telephone Number	403-851-2250
Agency Fax Number	403-851-2260
Executive Director Name	Kim Krawec
Program Contact Name	n/a
Phone Number (If different from above)	

2. CERTIFICATION OF COMPLIANCE
<p>This is to certify that to the best of my knowledge and belief, the information included in this application complies with the requirements and conditions set out in the Family and Community Support Services Act and Regulation.</p> <p>https://www.alberta.ca/family-and-community-support-services-fcss-program.aspx</p> <p>A program outcomes evaluation is required by February 28, 2023 if your application is successful</p>


Signature (Agency Signing Authority)
Stacey Loe
General Manager, Legislative and Protective Services
Print Name


Jeff Genung
Mayor

Click here to enter text.

Title

Click here to enter a date.

Date Aug 23, 2021

RECEIVED
Aug 30/21

Submit Completed Documents to, or for further assistance contact:

Dimitri Dimopoulos, FCSS Coordinator
Rocky View County
262075 Rocky View Point
Rocky View County, AB T4A 0X2

For further assistance, please call 403.520.1289 or email fcss@rockyview.ca

Please note that faxed or e-mailed copies of the application will not be accepted. It is strongly recommended that you courier or hand deliver your proposal (printed single sided pages only) and request confirmation of receipt. APPLICATION DEADLINE IS 4:00 P.M. AUGUST 30, 2021 - APPLICATIONS NOT RECEIVED BY THIS DEADLINE WILL NOT BE ACCEPTED.

☒ Please email confirmation of receipt of this application to: kim.krawec@cochrane.ca

Please indicate how you heard of the Rocky View County FCSS Program:

_____ newspaper ad _____ social media _____ website visit/search
_____ word of mouth _____ X other (specify) We have had a strong partnership with RVCFCSS for many years.

3. SOCIETY MEMBERSHIP (current)	
Number of Members	6
Membership Fee Per Member	n/a

4. TYPE OF ORGANIZATION	
Alberta Societies Act Registration Number:	
Charitable Number (if have one):	<input checked="" type="checkbox"/> Government Agency

5. DAYS AND HOURS OF OPERATION OF THE PROGRAM							
OPERATING HOURS	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
	8:30-4:30	8:30-4:30	8:30-4:30	8:30-7:00	8:30-4:30	Closed	Closed
Dates not Open:	Statutory holidays						
Statutory Holiday:				Other	We offer many evening and weekend programs/events to ensure accessibility to information, support and resources.		

6. DOCUMENTATION REQUIREMENTS:	ATTACHED
Do not provide other attachments unless requested to do so.	
List of current agency Board of Directors by name and Board position (Board information is requested to ensure sufficient governance and make members accessible to administration, if required.) Do not include personal contact information (home addresses, emails, or phone numbers).	<input checked="" type="checkbox"/>
Fee Policy and Schedule (if applicable)	<input type="checkbox"/>
Organizational Chart of Agency	<input checked="" type="checkbox"/>
Certificate of Incorporation under the Societies Act if new applicant. (Not applicable to other municipal governments and associated departments)	<input type="checkbox"/> Included <input checked="" type="checkbox"/> Not Applicable
Constitution and Bylaws (first time applicants only unless changes were made by previously funded groups)	<input type="checkbox"/>
Job description(s) for County FCSS funded positions requested (first time applicants only unless changes were made by previously funded groups)	<input type="checkbox"/>
Most recent Audited Financial Statement	<input checked="" type="checkbox"/>

The personal information on this form is being collected for the purpose of determining eligibility of an applicant to receive FCSS funding; to assist in administering the FCSS funding; and to monitor, assess, and evaluate your program. This information is collected under the authority of Section 33 (c) of the Freedom of Information and Protection of Privacy Act and may become public information once it is submitted to the FCSS program. Questions regarding the collection of this information can be directed to the Manager, Recreation and Community Services at 403.520.6307.

7.1 PROGRAM DESCRIPTION

Provide a brief program description in a few sentences (to be used for publication by FCSS)

Cochrane FCSS provides a variety of programs and services designed to enhance, strengthen and stabilize family and community life. Programs are preventative in nature and strive to help people develop independence, strengthen coping skills and promote the development of stronger communities.

All programs and services offered by Cochrane FCSS are inclusive of Western Rocky View County residents. Information is shared through newsletters, social media, news articles and networking to ensure that County residents are aware of the available support and resources. County residents have access to support, information and referrals, access to basic needs supports, Meals for your Freezer program, courses and workshops, professional development opportunities, Volunteer Income Tax Program, Volunteer Cochrane, the Family Resource Network, Interagency meetings and the opportunity to participate in many community development projects.

7.2 PREVENTION

In what way(s) is your program preventive in nature? Check the appropriate items from the following list. You will be required to report on each of the Outcomes that you have selected.

Provincial Outcome	Rocky View County Outcomes	
Improved social well-being of individuals	Outcome 1: Individuals experience personal well-being. Indicators: Resilience; self-esteem; optimism; capacity to meet needs; autonomy; competence; personal engagement; meaning and purpose.	<input checked="" type="checkbox"/>
	Outcome 2: Individuals are connected with others. Indicators: Quality of social relationships; social supports available; trust and belonging.	<input checked="" type="checkbox"/>
	Outcome 3: Children and youth develop positively. Indicators: Developmental assets.	<input type="checkbox"/>

Provincial Outcome	Rocky View County Outcomes	
Improved social well-being of families	Outcome 4: Healthy functioning families. Indicators: Positive family relationships; positive parenting; positive family communications.	<input type="checkbox"/>
	Outcome 5: Families have social supports. Indicators: Extent and quality of social networks; family accesses resources as needed.	<input checked="" type="checkbox"/>

Provincial Outcome	Rocky View County Outcomes	
Improved social well-being of the community.	Outcome 6: The community is connected and engaged. Indicators: Social engagement; social support; awareness of the community; positive attitudes toward others and the community.	<input checked="" type="checkbox"/>
	Outcome 7: Community social issues are identified and addressed. Indicators: Awareness of community social issues; understanding of community social issues; agencies and/or community members work in partnership to address social issues in the community.	<input checked="" type="checkbox"/>

7.3 PRIMARY TARGET

Indicate the Primary target at whom the program is aimed by estimating the percentage of the program's FCSS allocation that is directed to services in the following categories.

Children	10	%
Youth	5	%
Families	20	%
Adults	15	%
Seniors	15	%
Volunteerism	10	%
Community Development	25	%
Total	100	%

7.4 SOCIAL SERVICE CONTINUUM

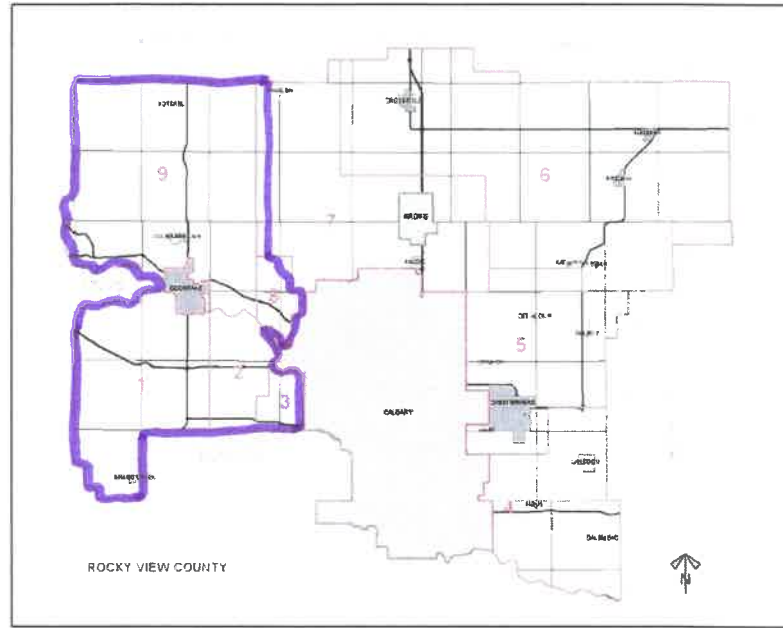
Please indicate the percentage of each section below that your program provides.

• Promotion: Programs and services that promote public education and awareness of social needs.	25	%
• Prevention: Programs and services focused at the earliest opportunity on individuals and families whose social well-being in community life is at risk.	50	%
• Early Intervention: Programs and services focused on individuals and families with identified early signs of unmet needs, who require support to enhance their social well-being.	15	%
• Specialized Services: Programs and services for individuals and families focused on emerging social needs not yet sufficiently addressed by community support.	10	%
• Remediation Services: Programs and services for individuals and families with clearly defined unmet needs, who require assessment, intervention, and treatment to enhance their social well-being.	0	%
Total	100	%

8. COORDINATION AND COMMUNICATION

A. Identify organizations within the program's catchment area (define your region of operation; include towns and border of service area and also clearly mark it on the map with thick black lines) that provide similar services.

Cochrane FCSS programs serve the Western Rocky View County which includes: the Town of Cochrane, Bearspaw, Bragg Creek, Springbank, Beaupre and the rural areas in between the communities. This includes 1, 2, 3, and part of 7, 8 and 9 on the map. There are no other agencies offering the same preventative direct programming and community development projects in this area.



B. What cooperative and coordinative steps has the program taken with these agencies?

Cochrane FCSS connects regularly with other agencies working in the area to ensure there is no duplication of services. Coordination of services is conducted in a number of ways including collaborative meetings (Interagency, Seniors Advisory Committee, Youth Forum, etc), organizational surveys and individual networking with community agencies.

Outreach through the FCSS and the Family Resource Network helps us to identify rural needs and advertise the services and programs that we have available in Cochrane. Many of the FCSS led working committees that organize events and community development initiatives encourage involvement of rural residents.

C. Describe the similarities and differences between the proposed program and those identified as being delivered by other organizations.

Cochrane FCSS is continually monitoring the social needs of residents. The latest community needs assessment (Cochrane Cares Regional Wellbeing Review) was conducted 2017. This needs assessment engaged both Town of Cochrane residents and Western Rocky View County residents to identify current assets, service gaps, opportunities and priorities regarding community services. This document is helping to guide our work.

Cochrane FCSS was responsible for leading the Social Recovery Task Force. The Social Recovery Task Force was developed in April 2020 by Town of Cochrane Mayor and Council to help respond to the social needs impacted by COVID-19. The Task Force designed and distributed two resident surveys (June 2020 and December 2020). The resident survey received 900 responses and helped us to understand the social, emotional and financial impacts of COVID-19. Two organizational surveys were also conducted to understand the impact the pandemic has had on the finances and operations of non-profit organizations. This survey information is being used to help guide the programs and support that we offer to Cochrane and County non-profit organizations. The Task Force involved membership from a variety of organizations and was focused on ensuring communication remains strong between organizations, that we are maximizing resources by ensuring that duplication does not occur, and that residents and organizations continue to have the support they require during these unprecedented times. The Task Force formally came to a close June 30, 2021; however, we are continuing to meet informally to ensure that we are working together to identify needs and develop locally driven initiatives to address the needs.

We work closely with partners and organizations to build capacity and avoid duplication of services. We would discontinue a program if we found another agency was meeting the social need.

OUTCOMES MODEL

(For further information on the outcomes model contact the County FCSS program for a copy of a toolkit.)

9.1 AGENCY/PROGRAM VISION

Desired social condition. May be your agency's existing vision statement.

The mission of Cochrane FCSS is to enhance, strengthen and stabilize family and community life for citizens. This is done through; providing programs and services, leveraging FCSS partnerships to access grants to develop much needed services, partnerships with other agencies and identifying gaps and filling unmet social needs.

9.2 AGENCY/PROGRAM MISSION

Unique role in working towards the desired social condition. What are you currently doing to achieve your mission (e.g. other programs and services that are not a part of this application for funding)?

Cochrane FCSS is focused on ensuring that rural residents have an increased awareness of the services and resources that are available and that we are providing programs and services that are meeting the needs of County residents. Cochrane FCSS is continually monitoring and adapting programs and services to meet community needs. 'Cochrane Cares: Regional Wellbeing Review" conducted in 2017 and the recent COVID-19 survey implemented by the Social Recovery Task Force has helped us to gain an understanding of community needs from the perspective of residents and stakeholders. We are using the feedback gathered to set priorities and make decisions regarding available resources to meet both immediate and long-term needs for social planning.

FCSS has undergone tremendous change over the past couple years as a result of provincial and municipal funding changes. Funding changes with Alberta Children's Services has resulted in the closing of the Parent Link Centre, the Resource Centre and the Home Visitation Program in 2020. The Provincial Government established Family Resource Networks (FRN's) across the province that are designed to support families with children birth-eighteen years of age. Cochrane was successful in our application and the Cochrane and Area FRN opened it's doors in October 2020 and is incredibly busy.

With the discontinuation of these valuable programs our FCSS team undertook a strategic planning process to guide the development of a plan to use the COVID-19 crisis and financial challenges to gain our footing, clarity, focus and alignment to innovate and be accountable to the community. The process included conducting a review of internal programs and service, conducting a review of external programs and services, conducting a literature review of all recent social needs assessments, developing a framework to guide future growth and sustainability and reviewing partnerships and identifying opportunities to strengthen and enhance collaboration. Through this process we identified 4 primary priorities. Over the course of the next year will focus on identifying and addressing priority issues through collaborative partnerships, increasing the profile of social issues and awareness of programs and services, increasing capacity of community organizations to support their sustainability and responding to the social impact of COVID-19 with a focus on poverty reduction and promoting mental health through social connection.

Our team is focused on:

1. Connecting people and systems through:
 - a. Strategic communication tactics to ensure Cochrane and area residents are aware of the support and resources that are available.
 - b. Providing information, resources, support and advocacy for Cochrane and area residents.
2. Identifying gaps, assets and needs through:
 - a. Conducting regular engagement opportunities with residents, partners and stakeholders through surveys and community forums to bring solutions to community issues.
3. Developing and enhancing partnerships through:
 - a. Providing leadership and support to develop and/or sustain collaborative tables that are working to effectively identify and address the complex, root causes of social issues in Cochrane and area.
 - b. Clear identification of roles through the formalization of strategic partnerships.
 - c. Active participation in community committees to facilitate collaboration and communication.
 - d. Providing mentorship, leadership training and workshops to support and build capacity in local non-profit organizations.

4. Supporting the development of evidence based, preventative and early intervention programs which support the health, wellness and resiliency of Cochrane and area residents by:
 - a. Working with residents, community partners and stakeholders to identify needs and ensure that a diverse range of accessible, affordable, inclusive activities and events are available that allow all community members the opportunity to participate and belong.
 - b. Innovative use of technology to reduce barriers of access.

Implementing the goals of our strategic planning will occur throughout 2021/2022 and will help to ensure that we are providing a range of programs and services to meet the growing and changing needs of Cochrane and area residents.

9.3 STATEMENT OF NEED

Problem statement; description of the situation you wish to change.

The growing population of Cochrane and Western Rocky View County continues to be one of the biggest challenges facing Cochrane FCSS. The need to increase awareness of existing programs and services was one of the themes that emerged in the Cochrane Cares Regional Wellbeing Review (available at www.cochrane.ca). It is challenging to ensure that new residents are aware of the programs and services that are available.

The COVID-19 pandemic created many additional challenges for residents. The theme of mental health, financial struggles and social disconnection are three of the greatest, most immediate needs in Cochrane and Western Rocky View County.

9.4 STRATEGY/ACTIVITIES

How will the program address the specified need? What goal or long-term change or impact do you want to achieve? What are you going to do in the program to achieve your goal(s)?

Increasing Awareness: Cochrane FCSS is focused on improving communication about social issues and the programs and services offered to support residents. A priority of Cochrane FCSS is to inform area residents of available resources and to encourage community involvement in initiatives that improve the quality of life for those residing in Cochrane and Rocky View County. We have worked to develop a communication strategy to help increase awareness of both social issues and available resources. The strategy has proven to be very effective and helped to raise awareness on the broad range of resources and support available through FCSS. We also offer monthly e-newsletters to help educate residents on the social issues, resources and upcoming programs and events.

We will continue to analyze our communication strategies and implement new innovative communication tactics to ensure that residents are aware of the support and resources available.

Continue to increase the use of social media and e-newsletters, news articles and community partnerships to assist us to communicate and inform the community.

Mental Health Promotion and Social Connection:

We are focused on increasing accessibility to programs and services by providing virtual options. Our FCSS team responded very quickly to the pandemic by ensuring that programs and services were moved onto an online platform to ensure that residents received seamless access to the programs and services they require. Virtual programming was very effective. It is our desire to continue offering a combination of in-person and virtual programs to ensure that all residents have options to gaining information and support. We anticipate that continuing to offer virtual options will be very beneficial to Rocky View County residents as it decreases transportation costs and improves accessibility.

Financial Support: Poverty reduction is one area that our team is very focused on. We are working in a number of areas to ensure that residents have access to essential needs such as food, clothing and shelter. We lead/participate in a number of community initiatives such as the Community Food Group (which looks at food security), poverty reduction network, Tamarack – all of these groups are focused on developing collaborative strategies to address poverty.

One of our priorities is to expand the Access Card (a subsidy card for low income residents). Currently the ACCESS card provides low income residents with subsidized access to recreation programs at Spray Lakes Family Sports Centre, COLT (Cochrane's transit system) and arts and culture programming. Over the next year we will be working to expand the reach and depth of subsidies available for low income individuals, families and older adults.

9.5 RATIONALE

An explanation of why you believe this strategy or approach will work; include research if possible.

The statistics that we gather continue to show an increase in contacts and program registration, so we are confident that we are reaching a large number of people and in turn believe that awareness of our services is improving. We also know that many people in the community have never heard of FCSS or do not have an understanding of the supports and resources that are available through our agency. Increasing awareness of social issues and the available programs and services which exist continues to be a priority. We also need to focus on finding creative mechanisms to reach those individuals who are isolated and most in need of services, as often these vulnerable residents are not actively seeking support. We are optimistic that ensuring that programs and services continue using a combination of in-person and virtual formats will help to reach individuals who are isolated.

9.6 INPUTS

***Please see end of application for budget shell. Budget sheet(s) MUST follow the template as provided.**

A. Have you researched or sourced other methods of funding? How do you propose to sustain this program?

Cochrane FCSS is continually working towards sustainability of programs and services and work hard to access other funding sources to fill identified community needs.

B. Has this budget been authorized by your Board of Directors? Yes ☒ No ☐ If no, please explain:

9.7 PROJECTED OUTPUTS *(Count of products and services delivered to the target group. For definitions, see the end of the report)*

Please report the projected direct product of your activities, usually measured by volume of work accomplished. Must include projected number of individual participants, volunteers and volunteer hours. Other outputs may include projected number of training sessions, workshops, and community development programs. Include projected number of County residents utilizing services. Rocky View County residents do not include people who reside in Airdrie, Beiseker, Chestermere, Cochrane, Crossfield, Irricana or Redwood Meadows. It does include those who live outside of these municipalities and within the hamlets located within the County's borders.

A. PROJECTED NUMBER OF INDIVIDUAL PARTICIPANTS SERVED:

People served should only be counted once unless they are part of a family being served (see definitions). DO NOT include group participants, contacts, or community development initiatives if counted below.

Provide general summary of outputs here:

The numbers included below include walk-ins, appointments, one-on-one support, phone calls, emails and referrals from other agencies.

Number of Children/Youth (0 to 18 years) 900 Number of County Residents: 35

Number of Adults (19 to 64 years) 6750 Number of County Residents: 350

Number of Seniors (65+ years) 2250 Number of County Residents: 125

Number of Families 2500 Number of County Families: 100

B. PROJECTED NUMBER OF GROUPS SERVED:

(e.g. workshops, training and/or education groups)

Provide general summary of outputs here:

FCSS offers a variety of workshops and training opportunities for all ages. Workshops for residents are designed to enhance resiliency, develop independence and strengthen coping skills. Cochrane FCSS also offers a variety of training opportunities for professionals.

Number of Groups: 90 Total Number of Participants: 900 Number of County Residents: 250

C. PROJECTED NUMBER OF CONTACTS PROVIDED:

(e.g. providing assistance with forms/referral; telephone, mail outs, email, and social media)

Provide general summary of outputs here:

This is difficult to assess, but below is an estimation of the number of contacts reached through social media and print materials. We engage in a wide variety of methods to reach residents including e-newsletters, mail outs, social media, etc.

Number of Clients: 17,000 Number of County Residents: 6,000

D. PROJECTED NUMBER OF COMMUNITY DEVELOPMENT INITIATIVES:

(E.g. community assessment, mobilization, and/or advocacy committees. Do not include service to individuals)

Provide general summary of outputs here:

Cochrane FCSS partners with many community groups on local initiatives. The programs that are led and organized by Cochrane FCSS include: Seniors Week activities, Connecting DOTS, Volunteer Appreciation activities, Youth Leadership events, Cochrane and Area Interagency, Seniors Advisory Committee, WEAAD (World Elder Abuse Awareness Day) Committee, Volunteer Manager Meetings etc. We work to recruit Rocky View County residents and professionals in our community development initiatives to ensure the voice of the county is heard and rural issues are addressed. Our FCSS Advisory Board has a dedicated position for a Rocky View County resident to ensure that rural issues are kept on the forefront.

Number of Initiatives: 18 Number of Clients: 120 Number of County Residents: 25

E. VOLUNTEERISM

a) What are the roles of volunteers in the program?

Cochrane FCSS promotes volunteerism throughout the community. Referrals are made to social agencies when residents inquire about opportunities. Within the organization we utilize many volunteers through the volunteer FCSS Advisory Board, various committees, Compass for Caregivers support group, Volunteer Income Tax program and Meals for Your Freezer. The volunteers involved in these programs contribute countless hours. For example, together the two volunteers who facilitate the Volunteer Income Tax Program serve over 600 residents, with many rural residents accessing the program.

Over the past 18 months the number of volunteers that typically support FCSS have declined as a result of COVID-19. Many of the events we typically offer were cancelled as a result of the pandemic and thus reduced the need for volunteer support.

b) How does the program promote, encourage, and facilitate the use of volunteers?

Volunteers are well thanked personally and through appreciation events for their hard work. Within Cochrane FCSS we provide training wherever possible to assist the volunteers in doing their work. We also offer Volunteer Manager meetings to build local and regional capacity to engage, support and retain volunteers. Various programs are also offered to support volunteers as well as organizations who rely on volunteers. For example, programs such as Community Helper Program, What's New in Volunteer Engagement, Introduction to Board Governance: Understanding Your Roles and Responsibilities, Board Governance 101 and Basics are the Building Blocks: Recruiting, Retaining and Recognizing Volunteers are all designed to build volunteer and organizational capacity.

c) Total number of volunteers in agency/program:	95
d) Total number of volunteer hours in 2020:	750
e) Estimated number of volunteer hours until the end of 2021:	1500

9.8 EXPECTED OUTCOMES

Statements, which describe the difference the agency/program intervention will make with clients in the short term, mid-term, and long term. These must logically connect to the Provincial and Rocky View County Outcomes in Section 7.2.

Individuals experience personal well-being. Cochrane FCSS works with many people one-on-one to ensure their wellbeing is addressed. Through FCSS and the Family Resource Network we work to build capacity in people by sharing information and referring to programs and services that meet their needs. We promote volunteerism throughout the area hoping to give residents meaning and purpose. Through activities such as the Newcomers Event, support groups and self-esteem groups we are building resilience, independence and coping skills. Outcomes for these projects are measured through surveys and face to face conversations.

Individuals are connected with others. We pride ourselves on giving great customer service. Staff "go the extra mile" to support residents to access what they need. This builds trust in our agency. We ensure residents know about opportunities that will improve the quality of their social relationships. There are many social supports available and are focused on ensuring that marketing is done in effective ways to reach the right audiences. Many different programs are specifically designed to decrease isolation and ensure that residents have the ability to create meaningful connections.

Families have social supports. Research shows that the more support individuals have, the more success they experience in relationships, employment and health. Cochrane FCSS strives to fill gaps in service by developing programs which are needed, as well as inform residents of available programs and services.

The community is connected and engaged. The need to enhance feelings of inclusion and belonging emerged as a key theme in recent surveys conducted. FCSS offers a variety of events to connect and engage the community such as newcomer welcome events, senior's week activities, wellness fairs and more. The events receive very positive feedback from attendees and indicate that they are making a difference in impacting social well-being. Volunteerism is another aspect of FCSS programming which connects and engages residents. Volunteers report that they experience great satisfaction by making a difference in communities and being appreciated for the work they do. Volunteer managers meetings provide a table where like-minded people can plan services and events where people connect.

Community social issues are identified and addressed. Cochrane FCSS continually monitors the needs of the community. In 2017 we completed the Cochrane Cares: Regional Well-being Review and in June 2020 completed a resident and organizational survey to understand the impact of the COVID-19 pandemic. Both reports are available online at www.cochrane.ca. Cochrane FCSS, through collaborative partnerships, works to identify and respond to social issues.

We use the local newspaper to get stories out about needs and issues. Interagency meetings are an efficient way of finding out where the needs are and who has capacity to help address them. Our FCSS team is involved in multiple different 'tables' (Seniors Advisory Committee, Youth Forum, Cochrane Immigrant Services Committee, Cochrane Older Adult Case Collaboration, etc.) which allows us to keep up to date on emerging social issues and work with community partners to respond.

9.9 OUTCOME INDICATORS

List the specific items of information that you will track to measure your program's success on outcomes. These are generally in the form of a cluster of questions or surveys and relate directly to the Rocky View County Outcome Indicators listed in Section 7.2. Copies of the Provincial FCSS Measures Bank are available upon request.

Information is continually gathered through one on one meetings as well as feedback and surveys from individual participants and groups. Survey questions vary depending on the specific project, the participant and the intended outcome.

Individuals experience personal well-being. We are looking for evidence of an increase in self-esteem, optimism and the capacity to meet their needs. Post measure questions are used after sessions.

Individuals are connected to others. Survey questions are used to measure the increase in trust and belonging. We are seeking a positive measure with both the quantity of connections as well as the quality of the relationships.

Families have social supports. We are looking for evidence of whether or not the service residents received, increase their social supports.

The community is connected and engaged. Questions are designed to measure the increase in connections, resources and access to supports.

Community social issues are identified and addressed. Questions are designed to measure the increase in knowledge of social issues and the decrease in social issues as they are addressed.

10. ADDITIONAL INFORMATION

Please provide a brief agency/program history.

Cochrane FCSS has provided preventative social services, community development and coordination among

service providers to individuals and groups in Western Rocky View County and Town of Cochrane for the past 30+ years.

The social programs provided by FCSS are critical in preventing and reducing difficulties before problems require response from larger and more complex systems. Our focus on building individual and family capacity and resilience strengthens communities. Strong social services have an impact on public health outcomes by addressing the social determinants of health and are an important investment in our community.

We have an amazing, passionate team that is dedicated to seeking creative solution and innovation strategies to create meaningful community connection and support our most vulnerable residents.

11. STORIES

Please provide 1 or 2 short anecdotal stories about some of your County rural clients who have received services from your organization, and how their situation has improved as a result of their involvement in this program. This story may be used for publication by FCSS. Please do not include any client identifying information.

Story #1: The workshops and programs that we offer are available for rural residents. We often hear from residents about the impact that our programs have. A member of our team received the following email from a Rocky View County resident after emailing program participants a satisfaction survey to complete:

Thanks for sending this through - I have completed the survey.

I think these courses / sessions on the Town of Cochrane website are great - and love that they are available to older people. Thank you for your work in providing these to the public.

I am the youngest in the class and I really enjoy seeing older people in particular having these opportunities and participating (love their energy!). I really hope that these or similar sessions continue as I believe that they benefit all - mentally and physically (particularly during COVID).

I am located in Elbow Valley and, although we are a part of Rockyview - Cochrane is our hub (Cochrane library, etc). It is so nice to be able to connect with others and develop relationships.

*Thanks for all you do,
 Jody*

Story #2: Our FCSS team was quick to respond, adapt and support organizations throughout the COVID-19 pandemic. Throughout Covid various community organizations expressed that they were struggling with recruiting volunteers. Two groups from Rocky View reached out to FCSS stating that they had to decrease their support to the community significantly due to this downward trend. Through conversations with these groups along with many others in the Cochrane/Rocky View it was determined that a volunteer fair was needed. Of course, due to restrictions we needed to modify the fair. Over two weekends FCSS virtually invited these any many other groups to present about their organizations and let the community know their volunteer needs. This event is still accessible to the community to view. After the fair, an FCSS staff member reached out to these groups and was informed that one had 8 people reach out to them to volunteer and are in the process of screening 6 of them and bringing them on and the other expressed that they have brought on 5 new volunteers since the volunteer fair. Each community organization has a recording of their presentations and have shared them on their various social media platforms. This volunteer fair did not come with a cost to the organizations, nor the community members and it will be shared out to the community every 6 months to assist with attracting new volunteers to our amazing community organizations both here and in Rocky View. Below is the link for your viewing.

[Cochrane Volunteer Fair - YouTube](#)

**INSERT BUDGET DETAILS ON THE FOLLOWING PAGE
 DO NOT INCLUDE IN-KIND SUPPORTS, ONLY ACTUAL DOLLARS
 AN EXCEL SPREADSHEET IS AVAILABLE FOR INSERTION**

2022 Rocky View County FCSS Budget Page

Please ensure that section 9.6 C. starts on a page(s) with no other sections on the page(s). For consistency purposes, it is **IMPERATIVE** that you use the following template as provided and **NOT** modify it, other than adding additional lines.

9.6 C. INPUTS (Resources dedicated to the project. Include staff and budget for one year.)			
2022 PROPOSED BUDGET (Ensure all calculations are correct. Use the second column to itemize the program expenses to which you plan to direct County FCSS funds. Column 1 + Column 2 = Column 3)			
ITEM	Column 1 2022 Costs to be paid or contributed by the Applicant and other funding partners (Agency Contribution)	Column 2 2022 Costs to be funded by County FCSS (Program Request)	Column 3 2022 Projected Year End Total Project Budget (Total Cost)
EXPENSES			
PERSONNEL (specify positions and hours per week)			
Full Time: FCSS Manager, FCSS Coordinator, Administrative Assistants (3.8), Community Liaison and Programmers (2), Resource Worker (1), Community Support Worker (1)	572,069.00	75,000.00	647,069.00
Part Time:	0.00	0.00	0.00
Benefits:	198,553.00	0.00	198,553.00
			0.00
a. SUBTOTAL PERSONNEL	770,622.00	75,000.00	845,622.00
TRAVEL & TRAINING (specify)			
Staff Development	12,000.00	1,000.00	13,000.00
Travel and Subsistence	6,000.00	2,000.00	8,000.00
Memberships	3,000.00	0.00	3,000.00
			0.00
b. SUBTOTAL TRAVEL & TRAINING	21,000.00	3,000.00	24,000.00
MATERIALS AND SUPPLIES (specify)			
Programs/supplies/advertising	44,750.00	8,000.00	52,750.00
			0.00
			0.00
			0.00
c. SUBTOTAL MATERIALS AND SUPPLIES	44,750.00	8,000.00	52,750.00
OTHER (specify)			
General expenses (telephone, mobile, program software, freight, audit, insurance, etc.)	65,890.00	0.00	65,890.00
Rent	125,000.00	0.00	125,000.00
Utilities, cleaning, building maintenance, lifecycling, etc.	30,500.00	0.00	30,500.00
			0.00
d. SUBTOTAL OTHER	221,390.00	0.00	221,390.00
e. TOTAL EXPENDITURES (e=a+b+c+d)	1,057,762.00	86,000.00	1,143,762.00
REVENUE (specify other sources of funding including fundraising, fees for service, other grants, etc.)			
FCSS Provincial Grant	566,503.00		
Other Grants/donations/sources of income	135,223.00		
Municipal Contribution	356,036.00		
f. TOTAL REVENUE	1,057,762.00		
g. FCSS REQUEST (DEFICIT = Total of Column 3 Expenditures – Total Revenue)		86,000.00	

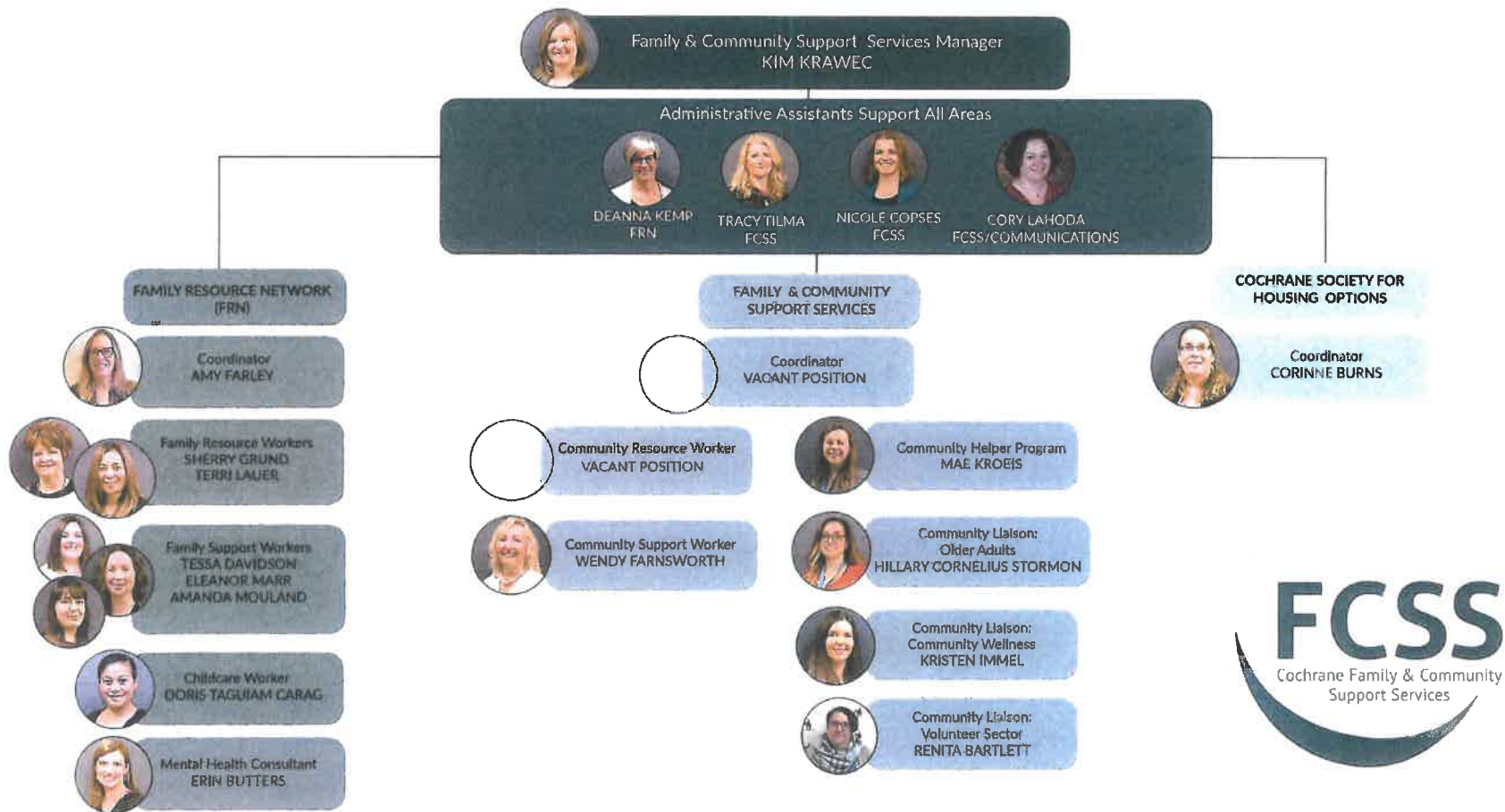
COMPLETE THIS SECTION ONLY IF YOU RECEIVED 2021 COUNTY FCSS FUNDING AND ARE APPLYING FOR AN INCREASE.

12. 2022 FUNDING INCREASE REQUEST EXPLANATION	
A. 2021 County FCSS Grant	83,500
B. 2022 County FCSS Request	86,000
C. Does this request result from a decrease in other funding support? Specify.	
No, our request has not changed from 2021. In 2021, we also requested this amount to support the programs and services we provide.	
D. Identify requested funding increase. List each category and the amount of increase (e.g. Personnel, Materials and Supplies).	
Personnel: staffing expenses (wage and benefit costs continue to rise each year).	
E. Provide a rationale together with supporting data, using demographics as necessary.	
Staffing expenses continue to rise. Cochrane FCSS prides ourselves on our ability to offer competitive wages and benefits to ensure we are recruiting and retaining quality, qualified staff.	
F. How will this increase impact clients and services? How will the change be measured? If the increase is not granted, what effect will it have?	
If we are not granted the increase, there will be no noticeable difference to the services offered. The impacts may be felt internally in our ability to recruit and retain staff.	
G. Outline the efforts already taken to accommodate the proposed program adjustment.	
We are continually seeking funding opportunities that align with our mandate and strategic plan.	
H. How many years have you received County FCSS funding?	
FCSS has received funding from Rocky View County FCSS for many, many years.	

Cochrane Family & Community Support Services Advisory Board			
Membership	<ul style="list-style-type: none"> • One (1) Councillor • Four (4) Public-at-Large Representatives (Town) • One (1) Public-at-Large Representative (Rocky View County) • One (1) Public-at-Large Representative (United Way Liaison) 		
Chair	Margaret Stevens	Vice-Chair	Rick Lancaster
Recording Secretary	Nicole Copses, Administrative Assistant – FCSS T: 403.851.4737 E: nicole.copses@cochrane.ca		

Meeting Schedule	Time	Location
1 st Wednesday of every month	6:30pm	FCSS Office, Stable Room
Term		
On-going.		

Membership	Appointment	Expiry
Council		
Councillor Fedeyko	10/2020	10/2021
Councillor Wilson, Alternate	10/2020	10/2021
Town Reps		
Lyle Balmer	01/01/2020	12/31/2022 <i>2nd Term</i>
Valerie Borsos	04/08/2019	12/31/2021
Ryan Koudys-Stone	04/08/2019	12/31/2021
Vacant		
Rocky View County Rep		
Rick Lancaster	04/08/2019	12/31/2021 <i>2nd Term</i>
United Way Liaison		
Margaret Stevens	01/01/2021	12/31/2023 <i>2nd Term</i>
Administrative Rep		
Kim Krawec		





April 30, 2021

Family & Community Support Services

209 2nd Avenue W
Cochrane, Alberta
T4C 2E7

Dear Ms. Krawec:

Town of Cochrane Family & Community Support Services

Please find enclosed the Annual FCSS Program Report for the Town of Cochrane and our independent auditor's report for the year ended December 31, 2020.

If you have any questions regarding this matter, please contact our office.

Yours truly,

MNP LLP

Shaun Pilling, CPA, CA, CAFM
Private Enterprise

/MCL
Enclosure



ACCOUNTING > CONSULTING > TAX
SUITE 1500, 640 - 5TH AVENUE SW, CALGARY AB, T2P 3G4
1.877.500.0792 T: 403.263.3385 F: 403.269.8450 **MNP.ca**

Town of Cochrane
Annual FCSS Program Report
December 31, 2020



Independent Auditor's Report

To the Mayor and Councilors of the Town of Cochrane:

Opinion

We have audited the accompanying Annual FCSS Program Report of the Town of Cochrane – Family and Community Support Services Program ("FCSS") for the year ended December 31, 2020. The program report has been prepared by management based on the required presentation and financial reporting provisions of the Conditional Agreement Regulation, *Family and Community Support Services Act*, Alberta Regulation 218/94.

In our opinion, the accompanying program report adheres, in all material respects, to the conditions of the Conditional Agreement Regulation, *Family and Community Support Services Act*, Alberta Regulation 218/94 for the year ended December 31, 2020.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the "Auditor's Responsibilities for the Audit of the Program Report" section of our report. We are independent of FCSS in accordance with the ethical requirements that are relevant to our audit of the program report in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Emphasis of Matter – Financial Reporting Framework

Without modifying our opinion, we draw attention to Note 1 of the program report, which describes the basis of accounting. The program report was prepared to comply with the conditions of the Conditional Agreement Regulation, *Family and Community Support Services Act*, Alberta Regulation 218/94. As a result, this program report may not be suitable for another purpose.

Other Matter – Restriction on Use and Distribution

Our report is intended solely for the Ministry of Community and Social Services and the Town of Cochrane and should not be distributed to or used by parties other than the Ministry of Community and Social Services or the Town of Cochrane.

Responsibilities of Management and Those Charged with Governance for the Annual Program Report

Management is responsible for the preparation and fair presentation of the program report in accordance with the *Family and Community Support Services Act*, and for such internal control as management determines is necessary to enable the preparation of the program report that is free from material misstatement, whether due to fraud or error.

In preparing the program report, management is responsible for assessing the FCSS's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the FCSS program or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing FCSS' financial reporting process.

Auditor's Responsibilities for the Audit of the Annual Program Report

Our objectives are to obtain reasonable assurance about whether the program report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this program report.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the annual program report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of FCSS's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cause significant doubt on FCSS's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the program report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause FCSS to cease to continue as a going concern.
- Evaluate the overall presentation, structure, and content of the annual program report, including the disclosures, and whether the program report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Calgary, Alberta
April 30, 2021

MNP LLP

Chartered Professional Accountants

MNP

Town of Cochrane
Notes to the Annual FCSS Program Report
December 31, 2020

1. Basis of accounting

This 2020 Annual FCSS Program Report has been prepared to comply with the conditions of the Funding Agreement referred to above, and Conditional Agreement Regulation, *Family and Community Support Services Act*, Alberta Regulation 218/94, which does not require all of the same disclosure and presentation that would be required under Canadian public sector accounting standards. The amounts presented in this program report are based on the Town of Cochrane's consolidated financial statements for the year ended December 31, 2020 which have been prepared in accordance with Canadian public sector accounting standards and reference should be made to those audited consolidated financial statements for complete information.



DRAFT

2020 ANNUAL FCSS PROGRAM REPORT

The summary information you are providing on this form is collected under the authority of the Family and Community Support Services Act and Regulation. This information will be used to determine your municipality's FCSS grant surplus/deficit amount, to identify projects/services receiving FCSS funding, and for other provincial program reporting purposes. If you have any questions about the collection of this information, you may contact the Family and Community Services Director.

Name of FCSS Program: Cochrane

SECTION 1 - Statement of Revenues and Expenditures

Revenues

Funding provided under the Act (FCSS Funding Agreement – No. 1)	\$566,496.00(A)
Deferred provincial dollars from 2020 (Reconciliation Report)	\$0.00(A1)
Funding provided under the Act received from other municipalities (amounts received from other FCSS Program as reported on (B) of Grant Transfers Form – provide details)	\$0.00(B)
Total Funding Provided Under the Act (A + A1 + B = C)	\$566,496.00(C)
Municipal contribution (Minimum ¼ of the amount on Line (C), Section 1) (including the 20% municipal share from other FCSS Programs reported on D1 of Grant Transfers Form)	\$141,624.00(D)
Additional Funding received from other municipalities/Métis Settlements* (amounts received from other FCSS Program in excess of their 20% funding reported on D2 of Grant Transfers Form)	\$110,659.00(D2)
Other revenues	\$22,525.00(E)
Total Revenues (C + D + D2 + E = F)	\$841,304.00(F)

Expenditures

Internal, directly funded services provided by the municipality under the program including administration (this amount is automatically calculated from the internal expenditures included in Section 2 Project/Services)	\$935,718.00(G)
Funds provided to service providers who are external to the municipality	\$42,200.00(H)
Less surpluses retained/returned by service providers who are	\$0.00(I)

external to the municipality

Net Total Funding to Service Providers who are external to the municipality (H - I = J) \$42,200.00(J)
(this amount is automatically calculated from the external expenditures included in Section 2 Project/Services)

Total Expenditures (G + J = K) \$977,918.00(K)

Surplus (Deficit) (F - K = L) \$-136,614.00(L)
(Deficit if negative dollar amount)

Did you receive a grant increase in April? No

GRANT TRANSFERS FORM

FCSS Grant Received from Other FCSS Programs

Identify the name of the FCSS Program forwarding the FCSS grant and the amount of funding provided.

<u>Name of FCSS Program</u>	<u>Total Transfer</u>	<u>Provincial Funding</u>	<u>Municipal Share</u>	<u>Additional Funding*</u>
(Prov. Funds under the Act)				
Rocky View	\$94,540.00	\$0.00	\$0.00	\$94,540.00
Bighorn	\$16,119.00	\$0.00	\$0.00	\$16,119.00
Total	\$110,659.00	\$0.00(B)	\$0.00(D1)	\$110,659.00(D2)

* Additional funding is funding received from other FCSS Programs in excess of that Program's 20% required contribution.

SECTION 2 - Projects/Services Report

- List projects/services receiving FCSS funding by name. If the projects/services fit in more than one category, list them in each category and assign their percentage to each category.

A. Children/Youth

<u>Program Description</u>	<u>Level1</u>	<u>Level2</u>	<u>Internal?</u>	<u>Comments</u>	<u>Amount</u>
Big Brother/Big Sisters: Mentoring in Cochrane	3	6	No	Description: Youth mentoring program. Outcome: Children and youth develop positively.	\$2,700.00
Boys and Girls Club of Cochrane and Area: Youth Connections Project	3	8	No	Description: Programs for youth. Outcome: Children and youth develop positively.	\$7,400.00
Internal Programs:	15	16	Yes	Description: Courses to	\$93,066.00

Information, support,
referrals and
programming

build capacity,
strengthen resiliency
and develop coping
skills. Programs to
enhance youth
leadership and
volunteerism.
Outcome: Children and
youth develop
positively.

Variety Children's
Charity of Alberta
Association: Just Like
You Project

2

16

No

Description: Program
to increase awareness
and acceptance of
physical/mental diverse
abilities in school aged
children. Outcome:
Children and youth
develop positively.

\$1,280.00

Total Children/Youth Expenditures

\$104,446.00(A)

B. Families

<u>Program Description</u>	<u>Level1</u>	<u>Level2</u>	<u>Internal?</u>	<u>Comments</u>	<u>Amount</u>
Cochrane Society for Housing Options	6	16	No	Description: Providing support and resources for families at-risk. Outcome: Families have social supports.	\$2,800.00
Cochrane Women's Emergency Shelter Society (Big Hill Haven)	6	15	No	Description: Programs and services to support family violence. Outcome: Families have social supports.	\$3,450.00
Community Support Program	6	13	No	Description: Social worker assists people who are isolated by providing support, information and resources. Outcome: Families have social supports.	\$7,550.00
Internal Programs: Information, support, referrals and programming	5	13	Yes	Description: Programs and services to assist families and vulnerable populations with information, referrals, support and resources. Outcome: Families have social supports.	\$279,199.00

Total Families Expenditures

\$292,999.00(B)

C. Adults

<u>Program Description</u>	<u>Level1</u>	<u>Level2</u>	<u>Internal?</u>	<u>Comments</u>	<u>Amount</u>
Cochrane and Area Victim Services	13	13	No	Description: Training and support for Victim Services volunteers so they have the skills and capacity to respond to community needs. Outcome: My organization is better able to serve the people in my community. Community social issues are identified and addressed.	\$4,100.00
Tapestry of Women	12	26	No	Description: One day conference to promote mental health and well-being. Outcome: Individuals experience personal well-being.	\$120.00

Total Adults Expenditures

\$4,220.00(C)

D. Seniors

<u>Program Description</u>	<u>Level1</u>	<u>Level2</u>	<u>Internal?</u>	<u>Comments</u>	<u>Amount</u>
Helping Hands	10	45	No	Description: Coordinate volunteers to assist people in need in the community. Outcome: Individuals experience personal well-being.	\$4,650.00
Internal Program: Information, support, referrals and programming	6	45	Yes	Description: Information, support and referrals; programs and workshops; seniors week activities. Outcome: Individuals experience personal well-being.	\$186,132.00
Seniors for Kids: Senior Mentoring Program	10	46	No	Description: Mentoring program for seniors with children at risk. Outcome: Individuals experience personal well-being.	\$5,800.00

Seniors on the Bow	13	46	No	Description: Engages seniors in workshops and programs to increase knowledge, skill and connection. Outcome: Individuals experience personal well-being.	\$2,350.00
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Total Seniors Expenditures

\$198,932.00(D)

E. Community Development

<u>Program Description</u>	<u>Level1</u>	<u>Level2</u>	<u>Internal?</u>	<u>Comments</u>	<u>Amount</u>
FCSS Advisory Board	10	18	Yes		\$426.00
Internal Program: Community Initiatives	7	26	Yes	Description: FCSS staff support a variety of community development initiatives to promote wellness and improve social outcomes. Outcome: Community is connected and engaged.	\$279,199.00
Internal Program: Volunteer Development	10	61	Yes	Description: Volunteer support for organizations and potential volunteers. Outcome: Community is connected and engaged.	\$4,630.00

Total Community Development Expenditures

\$284,255.00(E)

F. Grant Transfers to other FCSS Programs

<u>Program Description</u>	<u>Level1</u>	<u>Level2</u>	<u>Internal?</u>	<u>Comments</u>	<u>Amount</u>
Total Grant Transfers					\$0.00(F)

G. FCSS Management

<u>Program Description</u>	<u>Level1</u>	<u>Level2</u>	<u>Internal?</u>	<u>Comments</u>	<u>Amount</u>
Salaries	14	98	Yes		\$93,066.00

Total FCSS Management Expenditures

\$93,066.00(G)

Total Expenditures (A + B + C + D + E + F + G = H) \$977,918.00(H)

SECTION 3 - Attachments

Review Engagement Report:


Audit Report:

Other Related Documentation:

SECTION 4 - Certificate of Compliance

This is to certify that:

- To the best of my knowledge and belief, the projects/services and expenditures included in this report comply with the requirements and conditions set out in the Family and Community Support Services Act and Regulation; and all expenditures and revenues relative to the Program have been included in the report.
- The 20% municipal contribution has been derived from the operating budget of the municipality.


Director or Designate **Date**
Compliance

KIM KRAWEC
Name Of Director or Designate


Chief Administrative Officer or **Date**
Designate Compliance

JAYLENE KNIGHT
Name Of Chief Administrative
Officer or Designate

SECTION 5 - Additional Notes



Rocky View County
Family & Community Support Services (FCSS)

2022 FCSS GENERAL FUNDING APPLICATION

(FUNDING PERIOD: January 1 – December 31, 2022)

ALL INFORMATION PROVIDED IS PUBLIC

APPLICATION DEADLINE IS 4:00 P.M. AUGUST 30, 2021 NO EXCEPTIONS

1. ORGANIZATION INFORMATION	
Organization Name	Cochrane Family and Community Support Services
Program Name	Rural Community Support Program
FCSS Funding Request (over \$7,500) (from Section 9.6 C Proposed Budget)	\$95,000.00
E-Mail Address and Website	Wendy.farnsworth@cochrane.ca www.cochrane.ca/391/FCSS
Mailing Address (include postal code)	101 RancheHouse Road, Cochrane AB T4C 2K8
Street Address (for courier purposes)	#1, 209 – 2 nd Ave. W Cochrane
Agency Telephone Number	403-852-2250
Agency Fax Number	403-851-2260
Executive Director Name	Kim Krawec
Program Contact Name	Wendy Farnsworth
Phone Number (If different from above)	403-851-2286

2. CERTIFICATION OF COMPLIANCE
This is to certify that to the best of my knowledge and belief, the information included in this application 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)
A program outcomes evaluation is required by February 28, 2023 if your application is successful


Signature (Agency Signing Authority)
Stacey Loe
 General Manager, Legislative and
 Protective Services
Print Name


Jeff Genung
 Mayor
Print Name

Click here to enter text.

Title

Click here to enter a date.

Date Aug 23, 2021

Submit Completed Documents to, or for further assistance contact:

Dimitri Dimopoulos, FCSS Coordinator
Rocky View County
262075 Rocky View Point
Rocky View County, AB T4A 0X2

For further assistance, please call 403.520.1289 or email fcss@rockyview.ca

Please note that faxed or e-mailed copies of the application will not be accepted. It is strongly recommended that you courier or hand deliver your proposal (printed single sided pages only) and request confirmation of receipt. APPLICATION DEADLINE IS 4:00 P.M. AUGUST 30, 2021 - APPLICATIONS NOT RECEIVED BY THIS DEADLINE WILL NOT BE ACCEPTED.

☒ Please email confirmation of receipt of this application to: wendy.farnsworth@cochrane.ca

Please indicate how you heard of the Rocky View County FCSS Program:

_____ newspaper ad _____ social media _____ website visit/search
_____ word of mouth X other (specify) long standing relationship

3. SOCIETY MEMBERSHIP (current)	
Number of Members	7
Membership Fee Per Member	N/A

4. TYPE OF ORGANIZATION		
Alberta Societies Act Registration Number:		
Charitable Number (if have one):		<input checked="" type="checkbox"/> Government Agency

5. DAYS AND HOURS OF OPERATION OF THE PROGRAM							
OPERATING HOURS	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
	8:30 – 16:30	8:30 – 16:30	8:30 – 16:30	8:30 – 16:30	8:30 – 16:30	Closed	Closed
Dates not Open:	Weekends and statutory holidays						
Statutory Holiday:	Closed			Other			

6. DOCUMENTATION REQUIREMENTS:	ATTACHED
<u>Do not provide other attachments unless requested to do so.</u>	
List of current agency Board of Directors by name and Board position (Board information is requested to ensure sufficient governance and make members accessible to administration, if required.) Do not include personal contact information (home addresses, emails, or phone numbers).	<input checked="" type="checkbox"/>
Fee Policy and Schedule (if applicable)	<input type="checkbox"/>
Organizational Chart of Agency	<input checked="" type="checkbox"/>
Certificate of Incorporation under the Societies Act if new applicant. (Not applicable to other municipal governments and associated departments)	<input type="checkbox"/> Included <input checked="" type="checkbox"/> Not Applicable
Constitution and Bylaws (first time applicants only unless changes were made by previously funded groups)	<input type="checkbox"/>
Job description(s) for County FCSS funded positions requested (first time applicants only unless changes were made by previously funded groups)	<input type="checkbox"/>
Most recent Audited Financial Statement	<input checked="" type="checkbox"/>

The personal information on this form is being collected for the purpose of determining eligibility of an applicant to receive FCSS funding; to assist in administering the FCSS funding; and to monitor, assess, and evaluate your program. This information is collected under the authority of Section 33 (c) of the Freedom of Information and Protection of Privacy Act and may become public information once it is submitted to the FCSS program. Questions regarding the collection of this information can be directed to the Manager, Recreation and Community Services at 403.520.6307.

7.1 PROGRAM DESCRIPTION

Provide a brief program description in a few sentences (to be used for publication by FCSS)

The Rural Community Support Program provides residents in West Rocky View County with direct access to social service support. This service provides people with access to basic needs support, supportive counselling, information on local programming, events, resources and professional referrals. Services are free and confidential. This role also includes increasing awareness of the services and resources available to RVC residents and community development work which involves identifying needs and collaborating with partners, local organizations, and community residents to find solutions.

7.2 PREVENTION

In what way(s) is your program preventive in nature? Check the appropriate items from the following list. You will be required to report on each of the Outcomes that you have selected.

Provincial Outcome	Rocky View County Outcomes	
Improved social well-being of individuals	Outcome 1: Individuals experience personal well-being. Indicators: Resilience; self-esteem; optimism; capacity to meet needs; autonomy; competence; personal engagement; meaning and purpose.	<input checked="" type="checkbox"/>
	Outcome 2: Individuals are connected with others. Indicators: Quality of social relationships; social supports available; trust and belonging.	<input type="checkbox"/>
	Outcome 3: Children and youth develop positively. Indicators: Developmental assets.	<input type="checkbox"/>
Improved social well-being of families	Outcome 4: Healthy functioning families. Indicators: Positive family relationships; positive parenting; positive family communications.	<input type="checkbox"/>
	Outcome 5: Families have social supports. Indicators: Extent and quality of social networks; family accesses resources as needed.	<input checked="" type="checkbox"/>
Improved social well-being of the community.	Outcome 6: The community is connected and engaged. Indicators: Social engagement; social support; awareness of the community; positive attitudes toward others and the community.	<input type="checkbox"/>
	Outcome 7: Community social issues are identified and addressed. Indicators: Awareness of community social issues; understanding of community social issues; agencies and/or community members work in partnership to address social issues in the community.	<input checked="" type="checkbox"/>

7.3 PRIMARY TARGET

Indicate the Primary target at whom the program is aimed by estimating the percentage of the program's FCSS allocation that is directed to services in the following categories.

Children		0%
Youth	10	0%
Families	15	0%
Adults	20	0%
Seniors	20	0%
Volunteerism	10	0%
Community Development	25	0%
Total	100	%

7.4 SOCIAL SERVICE CONTINUUM

Please indicate the percentage of each section below that your program provides.

• Promotion: Programs and services that promote public education and awareness of social needs.	20	0%
• Prevention: Programs and services focused at the earliest opportunity on individuals and families whose social well-being in community life is at risk.	35	0%
• Early Intervention: Programs and services focused on individuals and families with identified early signs of unmet needs, who require support to enhance their social well-being.	30	0%
• Specialized Services: Programs and services for individuals and families focused on emerging social needs not yet sufficiently addressed by community support.	15	0%
• Remediation Services: Programs and services for individuals and families with clearly defined unmet needs, who require assessment, intervention, and treatment to enhance their social well-being.		0%
Total	100	%

8. COORDINATION AND COMMUNICATION

A. Identify organizations within the program's catchment area (define your region of operation; include towns and border of service area and also clearly mark it on the map with thick black lines) that provide similar services.

The Rural Community Support Program provides services to West Rocky View County communities, including Bragg Creek, Springbank, Beaupre, Bearspaw, Bottrell and the rural areas between. The area includes sections 1, 2, 3, 9, and half of sections 7 and 8.

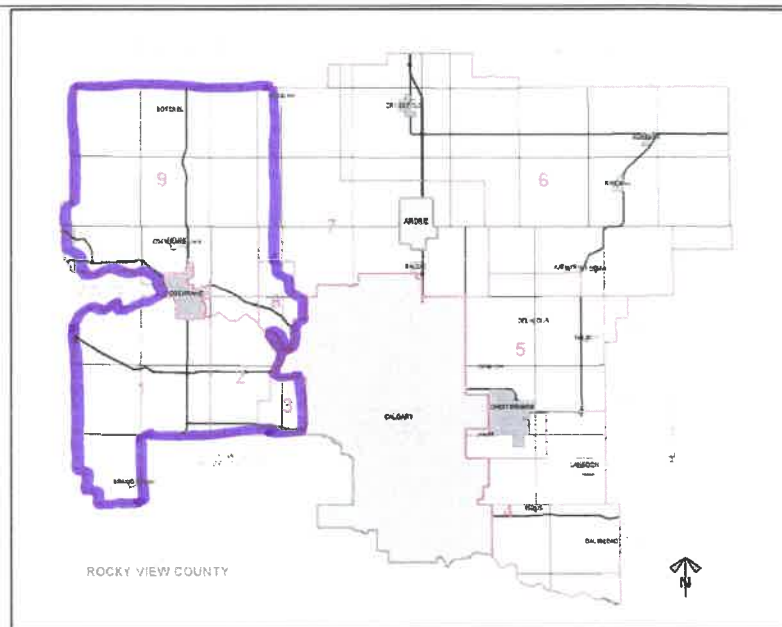
The Rural Community Support Program is unique, offering social service support and community development support to rural residents, within west Rocky View County.

The Community Support Worker has built relationships with the rural community centres, associations, schools, local stakeholders and other non-profit organizations and services, and meets with them on a regular basis. Some of these organization include:

- Bearspaw Lifestyle Centre – Recreation
- Beaupre Hall – Events and rental space
- Bragg Creek Community Association – recreation, events, rental space, and information sharing
- Bragg Creek Ladies Auxiliary – Fundraising and events
- Bragg Creek Snowbirds – Older adult club
- BGC of Cochrane and Area
- Chamber of Commerce for Bragg Creek and Cochrane
- Care in the Creek (Medical practice in Bragg Creek)
- Cochrane Addiction and Mental Health
- Cochrane and Area food bank
- Cochrane and Area Hospice Society
- Darique Hall – Events and rental space
- HG Smith and Associates
- Helping Hands Society of Cochrane and Area

- MD of Bighorn
- Rocky View Schools
- Redwood Meadows Community Association – recreation, events, rental space, and information sharing
- Cochrane and Area Rotarians
- Seniors on the Bow – Older adults club
- Springbank Park for all Season – recreation
- Springbank Community Association – information sharing
- And more....

The Rural Community Support Program operates out of the Cochrane FCSS office and the Bragg Creek Community Centre Resource office. When mobility and transportation issues are a barrier for rural residents, meetings can take place at a client's home, a local school, or another community centers. The Rural Community Support program works with clients to accommodate them and ensure their needs are met (outreach).



B. What cooperative and coordinative steps has the program taken with these agencies?

The Rural Community Support Worker regularly participates in a variety of meetings with other agencies to share information, discuss ways we can work together to support each others work, identifying community needs and strategize on ways to find solutions, ensuring there is no duplication of services.

Example list:

- During the pandemic the Community Support Worker was aware that some rural community associations were struggling and organized a meeting to discuss current issues, provide support, and share information. The Community Support worker has Chaired three Rural Community Associations meetings since November 2020.
- The Community Support Worker holds the Chair position for Seniors Advisory Committee for Cochrane and Area. The committee includes people who work with older adults, supports older adults and/or is an older adult (public at large). This committee is a Town of Cochrane partner, so a member of council attends. We all work together to address current challenges facing our older adult population.
- Since 2013, the Rural Community Support Worker has been involved with the Bragg Creek and Redwood Meadows Wellness Network. This Network is inclusive to anyone wanting to attend (local professionals and local public at large). We share information and plan activities which address community needs, encourage connection, and enhance wellness.
- The Community Support Worker stays connected with the rural school's Administration and Child Development Advisors, sharing resources, programs, and event information. CDA's often refers families to the Rural Community Support program for fee and confidential resource meetings.
- The Community Support Program frequently attends the County Connections program at Beaupre Community. This offers an opportunity for the Community Support Worker to stay connected to the families in that area.

- The Community Support Worker will also attend other rural events and programs, to connect with residents, in Bragg Creek, Bearspaw, and Springbank.

C. Describe the similarities and differences between the proposed program and those identified as being delivered by other organizations.

FCSS and the FRN are the social service hub for Cochrane and surrounding communities in west Rocky View County. We work hard to stay connected to local partners and organizations and work together, so no agency, including ours, is working alone, in silos. We share, rather than duplicate our efforts, resources, and services. We refer to each other and work together. One example of this is the participation of the Rural Community Support worker at the Older Adult Case Collaboration Table. At this table several professionals come together to problem solve complex cases. This table is helpful to both the client and the support workers/professionals.

Cochrane FCSS led the Social Recovery Task Force in 2020 and a Regional Community Needs Assessment in 2017. The 2020 SRTF results helped us understand the social, emotional, and financial impacts of COVID-19. The 2017 Needs Assessment survey identified assets, service gaps, opportunities, and priorities regarding community service, which helped to guide our work.

Because we work closely with partners and other organization to build capacity, strengthen our communities, and avoid duplication of service, we would be aware and discontinue any program that other agencies are providing.

OUTCOMES MODEL

(For further information on the outcomes model contact the County FCSS program for a copy of a toolkit.)

9.1 AGENCY/PROGRAM VISION

Desired social condition. May be your agency's existing vision statement.

The Rural Community Support program sees both people and communities as clients and strives to improve social well being. The program encourages, strengthens, and stabilize individuals, families, and community life.

9.2 AGENCY/PROGRAM MISSION

Unique role in working towards the desired social condition. What are you currently doing to achieve your mission (e.g. other programs and services that are not a part of this application for funding)?

The Rural Community Support Program aims for best practice in service delivering to individuals, families, and community, to achieve desired social condition.

This is done by:

- Providing meeting opportunities to connect people to resources and supporting them in finding solutions for the problems in their lives.
- Developing and enhancing partnerships.
- Communicating, coordinating, and collaborating with community partners and organizations.
- Supporting residents, stakeholders, and organizations in identifying needs and finding their own unique solutions, to increase community strength and resiliency.
- Supporting the development of evidence based, preventative and early intervention programs which will support the health, wellness and resiliency of Cochrane and West Rocky View County residents.
- Professional development. Examples of current training: Trauma Informed practice, Professional Boundaries, Disability Tax Credit & RDSP Information, Truth and Reconciliation -Stoney Nakoda Series.
- Continued dedication to increasing awareness of the services and resources we provide.

9.3 STATEMENT OF NEED

Problem statement: description of the situation you wish to change.

Listed below are situations the Community Support worker would like to see change:

- FCSS Frontline worker (includes Community Support Worker) fatigue brought on by increased workload due to growing population and staff cuts / budget changes.
- A lack of services due to COVID 19. Example: Cochrane Alberta Income Support office remains closed, along with many other organizations and services offering reduced services, if any, since March 2020. This has been challenging for many residents.
- A lack of medical doctors in Cochrane and West Rocky View County have resulted in many clients who are not attached to a family physician and not getting consistent medical care.
- A lack of affordable and/or subsidized housing, along with rising rent prices has many people / clients living out of their vehicles, tents or campers, storage units, or couch surfing this summer.
- Many seniors are using up to 75% of their monthly fixed income to pay their increased rent, leaving very little to cover the rest of their basic needs. Long wait lists for subsidized seniors housing.
- There have been some positive outcomes through out our Covid-19 experience as well as negative outcomes for many people. The additional challenges due to COVID-19 include a lack of connection, isolation, job loss, financial instability, fear, and an increase in social and political polarization.

9.4 STRATEGY/ACTIVITIES

How will the program address the specified need? What goal or long-term change or impact do you want to achieve? What are you going to do in the program to achieve your goal(s)?

The staff at Cochrane FCSS / FRN are currently involved in strategic planning and will prioritize the following:

- Cross training and restructuring staff.
- Identifying and addressing priority issue through collaborative partnership.
- Increase the profile of social issues and awareness of programs and services.
- Increase capacity of community organization to support their sustainability.
- Respond to the social impact of COVID-19 with a focus on poverty reduction and promoting mental health through social connection.

Advocacy

- Letters have been written and sent to key personal, encouraging agencies to consider reopening for in-person support of essential services.
- Information has been shared with the appropriate organizations. Example: CSHO (Cochrane Society for Housing Options and Rocky View Foundations regarding housing.

Collaborative work:

- The situations above will be discussed at staff and community meetings with the intention of collaborating to find solutions.
- The Community Support Worker is the Chair for the Seniors Advisory Committee, which includes rural representation, professionals working with our older adult population, public at large, and Town of Cochrane Council representation. The committee is focusing on these three areas for 2022:
 1. Physician shortage - Attracting and Retaining physicians, in Cochrane.
 2. Mental Health - Addressing Isolation (social activities – connection).
 3. Affordability - Addressing Financial barriers.

9.5 RATIONALE

An explanation of why you believe this strategy or approach will work; include research if possible.

FCSS gathers data and feedback which determines our work.

FCSS also has an excellent reputation for collaborating and breaking down barriers. The Community Support Worker

encourages and supports other local organizations, agencies, and service providers to work with us, versus working alone. Partners are supported and encouraged to take a lead in problem solving. Our communities and residents strongly benefit from this collaborative culture.

9.6 INPUTS

***Please see end of application for budget shell. Budget sheet(s) MUST follow the template as provided.**

A. Have you researched or sourced other methods of funding? How do you propose to sustain this program?

The Rural Community Support program relies heavily on Rocky View County FCSS, as its primary funder.

The Community Support Worker takes advantage of promoting free and low-cost programming.

When community needs are identified and funding is required, a collaborative effort is made to find it.

For example: The Bragg Creek residents asked for mental health support for youth, in their community. The Bragg Creek and Area Wellness Network (Chaired by the Rural Community Support Worker), successfully received AHS grant dollars which were put towards youth mental health, supporting a project at Banded Peaks School. The project was delayed due to the school shutdown, through COVID-19, but was completed this spring 2021. Josh Clark, founder of Make Good in the Hood, facilitated the Banded Peak students who explored mindfulness through design. Together, they built a Calm Cabin for their school. Please see picture below.



<https://www.clarkestudio.ca/makegood>

B. Has this budget been authorized by your Board of Directors? Yes ☒ No ☐ If no, please explain:

9.7 PROJECTED OUTPUTS (Count of products and services delivered to the target group. For definitions, see the end of the report)

Please report the projected direct product of your activities, usually measured by volume of work accomplished. Must include projected number of individual participants, volunteers and volunteer hours. Other outputs may include projected number of training sessions, workshops, and community development programs. Include projected number of County residents utilizing services. Rocky View County residents do not include people who reside in Airdrie, Beiseker, Chestermere, Cochrane, Crossfield, Irricana or Redwood Meadows. It does include those who live outside of these municipalities and within the hamlets located within the County's borders.

A. PROJECTED NUMBER OF INDIVIDUAL PARTICIPANTS SERVED:

People served should only be counted once unless they are part of a family being served (see definitions). DO NOT include group participants, contacts, or community development initiatives if counted below.

Provide general summary of outputs here:

Projected number of client contacts (in-person and over the telephone). Please note that telephone meetings have gone up drastically since Covid-19.

Number of Children/Youth (0 to 18 years) **5** Number of County Residents: **2**

Number of Adults (19 to 64 years) **300** Number of County Residents: **120**

Number of Seniors (65+ years) **180** Number of County Residents: **60**

Number of Families **55** Number of County Families: **15**

B. PROJECTED NUMBER OF GROUPS SERVED:

(e.g. workshops, training and/or education groups)

Provide general summary of outputs here:

The Rural Community Support program provides a variety of educational and informative sessions for clients, the public, professionals, community groups and volunteers.

Number of Groups: **12** Total Number of Participants: **180** Number of County Residents: **60**

C. PROJECTED NUMBER OF CONTACTS PROVIDED:

(e.g. providing assistance with forms/referral; telephone, mail outs, email, and social media)

Provide general summary of outputs here:

Email inquiries and communication from clients or professional consultation included below.

Social media is handled by the Communication people at FCSS and the Town of Cochrane – numbers unknown.

Number of Clients: **950** Number of County Residents: **320**

D. PROJECTED NUMBER OF COMMUNITY DEVELOPMENT INITIATIVES:

(E.g. community assessment, mobilization, and/or advocacy committees. Do not include service to individuals)

Provide general summary of outputs here:

Community Development Initiatives include:

- Bragg Creek and Redwood Meadows Wellness Network; Chair
- Rural Community Associations: Chair
- Seniors Advisory Committee: Chair
- Ad Hoc opportunities to support grass roots community development initiatives

Number of Initiatives: **6** Number of Clients: **500** Number of County Residents: **200**

E. VOLUNTEERISM

a) What are the roles of volunteers in the program?

Advisory boards, engagement, client supports, community development.

b) How does the program promote, encourage, and facilitate the use of volunteers?

Inviting volunteers to participate in information sharing, needs assessments, community development initiatives, events, and specific supports for residence where services are not available.

c) Total number of volunteers in agency/program:

60

d) Total number of volunteer hours in 2021:

350

e) Estimated number of volunteer hours until the end of 2022:	700
---------------------------------------------------------------	-----

9.8 EXPECTED OUTCOMES

Statements, which describe the difference the agency/program intervention will make with clients in the short term, mid-term, and long term. These must logically connect to the Provincial and Rocky View County Outcomes in Section 7.2.

Outcome 1: Individuals experience personal well-being.

Short-term: Increased understanding of personal needs and of the skills that help meet them; increased understanding of competence in these areas.

Mid-term: Increased skills required to meet personal needs; increased sense of competence- depends on intervention/course attended (communication skills, healthy relationships, problem solving, planning, money management).

Long-term: Individuals can identify and meet their personal needs; individuals feel competent to identify and meet their personal needs.

Outcome 2: Families have social supports.

Short-term: Increased awareness of how connected families feel to others in their community; increased awareness of social supports available in community.

Mid-term: Increased experience of social support from others in community; increased connection to social supports in community.

Long-term: Families identify and access social supports in community.

Outcome 3: Community social issues are identified and addressed.

Short-term: Community issues are identified by community members/ groups; community members' awareness of local social issues is raised.

Mid-term: Community members / groups plan to address identified social issues.

Long-term: Community issues are addressed by community members and groups

9.9 OUTCOME INDICATORS

List the specific items of information that you will track to measure your program's success on outcomes. These are generally in the form of a cluster of questions or surveys and relate directly to the Rocky View County Outcome Indicators listed in Section 7.2. Copies of the Provincial FCSS Measures Bank are available upon request.

Outcome 1: Individuals experience personal well-being.

Indicator: Optimism

PM-3-I believe I have the ability to improve my life

Indicator: Capacity to meet needs

PM 11-I am able to get by financially on my monthly income

Outcome 5: Families have social supports

Indicator: Extent and Quality of Social Networks

PM 4 My family has people we can count on to help us

Indicator: Family Accesses Resources as Needed-

PM 1 I know what resources are available for my family

Outcome 7: Community social issues are identified and addressed.

Indicator: Awareness of Community Social Issues

PM 1 I am aware that is a social issue in my community.

Indicator: Agencies and/or Community Members work together in partnership to address social issues in the community.

PM 1 I have / my organization has good working relationships with other community agencies.

10. ADDITIONAL INFORMATION

Please provide a brief agency/program history.

The 2010 Rocky View County Needs Assessment indicated that rural residents were willing to travel 20 to 25 minutes to access information and referral resources but would prefer to access support and resource information in their own community. In response to that feedback, the Rural and Community Support program was created. The Rural Community Support Program has supported the residents of west Rocky View County since October 31st, 2011.

11. STORIES

Please provide 1 or 2 short anecdotal stories about some of your County rural clients who have received services from your organization, and how their situation has improved as a result of their involvement in this program. This story may be used for publication by FCSS. Please do not include any client identifying information.

This year, I was introduced to a client who belonged to a street gang, well known for drug trafficking, in another community. He wanted to break away from the violent lifestyle and needed to flee when it was no longer safe for him to remain where he was. He moved to a community in west Rocky View County, to stay with a friend and her family. He was finally far away from the violence and crime he had been involved with for the last couple of years. The family he was staying with connected him to the Rural Community Support Program with the hope that he would be supported in finding other living arrangements. The family said he could stay for a couple of months, until he had another place to go. The client and I had several conversations about goals and with support, the client created a plan. The client was connected to Prospect - financial support for students, so he could go back to school. This was not a quick process for him, but he didn't give up. Once he received his funding, he learned about banking, budgeting, assets, credit and how to avoid debt, through the FIRM program (Financial Information and Resource Management), facilitated by the Community Support Worker. The client created a manageable budget for his Prospect funding, which included paying a small amount of rent to his friend's family. He also accessed the Cochrane and Area food bank, which filled the kitchen cupboards with food, so he could feed himself and make some meals for the people he was living with. His contributions created good will. His friend's family could see the effort he was putting into changing his life and following through with his action plan, so they invited him to stay longer.

To support him with employment he was connected to the Rocky View and Wheatland County Employment Center, where he received support creating a resume and learned interviewing skills. Soon after, he found part time employment, which didn't interfere with his school schedule. He also attended a 12 hour RentSmart course, facilitated by the Community Support Worker, which teaches participants how to find and secure a place to rent, how to be a successful tenant, the responsibilities of landlords and tenants, how to get along with neighbours and where to find information on the Alberta Residential Tenancy Act. He received a certificate of completion, from this program and the family he was staying with were once again impressed with his efforts and extended his stay, for the next school year. This client also struggles with PTSD from childhood trauma and the violence he faced during gang life. He was able to access a family physician and mental health supports, which is ongoing. This client has one more year left of school and is considering the automotive program through SAIT. He has demonstrated maturity and a strong desire to achieve his goals at only 17 years old. With the support of the kind family he is living with and the resources he is connected to, he is looking forward to a bright future.

**INSERT BUDGET DETAILS ON THE FOLLOWING PAGE
 DO NOT INCLUDE IN-KIND SUPPORTS, ONLY ACTUAL DOLLARS
 AN EXCEL SPREADSHEET IS AVAILABLE FOR INSERTION**

2022 Rocky View County FCSS Budget Page

Please ensure that section 9.6 C. starts on a page(s) with no other sections on the page(s). For consistency purposes, it is **IMPERATIVE** that you use the following template as provided and **NOT** modify it, other than adding additional lines.

9.6 C. INPUTS (Resources dedicated to the project. Include staff and budget for one year.)			
2022 PROPOSED BUDGET (Ensure all calculations are correct. Use the second column to itemize the program expenses to which you plan to direct County FCSS funds. Column 1 + Column 2 = Column 3)			
ITEM	Column 1 2022 Costs to be paid or contributed by the Applicant and other funding partners (Agency Contribution)	Column 2 2022 Costs to be funded by County FCSS (Program Request)	Column 3 2022 Projected Year End Total Project Budget (Total Cost)
EXPENSES			
PERSONNEL (specify positions and hours per week)			
Rural Community Support Worker		79,000.00	79,000.00
Benefits	4,750.00	15,000.00	19,750.00
FCSS Manager (supervision)	5,000.00		5,000.00
			0.00
a. SUBTOTAL PERSONNEL	9,750.00	94,000.00	103,750.00
TRAVEL & TRAINING (specify)			
Mileage to Rocky View County communities	3,250.00	0.00	3,250.00
Staff Training/Professional Development		1,000.00	1,000.00
			0.00
			0.00
b. SUBTOTAL TRAVEL & TRAINING	3,250.00	1,000.00	4,250.00
MATERIALS AND SUPPLIES (specify)			
Program and event promotional materials	5,000.00		5,000.00
Office supplies	1,000.00		1,000.00
			0.00
			0.00
c. SUBTOTAL MATERIALS AND SUPPLIES	6,000.00	0.00	6,000.00
OTHER (specify)			
Office rent	3,220.00		3,220.00
Cell Phone	780.00		780.00
Contracts: to bring external facilitators/speakers to rural areas	1,000.00		1,000.00
			0.00
d. SUBTOTAL OTHER	5,000.00	0.00	5,000.00
e. TOTAL EXPENDITURES (e=a+b+c+d)	24,000.00	95,000.00	119,000.00
REVENUE (specify other sources of funding including fundraising, fees for service, other grants, etc.)			
Cochrane FCSS/Town of Cochrane	24,000.00		
f. TOTAL REVENUE	24,000.00		
g. FCSS REQUEST (DEFICIT = Total of Column 3 Expenditures – Total Revenue)		95,000.00	

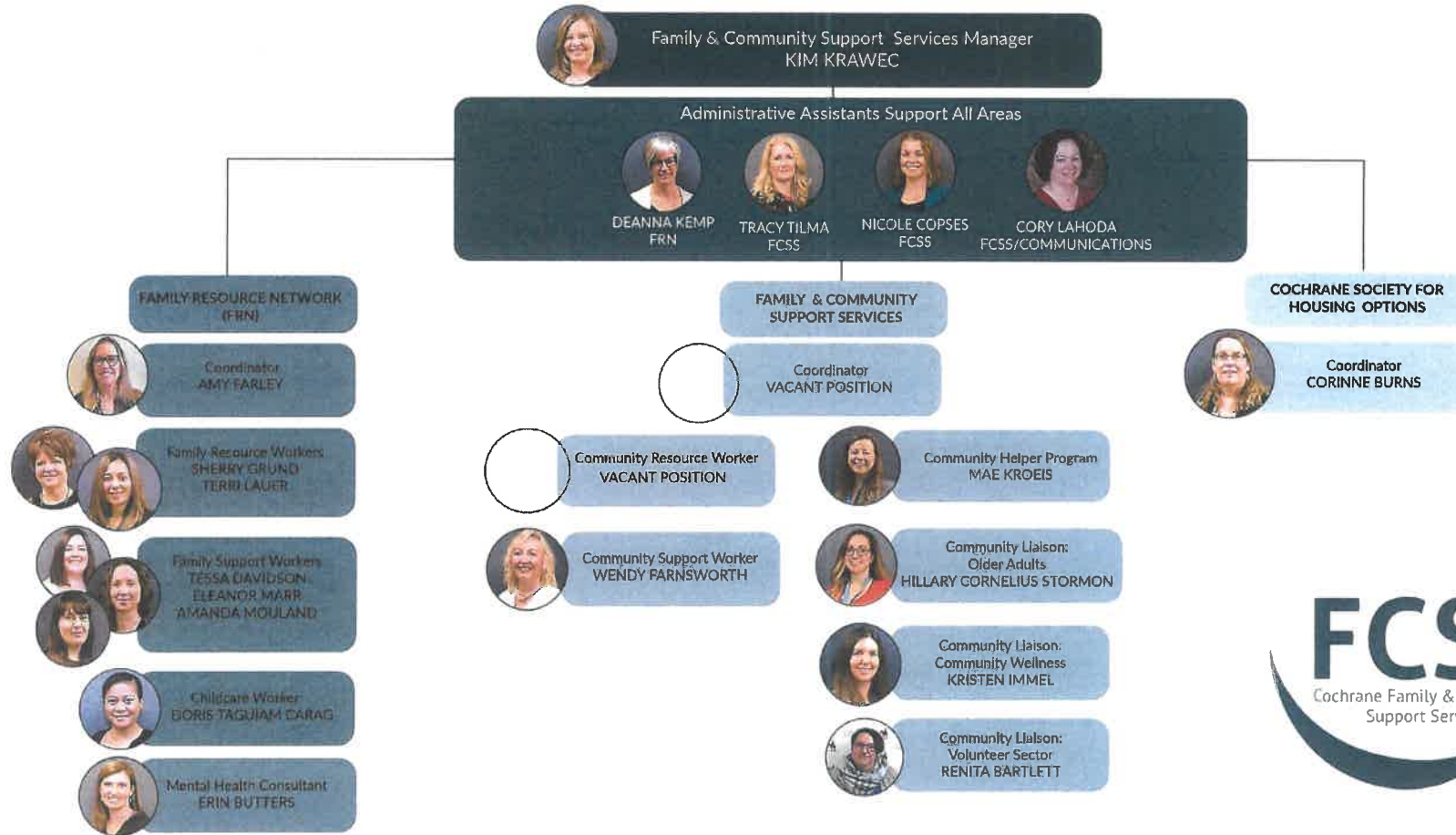
COMPLETE THIS SECTION ONLY IF YOU RECEIVED 2021 COUNTY FCSS FUNDING AND ARE APPLYING FOR AN INCREASE.

12. 2022 FUNDING INCREASE REQUEST EXPLANATION	
A. 2021 County FCSS Grant	92,500.00
B. 2022 County FCSS Request	95,000.00
C. Does this request result from a decrease in other funding support? Specify.	
No. Our request for funding has not changed from 2021. In 2021, we also requested this amount to support the Rural Community Support Program.	
D. Identify requested funding increase. List each category and the amount of increase (e.g. Personnel, Materials and Supplies).	
Personnel: staffing expenses (wages and benefits continue to rise each year).	
E. Provide a rationale together with supporting data, using demographics as necessary.	
Staffing expenses continue to rise. Cochrane FCSS prides ourselves on our ability to offer competitive wages and benefits to ensure we are recruiting and retaining quality, qualified staff.	
F. How will this increase impact clients and services? How will the change be measured? If the increase is not granted, what effect will it have?	
If we are not granted the increase, there will be no noticeable difference to the services offered. The impacts may be felt internally in our ability to recruit and retain staff.	
G. Outline the efforts already taken to accommodate the proposed program adjustment.	
We continually seek funding opportunities that align with our mandate and strategic direction.	
H. How many years have you received County FCSS funding?	
This program has been supported by Rocky View County FCSS for many years.	

Cochrane Family & Community Support Services Advisory Board			
Membership	<ul style="list-style-type: none"> • One (1) Councillor • Four (4) Public-at-Large Representatives (Town) • One (1) Public-at-Large Representative (Rocky View County) • One (1) Public-at-Large Representative (United Way Liaison) 		
Chair	Margaret Stevens	Vice-Chair	Rick Lancaster
Recording Secretary	Nicole Copses, Administrative Assistant – FCSS T: 403.851.4737 E: nicole.copses@cochrane.ca		

Meeting Schedule	Time	Location
1 st Wednesday of every month	6:30pm	FCSS Office, Stable Room
Term		
On-going.		
Membership	Appointment	Expiry
Council		
Councillor Fedeyko	10/2020	10/2021
Councillor Wilson, Alternate	10/2020	10/2021
Town Reps		
Lyle Balmer	01/01/2020	12/31/2022 <i>2nd Term</i>
Valerie Borsos	04/08/2019	12/31/2021
Ryan Koudys-Stone	04/08/2019	12/31/2021
Vacant		
Rocky View County Rep		
Rick Lancaster	04/08/2019	12/31/2021 <i>2nd Term</i>
United Way Liaison		
Margaret Stevens	01/01/2021	12/31/2023 <i>2nd Term</i>
Administrative Rep		
Kim Krawec		

Last Updated: July 28, 2021



TOWN OF COCHRANE
CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2020

Management's Responsibility

To the Members of Council of the Town of Cochrane:

Management is responsible for the preparation and presentation of the accompanying consolidated financial statements, including responsibility for significant accounting judgments and estimates in accordance with Canadian public sector accounting standards. This responsibility includes selecting appropriate accounting principles and methods, and making decisions affecting the measurement of transactions in which objective judgment is required.

In discharging its responsibilities for the integrity and fairness of the consolidated financial statements, management designs and maintains the necessary accounting systems and related internal controls to provide reasonable assurance that transactions are authorized, assets are safeguarded and financial records are properly maintained to provide reliable information for the preparation of consolidated financial statements.

Council is composed entirely of individuals who are neither management nor employees of the Town. Council is responsible for overseeing management in the performance of its financial reporting responsibilities, and for approving the consolidated financial statements. Council fulfills these responsibilities by reviewing the financial information prepared by management and discussing relevant matters with management and external auditors. Council is also responsible for recommending the appointment of the Town's external auditors.

MNP LLP is appointed by Council to audit the consolidated financial statements and report directly to them; their report follows. The external auditors have full and free access to, and meet periodically and separately with, both Council and management to discuss their audit findings.

April 26, 2021

A handwritten signature in blue ink, consisting of a stylized 'M' followed by a large, sweeping loop that ends with a small arrow pointing to the right.

Chief Administrative Officer



Independent Auditor's Report

To the Members of Council of the Town of Cochrane:

Opinion

We have audited the consolidated financial statements of the Town of Cochrane (the "Town"), which comprise the consolidated statement of financial position as at December 31, 2020, and the consolidated statements of operations, changes in net financial assets, cash flows, and schedules 1 through 6 for the year then ended, and notes to the consolidated financial statements, including a summary of significant accounting policies and other explanatory notes.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the financial position of the Town as at December 31, 2020, and the results of its operations, changes in net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Consolidated Financial Statements section of our report. We are independent of the Town in accordance with the ethical requirements that are relevant to our audit of the consolidated financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged With Governance for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of the consolidated financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the consolidated financial statements, management is responsible for assessing the Town's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Town's financial reporting process.

Auditor's Responsibilities for the Audit of the Consolidated Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control.



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- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Town's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the consolidated financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Town to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the consolidated financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the Town to express an opinion on the consolidated financial statements. We are responsible for the direction, supervision and performance of the group audit. We remain solely responsible for our audit opinion.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Report on Other Legal and Regulatory Requirements

Debt Limit Regulation

In accordance with Alberta regulation 255/2000, we confirm that the Town is in compliance with the Debt Limit Regulation. A detailed account of the Town's debt limit can be found in note 9.

Supplementary Accounting Principles and Standards Regulation

In accordance with Alberta regulation 313/2000, we confirm that the Town is in compliance with the Supplementary Accounting Principles and Standards Regulation and note the information required can be found in note 13.

MNP LLP

Calgary, Alberta

April 26, 2021

Chartered Professional Accountants

MNP

Town of Cochrane
For the year ended December 31, 2020

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Town of Cochrane
Consolidated Statement of Financial Position
As at December 31, 2020

	<u>2020</u>	<u>2019</u>
	<u>\$</u>	<u>\$</u>
Financial assets		
Cash and temporary investments (Note 2)	72,121,528	65,194,025
Receivables		
Taxes and grants in place of taxes (Note 3)	1,313,900	885,389
Trade and other receivables	14,702,564	13,347,402
Trade and other inventory	4,155	4,155
Investments (Note 4)	2,017,688	6,958,134
	<u>90,159,835</u>	<u>86,389,105</u>
Liabilities		
Accounts payable and accrued liabilities	6,381,652	10,107,364
Deposit liabilities	1,822,309	1,941,443
Deferred revenue (Note 5)	16,267,740	7,057,569
Employee benefit obligations (Note 6)	1,325,877	1,290,377
Long term debt (Note 7)	7,733,118	9,157,860
Capital lease (Note 8)	6,369,125	6,476,508
	<u>39,899,821</u>	<u>36,031,121</u>
Net financial assets	<u>50,260,014</u>	<u>50,357,984</u>
Non-financial assets		
Tangible capital assets (Schedule 2)	472,767,302	454,815,932
Prepaid expenses	64,553	72,602
	<u>472,831,855</u>	<u>454,888,534</u>
Accumulated surplus (Schedule 1, Note 11)	<u>523,091,869</u>	<u>505,246,518</u>
Contingencies and Commitments (Note 15)		

Approved by Council:

Mayor



CAO



The accompanying notes are an integral part of these financial statements.

Town of Cochrane
Consolidated Statement of Operations

For the year ended December 31, 2020

	Budget (Note 16) \$	2020 \$	2019 \$
Revenue			
Net municipal property taxes (Schedule 3)	28,763,337	28,700,768	27,727,886
Community revitalization levy	1,398,500	1,329,157	1,316,825
Local improvement taxes	31,615	31,615	31,615
Government transfers for operating (Schedule 4)	2,947,355	3,429,790	2,894,774
User fees and sales of goods	16,121,622	16,511,298	15,288,190
Licenses and permits	1,453,940	1,157,999	1,388,651
Fines and penalties	920,950	713,277	881,712
Rentals, donations and other	778,156	1,005,743	2,665,335
Franchise fees	3,713,130	3,777,322	3,335,761
Investment income	93,000	1,102,102	2,666,187
	<u>56,221,605</u>	<u>57,759,071</u>	<u>58,196,936</u>
Expenses			
Council	545,397	453,132	543,592
General Government	7,624,788	7,102,124	8,388,405
Police and municipal enforcement	5,521,738	4,874,119	5,084,396
Fire	6,030,895	6,709,172	6,259,960
Roads, streets and transit	5,222,661	7,898,178	7,318,201
Water, wastewater and storm sewer	7,072,398	10,832,557	10,739,423
Waste and recycling	3,260,844	2,937,080	3,054,850
Subdivision and land development	2,876,303	2,617,014	2,917,300
Parks and recreation	2,306,964	2,697,847	3,232,319
Culture and facilities	5,931,463	9,196,829	8,117,916
Family and community services	2,444,957	2,057,946	2,295,987
Economic development	413,103	414,375	544,186
Total expenses (Schedule 5)	<u>49,251,511</u>	<u>57,790,373</u>	<u>58,496,535</u>
Excess (deficiency) of revenue over expenses before other items	<u>6,970,094</u>	<u>(31,302)</u>	<u>(299,599)</u>
Other Revenue (Expense)			
Development levies	-	1,571,598	3,903,155
Contributed assets	-	11,797,162	7,114,232
Loss on disposal of tangible capital assets	-	(3,710)	(21,870)
Government transfers for capital (Schedule 4)	601,688	4,511,603	9,443,454
Total other items	<u>601,688</u>	<u>17,876,653</u>	<u>20,438,971</u>
Excess of revenue over expenses	<u>7,571,782</u>	<u>17,845,351</u>	<u>20,139,372</u>
Accumulated surplus, beginning of year	<u>505,246,518</u>	<u>505,246,518</u>	<u>485,107,146</u>
Accumulated surplus, end of year	<u><u>512,818,300</u></u>	<u><u>523,091,869</u></u>	<u><u>505,246,518</u></u>

The accompanying notes are an integral part of these financial statements.

Town of Cochrane
Consolidated Statement of Changes in Net Financial Assets
For the year ended December 31, 2020

	Budget (Note 16) \$	2020 \$	2019 \$
Excess of revenue over expenses	7,571,782	17,845,351	20,139,372
Acquisition of tangible capital assets	(21,600,000)	(17,484,053)	(27,305,410)
Contributed assets	-	(11,797,162)	(7,114,232)
Amortization of tangible capital assets	-	11,326,135	11,067,169
Changes in prepaid expenses	-	8,049	(30,545)
Loss on disposal of tangible capital assets	-	3,710	21,870
	(21,600,000)	(17,943,321)	(23,361,148)
Increase (decrease) in net financial assets	(14,028,218)	(97,970)	(3,221,776)
Net financial assets, beginning of year	50,357,984	50,357,984	53,579,760
Net financial assets, end of year	36,329,766	50,260,014	50,357,984

The accompanying notes are an integral part of these financial statements.

Town of Cochrane
Consolidated Statement of Cash Flows
For the year ended December 31, 2020

	2020 \$	2019 \$
Net inflow (outflow) of cash related to the following activities:		
Operating		
Excess of revenues over expenses	17,845,351	20,139,372
Non-cash items		
Amortization of tangible capital assets	11,326,135	11,067,169
Loss on disposal of tangible capital assets	3,710	21,870
Contributed Assets	(11,797,162)	(7,114,232)
Net change in non-cash operations (net change):		
Decrease (increase) in taxes and grants in place of taxes	(428,511)	(193,483)
Decrease (increase) in trade and other receivables	(1,355,162)	(4,291,746)
Decrease (increase) in prepaid expenses	8,049	(30,545)
(Decrease) in accounts payable and accrued liabilities (Schedule 2)	(4,909,222)	5,406,135
Increase (decrease) in deposit liabilities	(119,134)	42,965
Increase (decrease) in deferred revenue	9,210,171	1,133,544
Increase (decrease) in employee benefit obligations	35,500	312,637
Cash provided by (applied) to operating transactions	<u>19,819,725</u>	<u>26,493,868</u>
Capital		
Acquisition of tangible capital assets (Schedule 2)	<u>(16,300,543)</u>	<u>(30,624,791)</u>
Investing		
Increase in investments	<u>4,940,446</u>	<u>7,429,448</u>
Financing		
Long-term debt repaid	<u>(1,532,125)</u>	<u>(7,908,399)</u>
Change in cash and cash equivalents during the year	6,927,503	(4,609,874)
Cash resources, beginning of year	65,194,025	69,803,899
Cash resources, end of year	<u>72,121,528</u>	<u>65,194,025</u>

The accompanying notes are an integral part of these financial statements.

Town of Cochrane
Schedule of Changes in Accumulated Surplus
For the year ended December 31, 2020
Schedule 1

	Unrestricted Surplus	Restricted Surplus	Equity in Tangible Capital Assets	2020 \$	2019 \$
BALANCE, BEGINNING OF YEAR	991,108	65,073,846	439,181,564	505,246,518	485,107,146
Excess of revenues over expenses	17,845,351	-	-	17,845,351	20,139,372
Unrestricted funds designated for future use	8,128,371	(8,128,371)	-	-	-
Restricted funds used for tangible capital assets	-	(11,400,852)	11,400,852	-	-
Current year funds used for tangible capital assets	(6,083,201)	-	6,083,201	-	-
Contributed tangible capital assets	(11,797,162)	-	11,797,162	-	-
Disposal of tangible capital assets	3,710	-	(3,710)	-	-
Annual amortization expense	11,326,135	-	(11,326,135)	-	-
Long term debt repaid	(1,532,125)	-	1,532,125	-	-
Change in accumulated surplus	17,891,079	(19,529,223)	19,483,495	17,845,351	20,139,372
BALANCE, END OF YEAR	18,882,187	45,544,623	458,665,059	523,091,869	505,246,518

The accompanying notes are an integral part of these financial statements.

Town of Cochrane
Schedule of Tangible Capital Assets

For the year ended December 31, 2020

Schedule 2

	Land	Land Improvements	Buildings	Engineered Structures	Machinery and Equipment	Vehicles	Construction in Progress	2020 \$	2019 \$
Cost:									
Balance, beginning of the year	68,290,879	20,266,086	95,272,823	326,533,554	7,859,399	7,551,535	48,484,349	574,258,625	540,084,829
Acquisition of tangible capital assets	-	15,735	458,001	10,514,045	85,712	43,758	18,163,964	29,281,215	34,419,642
Disposal of tangible capital assets	-	-	-	-	331,666	59,307	-	390,973	245,846
Transfers	(175,336)	434,721	1,035,248	2,291,719	1,326,736	1,768,471	(6,681,559)	-	-
Balance, end of the year	68,115,543	20,716,542	96,766,072	339,339,318	8,940,181	9,304,457	59,966,754	603,148,867	574,258,625
Accumulated amortization:									
Balance, beginning of the year	-	7,770,890	22,800,626	79,958,598	5,286,916	3,625,663	-	119,442,693	108,599,500
Annual amortization	-	821,174	2,943,694	6,504,971	387,760	668,536	-	11,326,135	11,067,169
Disposals of tangible capital assets	-	-	-	-	327,955	59,308	-	387,263	223,976
Balance, end of the year	-	8,592,064	25,744,320	86,463,569	5,346,721	4,234,891	-	130,381,565	119,442,693
Net book value of tangible capital assets	68,115,543	12,124,478	71,021,752	252,875,749	3,593,460	5,069,566	59,966,754	472,767,302	454,815,932
2019 NET BOOK VALUE OF TANGIBLE CAPITAL ASSETS	68,290,879	12,495,196	72,472,197	246,574,956	2,572,483	3,925,872	48,484,349	454,815,932	

During the year, tangible capital assets were acquired at an aggregate cost of \$29,281,215 (2019 - \$34,419,642), less contributed assets of \$11,797,162 (2019 - \$7,114,232). Of the \$17,484,053 acquired (2019 - \$27,305,410), \$1,882,342 (2019 - \$698,832) remains in accounts payable, therefore, total cash paid for capital assets during the year includes the assets acquired during the year, adjusted for the amounts in accounts payable from the current and prior year-ends which is a total of \$16,300,543 (2019 - \$30,624,791).

During the year, assets having a net book value of \$3,710 (2019 - \$21,870) were disposed of for proceeds of \$nil (2019 - \$nil), resulting in a loss on disposal of capital assets of \$3,710 (2019 - \$21,870).

The net change in accounts payable as stated on the statement of cash flows has been adjusted for the amount remaining in accounts payable related to tangible capital assets.

Included in the buildings category is a capital lease for the Protective Services Facility having a net book value of \$4,241,324 (2019 - \$4,498,374). Amortization of \$257,050 (2019 - \$257,050) has been recorded for the lease during the year. The terms of the capital lease are disclosed in Note 8.

Tangible capital assets include the cost of the expansion of the Aquatic and Curling Multisport Facility. However, the ultimate ownership has yet to be determined on this jointly owned facility and it is uncertain what impact, if any, the final determination will have on tangible capital assets.

The accompanying notes are an integral part of these financial statements.

Schedule of Property and Other Taxes

For the year ended December 31, 2020

Schedule 3

	Budget (Note 16) \$	2020 \$	2019 \$
Taxation			
Real property taxes	43,532,415	43,558,281	42,101,661
Linear property taxes	472,967	472,967	513,855
Government grants in place of property taxes	97,869	97,869	69,949
	<u>44,103,251</u>	<u>44,129,117</u>	<u>42,685,465</u>
Expenses			
Alberta School Foundation Fund	13,437,368	13,513,433	13,077,100
Calgary Catholic School Board	1,699,688	1,711,006	1,676,020
Rockyview Foundation	202,858	203,910	204,459
	<u>15,339,914</u>	<u>15,428,349</u>	<u>14,957,579</u>
Net municipal taxes	<u>28,763,337</u>	<u>28,700,768</u>	<u>27,727,886</u>

The accompanying notes are an integral part of these financial statements.

Town of Cochrane
Schedule of Government Transfers

For the year ended December 31, 2020

Schedule 4

	Budget (Note 16) \$	2020 \$	2019 \$
Transfers for operating			
Provincial Government	2,393,803	2,964,538	2,319,001
Federal Government	14,600	22,730	2,100
Other Local Governments	538,952	442,522	573,673
	<u>2,947,355</u>	<u>3,429,790</u>	<u>2,894,774</u>
Transfers for capital			
Provincial Government	601,688	4,035,144	6,283,959
Federal Government	-	476,459	3,159,495
Other Local Governments	-	-	-
	<u>601,688</u>	<u>4,511,603</u>	<u>9,443,454</u>
Total Government Transfers	<u>3,549,043</u>	<u>7,941,393</u>	<u>12,338,228</u>

The accompanying notes are an integral part of these financial statements.

Town of Cochrane
Schedule of Consolidated Expenses by Object

For the year ended December 31, 2020

Schedule 5

	Budget (Note 16) \$	2020 \$	2019 \$
Consolidated Expenses by Object			
Salaries, wages and benefits	23,553,252	23,280,892	23,082,806
Contracted and general services	11,029,649	9,236,328	11,454,119
Purchases from other governments	6,560,242	6,104,715	6,070,721
Materials, goods and utilities	3,884,705	3,855,078	4,119,335
Transfers to local boards and agencies	3,040,281	3,049,302	1,614,105
Bank charges and short term interest	74,000	96,054	88,325
Interest on long term debt and capital leases	1,109,382	841,869	999,955
Amortization of tangible capital assets	-	11,326,135	11,067,169
Total expenses	49,251,511	57,790,373	58,496,535

The accompanying notes are an integral part of these financial statements.

Town of Cochrane
Schedule of Segmented Disclosures

For the year ended December 31, 2020

Schedule 6

	Council	Protective Services	Transportation Services	Planning & Development	Community Services	Utility Services	General Government	2020
REVENUE								
Net municipal taxes	546,069	12,430,517	629,826	1,976,706	7,238,337	-	5,879,313	28,700,768
Community revitalization levy	-	-	-	-	-	-	1,329,157	1,329,157
Local improvement taxes	-	-	31,615	-	-	-	-	31,615
Government transfers for operating	-	483,124	120,862	45,881	2,583,190	98,008	98,725	3,429,790
User fees and sales of goods	-	212,547	39,311	532,387	388,799	15,275,195	63,059	16,511,298
Licenses and permits	-	152,009	-	970,875	2,200	-	32,915	1,157,999
Fine and penalties	-	343,315	-	-	6,607	-	363,355	713,277
Rental, donations and other	-	12,250	94,848	300	312,721	138,043	447,581	1,005,743
Franchise fees	-	-	3,777,322	-	-	-	-	3,777,322
Investment income	-	-	-	-	426	-	1,101,676	1,102,102
Development levies	-	-	1,147,221	-	288,384	135,993	-	1,571,598
Capital donations	-	-	-	-	-	-	-	-
Contributed assets	-	-	3,554,294	-	-	8,242,868	-	11,797,162
Government transfers for capital	-	-	4,068,488	-	315,186	127,929	-	4,511,603
	546,069	13,633,762	13,463,787	3,526,149	11,135,850	24,018,036	9,315,781	75,639,434
EXPENSES								
Salaries, wages and benefits	359,633	6,497,734	1,926,355	2,511,747	5,049,670	2,143,767	4,791,986	23,280,892
Contracted and general services	91,077	792,964	1,103,512	418,980	1,399,649	3,648,324	1,781,822	9,236,328
Purchases from other governments	-	3,402,589	-	-	131,746	2,569,064	1,316	6,104,715
Materials, goods, utilities and other	2,422	273,386	1,492,780	9,069	697,702	1,215,838	163,881	3,855,078
Transfers to local boards and agencies	-	22,500	232,752	77,000	2,717,050	-	-	3,049,302
Bank charges and short term interest	-	-	-	-	5,860	-	90,194	96,054
Interest on long term debt and capital leases	-	527,097	179,612	-	74,344	60,816	-	841,869
(Gain) loss on disposal of tangible capital assets	-	-	-	-	3,710	-	-	3,710
	453,132	11,516,270	4,935,011	3,016,796	10,079,731	9,637,809	6,829,199	46,467,948
NET REVENUE, BEFORE AMORTIZATION	92,937	2,117,492	8,528,776	509,353	1,056,119	14,380,227	2,486,582	29,171,486
Amortization expense	-	67,021	2,963,167	14,593	3,876,601	4,131,828	272,925	11,326,135
EXCESS OF REVENUE OVER EXPENSES	92,937	2,050,471	5,565,609	494,760	(2,820,482)	10,248,399	2,213,657	17,845,351

The accompanying notes are an integral part of these financial statements.

Town of Cochrane
Schedule of Segmented Disclosures

For the year ended December 31, 2019

Schedule 6

	Council	Protective Services	Transportation Services	Planning & Development	Community Services	Utility Services	General Government	2019
REVENUE								
Net municipal taxes	554,558	12,754,828	831,836	1,663,673	7,209,250	-	4,713,741	27,727,886
Community revitalization levy	-	-	-	-	-	-	1,316,825	1,316,825
Local improvement taxes	-	-	31,615	-	-	-	-	31,615
Government transfers for operating	-	566,440	-	5,319	2,225,007	98,008	-	2,894,774
User fees and sales of goods	-	217,841	5,081	682,975	782,770	13,545,977	53,746	15,289,190
Licenses and permits	-	194,996	-	1,151,046	2,900	-	39,709	1,388,651
Fine and penalties	-	464,867	-	-	21,981	-	394,864	881,712
Rental, donations and other	-	29,089	-	7,795	1,629,925	122,652	875,874	2,665,335
Franchise fees	-	-	3,335,761	-	-	-	-	3,335,761
Investment income	-	-	-	-	173	-	2,666,014	2,666,187
Development levies	-	-	1,301,052	-	1,301,052	1,301,051	-	3,903,155
Contributed assets	-	-	4,610,458	-	-	2,503,774	-	7,114,232
Government transfers for capital	-	-	5,288,241	-	4,155,213	-	-	9,443,454
	554,558	14,227,860	15,404,045	3,510,808	17,328,270	17,571,463	10,060,773	78,657,777
EXPENSES								
Salaries, wages and benefits	344,771	6,201,264	1,750,150	2,524,131	5,508,982	2,119,236	4,634,272	23,082,806
Contracted and general services	194,898	808,038	749,871	900,194	2,052,669	3,716,552	3,031,897	11,454,119
Purchases from other governments	-	3,413,902	-	-	125,819	2,523,693	7,307	6,070,721
Materials, goods, utilities and other	3,923	333,122	1,425,186	30,354	915,111	1,294,254	117,385	4,119,335
Transfers to local boards and agencies	-	22,500	215,292	-	1,049,420	-	326,893	1,614,105
Bank charges and short term interest	-	-	-	-	6,628	-	81,697	88,325
Interest on long term debt and capital leases	-	544,782	204,205	-	169,763	81,205	-	999,955
(Gain) loss on disposal of tangible capital assets	-	-	-	-	21,870	-	-	21,870
	543,592	11,323,608	4,344,704	3,454,679	9,850,261	9,734,940	8,199,452	47,451,236
NET REVENUE, BEFORE AMORTIZATION	10,966	2,904,252	11,059,341	56,129	7,478,009	7,836,523	1,861,321	31,206,541
Amortization expense	-	20,747	2,973,498	6,807	3,817,831	4,059,332	188,954	11,067,169
EXCESS OF REVENUE OVER EXPENSES	10,966	2,883,505	8,085,843	49,322	3,660,178	3,777,191	1,672,367	20,139,372

The accompanying notes are an integral part of these financial statements.

Town of Cochrane
Notes to the Consolidated Financial Statements
For the year ended December 31, 2020

1. SIGNIFICANT ACCOUNTING POLICIES

The consolidated financial statements of the Town of Cochrane (the "Town") are the representations of management prepared in accordance with generally accepted accounting principles established by the Public Sector Accounting Board of CPA Canada. Significant aspects of the accounting policies adopted by the Town are as follows:

a) Reporting entity

The consolidated financial statements reflect the assets, liabilities, revenue and expenses and changes in financial position of the reporting entity. This entity is comprised of the municipal operations plus all of the organizations that are owned or controlled by the Town and are, therefore, accountable to the Town Council for the administration of their financial affairs and resources. Included with the municipality is the Town of Cochrane Library Board. The schedule of taxes levied also includes requisitions for education and social organizations that are not part of the municipal reporting entity. The consolidated financial statements exclude trust assets that are administered for the benefit of external parties.

b) Basis of accounting

The consolidated financial statements are prepared using the accrual basis of accounting. The accrual basis of accounting records revenue as it is earned and measurable. Expenses are recognized as they are incurred and measurable based upon receipt of goods or services and/or the legal obligation to pay.

c) Revenue recognition

Funds from external parties and earnings thereon restricted by agreement or legislation are accounted for as deferred revenue until used for the purpose specified.

Government transfers are the transfer of assets from senior levels of government that are not the result of an exchange transaction, are not expected to be repaid in the future, or the result of a direct financial return. Government transfers are recognized in the financial statements as revenue in the period that the events giving rise to the transfer occurred, providing the transfers are authorized, any eligibility criteria have been met by the municipality, and reasonable estimates of the amounts can be made.

Tax and Community Revitalization revenue is recognized when the tax has been authorized by bylaw and the taxable event has occurred. Requisitions operate as a flow through and are excluded from municipal revenue.

Licenses and permits are recognized as revenue over the period of use.

Franchise fees are recognized over the terms of service of a franchisee agreement.

Fines and penalties are recognized as charged.

Revenue on investments and rentals are recognized on a time proportioned basis as earned.

In addition, certain user charges and fees are collected for which the related services have yet to be performed. Revenue is recognized in the period when the related expenses are incurred, services performed or the tangible capital assets are acquired.

Town of Cochrane
Notes to the Consolidated Financial Statements
For the year ended December 31, 2020

1. SIGNIFICANT ACCOUNTING POLICIES *(continued from previous page)*

d) Measurement uncertainty (use of estimates)

The preparation of consolidated financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the consolidated financial statements, and the reported amounts of revenue and expenses during the period. Where measurement uncertainty exists, the consolidated financial statements have been prepared within reasonable limits of materiality. Actual results could differ from those estimates.

The area which requires management to make significant judgements, estimates and assumptions in determining carrying values include, but are not limited to:

i) Amortization

Tangible capital assets are amortized on a straight-line basis over their estimated useful lives. Management reviews useful lives and residual values of the depreciable assets at each reporting date, based on the expected utilization of the assets by the company. Significant judgement is involved in the determination of useful life and residual values will not differ significantly from current assumptions.

ii) Allowance for doubtful accounts

Trade and other accounts receivable are stated after evaluation as to their collectibility and an appropriate allowance for doubtful accounts is provided where considered necessary.

e) Off-site developers levies

Off-site developers' levies are recorded as revenue when received. Monies received are transferred to reserves for future capital expenditures in accordance with the terms of each agreement.

f) Requisition over-levy and under-levy

Over-levies and under-levies arise from the difference between the actual levy made to cover each requisition and the actual amount requisitioned. If the actual levy exceeds the requisition, the over-levy is accrued as a liability and property tax revenue is reduced. Where the actual levy is less than the requisition amount, the under-levy is accrued as a receivable and property tax revenue is increased. Requisition tax rates in the subsequent year are adjusted for any over-levies or under-levies of the prior year.

g) Restricted surplus - reserve funds

Reserve fund represents the amounts set aside to finance future operating and capital expenditures. Reserves are established at the discretion of Council. Transfers to and/or from the reserve fund are reflected as an adjustment to the respective fund.

h) Restricted surplus - Equity in tangible capital assets

Equity in tangible capital assets represents the Town's net investment in its tangible capital assets after deducting the portion financed by third parties through debenture, bond and mortgage debts, long-term capital borrowings, capitalized leases and other capital liabilities which will be repaid by the municipality.

Town of Cochrane
Notes to the Consolidated Financial Statements
For the year ended December 31, 2020

1. SIGNIFICANT ACCOUNTING POLICIES *(continued from previous page)*

i) Contaminated sites liability

A liability for remediation of a contaminated site is recognized at the best estimate of the amount required to remediate the contaminated site when contamination exceeding an environmental standard exists, the Town is either directly responsible or accepts responsibility, it is expected that future economic benefits will be given up and a reasonable estimate of the amount is determinable. The best estimate of the liability includes all costs directly attributable to remediation activities and is reduced by expected net recoveries based on information available at December 31.

At each reporting date, the Town reviews that carrying amount of the liability. Any revisions required to the amount previously recognized is accounted for in the period revisions are made. The Town continues to recognize the liability until it is settled or otherwise distinguished. Disbursements made to settle the liability are deducted from the reported liability when made.

It is management's assessment that no contaminated sites exist for the Town.

j) Tangible capital assets

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets is amortized, on a straight line basis, over the estimated useful life as follows:

	<u>Years</u>
Buildings	40
Engineered structures	30 - 75
Land Improvements	20
Machinery and equipment	5 - 10
Vehicles	10 - 25

One-half of the annual amortization is charged in the year of acquisition and in the year of disposal. Assets under construction are not amortized until the asset is available for productive use.

k) Contributions of tangible capital assets

Tangible capital assets received as contributions are recorded at fair value at the date of receipt and are also recorded as revenue.

l) Leases

Leases are classified as capital or operating leases. Leases which transfer substantially all of the benefits and risks incidental to ownership of the property are accounted for as capital leases. All other leases are accounted for as operating leases and the related lease payments are charged to expenses as incurred.

m) Inventory

Inventory held for sale is recorded at the lower of cost and net realizable value using the first-in-first-out (FIFO) method.

n) Non-financial assets

Non-financial assets are not available to discharge existing liabilities and are held for use in provision of services. They have useful lives extending beyond the current year and are not intended for sale in the normal course of operations. The change in non-financial assets during the year, together with the excess of revenue over expenses, provides the Change in Net Financial Assets for the year.

Town of Cochrane
Notes to the Consolidated Financial Statements
For the year ended December 31, 2020

1. SIGNIFICANT ACCOUNTING POLICIES *(continued from previous page)*

o) Investments

Investments are recorded at amortized cost. Investment premiums and discounts are amortized over the term of their respective investments. When there has been a loss in value that is other than a temporary decline, the respective investment is written down to recognize the loss.

p) Pensions

The Town participates in a multi-employer pension plan. The plan is accounted for as a defined contribution plan. Contributions for current services are recorded as expenditures in the year in which they become due.

q) Segmented information

The Town is a diversified municipal government that provides a wide range of services to its citizens including police, fire, roads, water and waste management.

For management reporting purposes, the Town's operations and activities are organized and reported by functions and services provided. The functions that have been disclosed in the segmented information, along with the services provided are as follows:

i. Council

Council consists of Town council.

ii. Protective Services

Protective Services includes police, municipal enforcement and fire.

iii. Transportation Services

Transportation services include roads and transit.

iv. Planning and Development

Planning and Development includes subdivision land development and economic development.

v. Community Services

Community Services includes parks and recreation, culture and facilities and family and community services (FCSS).

vi. Utility Services

Utility services includes water, wastewater and storm sewer, waste and recycling.

vii. General Government

General government consists of general administrative which includes executive leadership, corporate services, legislative services and human resources and communications.

For each reported segment, revenue and expenses represent amounts that are directly attributable to the segments and amounts that are allocated on a reasonable basis. Therefore, certain allocation methodologies are employed in the preparation of segmented financial information. The accounting policies used in these segments are consistent with those followed in the preparation of the consolidated financial statements. For additional information see the Schedule of Segmented Disclosure (Schedule 6).

Town of Cochrane
Notes to the Consolidated Financial Statements
For the year ended December 31, 2020

2. CASH AND TEMPORARY INVESTMENTS

	2020	2019
Cash	72,121,528	65,194,025

Cash is held in various accounts earning interest at rates between 0.63% and 1.36% per annum.

3. TAXES AND GRANTS IN PLACE OF TAXES RECEIVABLE

	2020	2019
Current taxes and grants in place of taxes	1,038,486	711,337
Arrears	275,414	174,052
	1,313,900	885,389

4. INVESTMENTS

	2020	2019
Investments	2,017,688	6,958,134

Long term investments primarily represent term deposits and GICs issued by financial institutions, bearing interest at rates from 2.10% to 2.40% (2019 - 2.10% to 2.40%) for maturities over one year. Market value at December 31, 2020 was \$2,017,688 (2019 - \$6,958,134).

5. DEFERRED REVENUE

	2020	2019
Police Officer Grant	154,452	25,000
Flood Recovery Erosion Control Program	3,777,959	3,777,123
Green Transit Incentives Program	2,480,408	2,538,374
Municipal Sustainability Initiative	3,488,288	-
Federal Gas Tax Fund	2,899,749	-
Other grants revenue	2,488,907	256,869
Deferred facility revenue	47,871	33,080
Deferred developer revenue	629,859	-
Prepaid meters, licenses and fees	300,247	427,123
	16,267,740	7,057,569

Town of Cochrane
Notes to the Consolidated Financial Statements
For the year ended December 31, 2020

6. EMPLOYEE BENEFIT OBLIGATIONS

Employee benefit obligations consist of vacation, overtime and uniform points liability for unionized personnel. Employees have either earned the benefits or are entitled to these benefits within the next budgetary year.

	2020	2019
Employee benefit obligation	1,325,877	1,290,377

7. LONG TERM DEBT

	2020	2019
Long term debt	7,733,118	9,157,860

The current portion of the long term debt amounts to \$1,406,634 (2019 - \$1,424,742).

Principal and interest repayments are as follows:

	Principal	Interest	Total
2021	1,406,634	254,637	1,661,271
2022	1,464,579	196,692	1,661,271
2023	1,090,926	135,913	1,226,839
2024	880,813	100,170	980,983
2025	904,987	75,995	980,982
Thereafter	1,985,179	82,396	2,067,575
	7,733,118	845,803	8,578,921

Debenture debt is repayable to the Government of Alberta and bears interest at rates ranging from 2.53% to 6.75% per annum (2019 - 1.72% to 9.63%) and matures between 2022 and 2029. The weighted average interest rate is 3.36% (2019 - 3.33%). Debenture debt is issued on the credit and security of the Town of Cochrane at large.

Interest on long term debt and capital leases amounted to \$841,869 (2019 - \$999,955).

Subsequent to year-end, the Town secured an additional \$9 million debenture from the Government of Alberta bearing interest at 2.549% per annum, requiring principal and interest payments of \$173,900 and \$114,705 respectively for 2021. The debenture matures March 15, 2041.

8. CAPITAL LEASE

On March 13, 2006, Council approved a Partnering Agreement with Grand Central Properties Ltd. ("GCP") to construct a Protective Services Facility on their site located on Griffin Road. The facility was completed in August 2007 and the Town began leasing the building for 30 years at a rate of \$18.66 per square foot for the first five years with rent increases of \$2 per square foot every five years to the end of the lease term. The cost of the asset under capital lease is \$7,711,498, the accumulated amortization is \$3,470,174 (2019 - \$3,213,124), and the resulting net book value included in tangible capital assets is \$4,241,324 (2019 - \$4,498,374).

At the end of the lease, the Town has an option to purchase GCP's land for fair market value less a one million dollar credit.

The Protective Services Facility lease bears interest at 8.20% (2019 - 8.20%) and matures in 2037. The lease is collateralized by underlying assets.

	2020	2019
Capital lease	6,369,125	6,476,508

Town of Cochrane
Notes to the Consolidated Financial Statements
For the year ended December 31, 2020

8. CAPITAL LEASE *(continued from previous page)*

The current portion of the capital lease is \$116,527 (2019 - \$107,383). Principal and interest repayments are as follows:

	Principal	Interest	Total
2021	116,527	517,953	634,480
2022	139,096	514,051	653,147
2023	177,647	512,833	690,480
2024	193,350	497,130	690,480
2025	210,440	480,040	690,480
Thereafter	5,532,065	3,363,877	8,895,942
	6,369,125	5,885,884	12,255,009

9. DEBT LIMITS

Section 276(2) of the *Municipal Government Act* requires that debt and debt limits as defined by Alberta Regulation 255/00 for the Town of be disclosed as follows:

	2020	2019
Total debt limit	88,996,003	93,150,136
Total debt (Notes 7 and 8)	14,102,243	15,634,368
Amount debt limit remaining	74,893,760	77,515,768
Debt servicing limit	14,832,667	15,525,023
Debt servicing	2,295,751	2,373,994
Service on debt limit remaining	12,536,916	13,151,029

The debt limit is calculated at 1.5 times revenue of the Town (as defined in Alberta Regulation 255/2000) and the debt service limit is calculated at 0.25 times such revenue. Incurring debt beyond these limitations requires approval by the Minister of Municipal Affairs. These thresholds are guidelines used by Alberta Municipal Affairs to identify municipalities which could be at a financial risk if further debt is acquired. The calculation taken alone does not represent the financial stability of the municipality. Rather, the consolidated financial statements must be interpreted as a whole.

As disclosed in note 8, subsequent to the December 31, 2020 year end, the Town secured an additional \$9 million debenture. If the above table was updated to include the new debenture, the debt limit remaining would be \$66,085,653, and, the service on debt limit remaining would be \$12,280,293.

10. EQUITY IN TANGIBLE CAPITAL ASSETS

	2020	2019
Tangible capital assets (Schedule 2)	472,767,302	454,815,932
Long term debt (including capital leases) (Note 7 and 8)	(14,102,243)	(15,634,368)
	458,665,059	439,181,564

Town of Cochrane
Notes to the Consolidated Financial Statements
For the year ended December 31, 2020

11. ACCUMULATED SURPLUS

Accumulated surplus consists of restricted and unrestricted amounts and equity in tangible capital assets as follows:

	2020	2019
Unrestricted surplus	18,882,187	991,108
Restricted surplus (Note 12)		
Operating reserves	13,033,801	13,109,938
Capital reserves	32,510,822	51,963,908
Equity in tangible capital assets (Note 10)	458,665,059	439,181,564
	523,091,869	505,246,518

12. RESTRICTED SURPLUS - RESERVES FUNDS

Council has set aside funds as an internal allocation of accumulated surplus as follows:

	2020	2019
Restricted Operating Surplus		
Reserves for commitments	2,440,811	2,440,811
Reserves for contingencies	10,592,990	10,669,127
Operating Reserves	13,033,801	13,109,938
Restricted Capital Surplus		
Offsite and voluntary levies	10,680,175	21,964,150
Asset replacement and other capital reserves	21,830,647	29,999,758
Capital Reserves	32,510,822	51,963,908
	45,544,623	65,073,846

Town of Cochrane
Notes to the Consolidated Financial Statements
For the year ended December 31, 2020

13. SALARY AND BENEFITS DISCLOSURE

Disclosure of salaries and benefits for elected municipal officials, the chief administrative officer and designated officers as required by Alberta Regulation 313/2000 is as follows:

	Salary	Benefits & allowances	2020	2019
Mayor:				
Genung	99,600	10,615	110,215	108,613
Councillors:				
Fedeyko	34,440	8,924	43,364	41,143
Flowers	34,440	4,926	39,366	38,585
McFadden	34,440	8,924	43,364	41,143
Nagel	34,440	4,926	39,366	38,085
Reed	34,440	8,924	43,364	41,143
Wilson	34,440	8,924	43,364	41,143
Administrators				
Chief Administrative Officers (3, 2 in 2019)	598,889	49,113	648,002	456,371
Designated Officers (1)	113,533	27,160	140,693	164,895

Council salary includes regular base pay, gross honoraria and any other direct cash remuneration. Council benefits include:

- employer's share of all employee benefits and contributions or payments made on behalf of employees including health care, dental coverage, vision coverage, group life insurance, accidental disability and dismemberment insurance, long and short-term disability plans; and
- allowances and the employer's share of the cost of additional taxable benefits, including special leave with pay, car and travel allowances, conferences and memberships.

CAO, of which there were 3 during 2020, (2 during 2019), and Designated Officers salary include regular base pay, bonuses, overtime, lump sum payments, gross honoraria and any other direct cash remuneration. Amounts for CAO and Designated Officers benefits include:

- employer's share of all employee benefits and contributions or payments made on behalf of employees including pension, health care, dental coverage, vision coverage, group life insurance, accidental disability and dismemberment insurance, long and short-term disability plans, professional memberships and tuitions.

Town of Cochrane
Notes to the Consolidated Financial Statements
For the year ended December 31, 2020

14. LOCAL AUTHORITIES PENSION PLAN

The Town is a member of the Alberta Municipal Insurance Exchange ("MUNIX"). Under the terms of the membership, the Town could become liable for its proportionate share of any claim losses in excess of the funds held by the exchange. Any liability incurred would be accounted for as a current transaction in the year the losses are determined.

The Town is required to make current service contributions to the Local Authorities Pension Plan (the "Plan") of 9.39% (2019 - 9.39%) of pensionable earnings up to the Canada Pension Plan Year's Maximum Pensionable Earnings and 13.84% (2019 - 13.84%) for the excess. Employees of the Town are required to make current service contributions of 8.39% (2019 - 8.39%) of pensionable salary up to the year's maximum pensionable salary and 12.84% (2019 - 12.84%) on pensionable salary above this amount.

Total current and prior period service contributions by the Town to the Plan in 2020 were \$1,587,898 (2019 - \$1,625,630). Total current and prior year service contributions by the employees of the Town to the Plan in 2020 were \$1,439,486 (2019 - \$1,471,879). At December 31, 2019, the date of the most recent actuarial valuation, the Plan disclosed an actuarial surplus of \$7.9 billion (2018 - surplus of \$3.5 billion).

15. COMMITMENTS AND CONTINGENCIES

i. Lawsuits and Claims

There are pending claims by and against the Town. Litigation is subject to uncertainties, and the outcome of the individual matters is not predictable with assurance. Management believes the Town has minimal exposure to these actions at December 31, 2020.

ii. Bow Valley High School Servicing Conditional Grant

The Town received a \$5 million conditional grant in 2006 from the Province of Alberta (the "Province") to construct utility services for Bow Valley High School. The total project cost was \$7,608,973 with \$5 million funded by the Provincial grant and \$2,608,973 advanced by the developer. The Town recovered the full \$2,608,973 of advances from offsite levies collected. The Province is now receiving payments on the \$5 million conditional grant which is only repayable if there is sufficient offsite levies collected from future development. The Town must provide the Province with annual reports which forecast the amount, nature and timing of expected development and anticipated revenue from associated development levies within the affected area, and the anticipated grant repayment schedule. Offsite levies collected and remitted to the Province in 2020 were \$44,695 (2019 - \$20,319). As of December 31, 2020, the remaining amount to be paid is \$917,519 (2019 - \$962,214).

iii. Spray Lake Sawmills Recreation Park Society

Effective June 20, 2017, the Town entered into a reimbursement agreement with the Spray Lake Sawmills Recreation Park Society (the "Society") wherein the Town has agreed to reimburse the Society for operating losses incurred for 7.5 years from the date of the agreement, with an automatic renewal for an additional 7.5 years, unless the agreement is terminated in writing by one or both of the parties not less than twelve months prior to its expiry. During the year, the Town provided \$2,336,895 (2019 - \$951,420) to support the Society. The amount is included in transfers to local boards and agencies as disclosed in the Community Services segment on schedule 6.

Town of Cochrane
Notes to the Consolidated Financial Statements
For the year ended December 31, 2020

16. BUDGET INFORMATION

The disclosed budget information has been approved by Council. The following is a reconciliation between the budget approved and that showing in the consolidated financial statements.

i. Budgeted Revenue

Approved budget revenue	59,307,572
Draws from reserves	(2,484,279)
Presented as other revenue	(601,688)
	56,221,605

i. Budgeted Expenses

Approved budget expenses	59,307,572
Transfers to reserves	(8,297,143)
Principal debt repayments	(1,758,918)
	49,251,511
	6,970,094

17. APPROVAL OF FINANCIAL STATEMENTS

Council and Management have approved these financial statements.

18. SIGNIFICANT EVENT

During the year, there was a global outbreak of COVID-19 (Coronavirus), which has had a significant impact on businesses and governments through the restrictions put in place by the Canadian, provincial and municipal governments regarding travel, business operations and isolation/quarantine orders.

The impact of COVID-19 on the town has been limited during 2020. There was decreased using fee revenue from concession sales, rentals, etc. The Town also increased its transfer payments to the Spray Lake Sawmills Recreation Park Society. The Town also received stimulus funding from the provincial government to offset incremental costs and reduce revenue associated with COVID-19. At this time, it is unknown the extent of the impact the COVID-19 outbreak may have on the Town as this will depend on future developments that highly uncertain and that cannot be predicted with confidence. These uncertainties arise from the inability to predict the ultimate geographic spread of the disease, and the duration of the outbreak, including the duration of travel restrictions, business closures or disruptions and quarantine/isolation measures that currently, or may be put in place, by Canada and other countries to fight the virus.

TOWN OF COCHRANE

101 RancheHouse Rd.
Cochrane, AB T4C 2K8
P: 403-851-2500 F: 403-932-6032
www.cochrane.ca



August 26, 2021

Dimitri Dimopoulos, FCSS Coordinator
Rocky View County
262075 Rocky View Point
Rocky View County AB T4A 0X2

Dear Dimitri,

Please find enclosed 2 applications for Rocky View County Family and Community Support Services funding. The funding requested supports rural residents to access the services and support available through Cochrane FCSS and ensures that rural residents have access to intensive support and services in their own communities with our Rural Community Support Worker.

I have also enclosed midterm reports for both programs.

Thank you in advance for your consideration. We truly appreciate the ongoing support and partnership that exists between Rocky View County and Cochrane FCSS.

Sincerely,

Kim Krawec
Manager, Cochrane FCSS



Rocky View County Family & Community Support Services (FCSS)

2022 FCSS SPECIAL PROJECTS FUNDING APPLICATION (FUNDING PERIOD: JANUARY 1 – DECEMBER 31, 2022)

Please type or print legibly. Applicants must be a non-profit organization/agency that serves Rocky View County residents. *Please note that faxed or e-mailed copies of the application will not be accepted. It is strongly recommended that you courier or hand deliver your proposal (printed single sided pages only) and request confirmation of receipt. APPLICATION DEADLINE IS 4:00 P.M. AUGUST 30, 2021 - APPLICATIONS NOT RECEIVED BY THIS DEADLINE WILL NOT BE ACCEPTED.*

1. ORGANIZATION INFORMATION	
Organization Name	Cochrane and Area Victim Services
Project Name	Volunteer Training
FCSS Funding Request (Maximum \$7,500) (from Section 9.6 C Proposed Budget)	\$5,000.00
E-Mail Address and Website	lauren.delahunt@rcmp-grc.gc.ca / www.cochranevictimservices.ca
Mailing Address (include postal code)	359 1st Street East, Cochrane, Alberta, T4C 1Y7
Street Address (for courier purposes)	359 1st Street East, Cochrane, Alberta, T4C 1Y7
Agency Telephone Number	403-851-8055
Agency Fax Number	403-932-2842
Executive Director Name	Lauren Delahunt
Program Contact Name	Lauren Delahunt
Phone Number (If different from above)	

RECEIVED
AUG 30 2021

☐ Please email confirmation of receipt of this application to: lauren.delahunt@rcmp-grc.gc.ca

2. PREVENTION		
In what way(s) is your program preventive in nature? Check the appropriate items from the following list. You will be required to report on each of the Outcomes that you have selected.		
Provincial Outcome	Rocky View County Outcomes	
Improved social well-being of individuals	Outcome 1: Individuals experience personal well-being. Indicators: Resilience; self-esteem; optimism; capacity to meet needs; autonomy; competence; personal engagement; meaning and purpose.	<input checked="" type="checkbox"/>
	Outcome 2: Individuals are connected with others. Indicators: Quality of social relationships; social supports available; trust and belonging.	<input checked="" type="checkbox"/>
	Outcome 3: Children and youth develop positively. Indicators: Developmental assets.	<input type="checkbox"/>

Provincial Outcome	Rocky View County Outcomes	
Improved social well-being of families	Outcome 4: Healthy functioning families. Indicators: Positive family relationships; positive parenting; positive family communications.	<input type="checkbox"/>
	Outcome 5: Families have social supports. Indicators: Extent and quality of social networks; family accesses resources as needed.	<input type="checkbox"/>

Provincial Outcome	Rocky View County Outcomes	
Improved social well-being of the community.	Outcome 6: The community is connected and engaged. Indicators: Social engagement; social support; awareness of the community; positive attitudes toward others and the community.	<input type="checkbox"/>
	Outcome 7: Community social issues are identified and addressed. Indicators: Awareness of community social issues; understanding of community social issues; agencies and/or community members work in partnership to address social issues in the community.	<input type="checkbox"/>

3. PROJECT DESCRIPTION

Attach a separate page providing a brief overview of your organization and the project.

- a) Describe briefly how this is a special project and how it will specifically support Rocky View County Residents. Rocky View County residents do not include people who reside in Airdrie, Beiseker, Chestermere, Cochrane, Crossfield, Irricana or Redwood Meadows. It does include those who live outside of these municipalities and within the hamlets located within the County's borders.
- b) Define your region of operation;
- c) Include the statement of need;
- d) The activities that will be used to address the need;
- e) The expected outcomes; and
- f) Agency/project mission. What is your mission and what are you currently doing to achieve your mission (e.g. other programs and services that are not a part of this application for funding)?

4. PROJECT FIGURES

- a) Estimated Number of Total Program Participants: 30
- b) Estimated Number of County Resident Program Participants: 4
- c) Estimated Number of Volunteer Hours Related to Program: 10,000

5. SUPPORTING DOCUMENTS

The following documents must be attached:

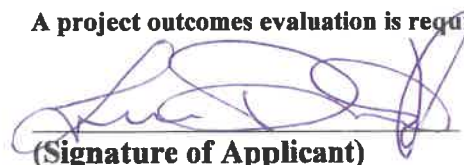
- a) Organization's Annual Financial Statement;
- b) Organization's Proposed Operating Budget – include contributions from other sources and detailed expenditures, do not include in-kind supports, only actual dollars. A budget shell is attached on the next page if you wish to use it;
- c) List of Organization's Officers and Directors. Do not include personal contact information (home addresses, emails, or phone numbers);
- d) A copy of Alberta Societies Act Registration if new applicant.

Other documents may also be attached to the application form that provides further clarification.

6. CERTIFICATION OF COMPLIANCE:

This is to certify that to the best of my knowledge and belief, the information included in this application 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>)

A project outcomes evaluation is required by February 28, 2023 if your application is successful.


(Signature of Applicant)

Lauren Delahunt, Executive
(Print Name & Title) Director

21/08/26
(Date)

Please indicate how you heard of the Rocky View County FCSS Program:

☐ Newspaper ad ☐ Social media ☐ Website visit/search
☐ Word of mouth ☒ Other (specify) Past Applicant

Submit Completed Documents to:

Dimitri Dimopoulos, FCSS Coordinator
 Rocky View County
 262075 Rocky View Point
 Rocky View County, AB T4A 0X2

**For further assistance, please call 403.520.1289
 or email fcss@rockyview.ca**

The FCSS Program Is Not:

- Recreational.
- A Public Health Transportation Grant.
- Direct assistance, including money, food, clothing or shelter to sustain an individual or family.
- Rehabilitative.
- A duplication of services from other Government Agencies.

****ALL INFORMATION PROVIDED IS PUBLIC****

The personal information on this form is being collected for the purpose of determining eligibility of an applicant to receive FCSS funding; to assist in administering the FCSS funding; and to monitor, assess, and evaluate your program. This information is collected under the authority of Section 33 (c) of the Freedom of Information and Protection of Privacy Act and may become public information once it is submitted to the FCSS program. Questions regarding the collection of this information can be directed to the Manager, Recreation, Parks and Community Support at 403.520.6307.

9.6 C. INPUTS (Resources dedicated to the program. Include staff and budget for one year.)			
2022 PROPOSED 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 2022 Costs to be paid or contributed by the Applicant and other funding partners (Agency Contribution)	Column 2 2022 Costs to be funded by County FCSS (Program Request)	Column 3 2022 Projected Year End Total Program Budget (Total Cost)
EXPENSES			
PERSONNEL (specify positions and hours per week)			
a. SUBTOTAL PERSONNEL			
TRAVEL & TRAINING (specify)			
CTRI Training-Wellness Strategies	600	1,500.00	2,100.00
CTRI Training-Trauma Informed Care/Providing Support Remotely	600	1,500.00	2,100.00
Critical Incident Group Debriefing	600	1,500.00	2,100.00
Domestic Violence/Sexual Assault Training-Diverse Voices	500	500	1,000.00
Boundaries	200.00		200.00
b. SUBTOTAL TRAVEL & TRAINING	2,500.00	5,000.00	7,500.00
MATERIALS AND SUPPLIES (specify)			
c. SUBTOTAL MATERIALS AND SUPPLIES			
OTHER (specify)			
Food	500.00		500.00
d. SUBTOTAL OTHER	500.00		500.00
e. TOTAL EXPENDITURES (e=a+b+c+d)	3,000.00	5,000.00	8,000.00
REVENUE (specify other sources of funding including fundraising, fees for service, other grants, etc.)			
FCSS/United Way Cochrane	3,000.00		
f. TOTAL REVENUE	3,000.00		
g. FCSS REQUEST (DEFICIT = Total of Column 3 Expenditures - Total Revenue)		5,000.00	

3. PROJECT DESCRIPTION

a) Describe briefly how this is a special project and how it will specifically support Rocky View County Residents. Rocky View County residents do not include people who reside in Airdrie, Beiseker, Chestermere, Cochrane, Crossfield, Irricana or Redwood Meadows. It does include those who live outside of these municipalities and within the hamlets located within the County's borders.

Cochrane and Area Victim Services (CAVS) promotes and advocates the rights and entitlements of victims of crime, tragedy and trauma through information, referral, support, court assistance, community awareness and education. CAVS also provides immediate crisis response and intervention services which are responsive to the needs of individuals, families, and communities affected by crime, tragedy and trauma. Our intervention ensures victims are safe, emotionally stabilized and connected to the appropriate support services. The short term goal of our program is to limit the impact of crime, tragedy or trauma, normalize reactions, assess the safety of the victim and provide immediate supports.

In addition to immediate crisis intervention, CAVS offers an extensive system of follow up services including court preparation, orientation and accompaniment for victims and witnesses. CAVS also assists victims and witnesses with information on Victim Impact Statements, Financial Benefits applications and Requests for Restitution, providing an opportunity for the victim to potentially recover out of pocket expenses and express the impact the crime has had on them.

The overall goal of this special project would be to help create a strong, engaged, connected and resilient community. This goal would be achieved through training and volunteer recognition events. We will provide volunteers with a variety of opportunities to gain the necessary knowledge, skills and resources to be able to support victims while feeling appreciated for their important contribution to the community. By providing our volunteers with the necessary training they will be able to carry out our services and support the community. If victims in our community are supported effectively they will be less likely to suffer long term effects from the traumatic event experienced. Furthermore, if we recognize and appreciate our volunteers they will be more likely to feel valued and feel like their contribution is appreciated, increasing the likelihood that they will continue volunteering and/or engage other volunteers in our community.

b) Define your region of operation;

CAVS works largely alongside the RCMP and is located within the Cochrane detachment. The area served is approximately 4,000 square kilometers, which is home to over 60,000 year-round residents. This area includes the communities of Cochrane, Morley, Redwood Meadows, Rockyview County: Bragg Creek, Springbank, Bearspaw, Glendale, Bottrel and all surrounding areas.

c) Include the statement of need;

In order to provide necessary services and supports to victims in our community Cochrane and Area Victim Services must rely on volunteers.

In order for volunteers to be able to fulfill such a complex and important role they require specific and relevant ongoing training.

Some volunteers need recognition to remain engaged in volunteer activities.

d) The activities that will be used to address the need;

To address the needs of volunteers the following will be provided:

- Volunteer training
- Volunteer recognition

Ongoing training is provided to volunteers on an annual basis. Examples of training include but are not limited to the Banff Conference, Applied Suicide Intervention Skills Training, domestic violence training, sexual assault related training, other relevant conferences, court preparation training, etc.

Recognition will be in the form of our annual end of year party, seasonal events, and personal acknowledgements for individual volunteers.

e) The expected outcomes;

Volunteers will have increased capacity to fill their volunteer roles effectively.

Volunteers will feel valued/important to their community.

Volunteers will feel recognized for their contribution.

f) Agency/project mission. What is your mission and what are you currently doing to achieve your mission (e.g. other programs and services that are not a part of this application for funding)?

Cochrane and Area Victim Services (CAVS) is a volunteer oriented organization. The mission of CAVS is to provide assistance to the people within our catchment area affected by crime, tragedy, and trauma. We strive to empower and respect the rights of victims by providing support, information and referrals to reduce the adverse effects of crime, tragedy and trauma.

CAVS strives to provides free and confidential assistance to victims twenty-four hours a day, seven days a week, year round. CAVS responds to a wide range of cases including but not limited to death notifications, motor vehicle collisions, threats and harassment, domestic violence and sexual assault cases. CAVS is the only agency in Cochrane and surrounding areas that provides immediate on-site crisis, trauma, safety and support services.

When the Cochrane RCMP respond to a complaint they are required to ask victims if they would like the support of CAVS. Upon acceptance of victim services, we are either called directly to the scene or asked to follow at a later time to provide support. Most victims of domestic violence, sexual offences, crimes against persons, charge files associated with a victim and discretionary files as per RCMP are contacted by victim services via proactive referrals. CAVS also receives referrals from other community agencies including the Crown's Prosecutor's office, Cochrane Search and Rescue, the

Resource Centre, FCSS and other local agencies. Additionally, any person can contact CAVS for support without the need of a referral.

Our front line services to victims of crime, tragedy and trauma are provided by highly trained staff and volunteer victim advocates who provide crisis intervention. In the initial stages of crisis, victims' benefit from speaking with someone who will understand their immediate need for information pertaining to personal safety, the next steps they should take, what is available to them, and non-judgemental emotional support. Our program provides victims with safe and appropriate support services and community referrals.

Often in cases that we deal with, there are criminal charges laid and victims find themselves within a very confusing and impersonal court process. CAVS provides witnesses and victims with court support including court updates, court and child witness preparation, orientation and accompaniment. Staff and advocates also make victims aware of their rights to Financial Benefits, Victim Impact Statements and Restitution.

CAVS has also implemented a 'Safe Place' program which allows victims/families that have been displaced as a result of a crime, domestic violence situation, fire, etc. to access immediate assistance. Upon meeting the criteria for the Safe Place program CAVS provides a place to stay in the community while the victim or family make arrangements for later accommodations. As an extension of this service CAVS has an Immediate Supports Program. This program provides support to direct victims, witnesses, and immediate family members of violent crimes by providing financial assistance with essential expenses. The fund can be utilized to help cover expenses related to safety, practical assistance, travel/relocation and other associated expenses. To further support clients CAVS has developed Trauma Care Bags. These bags are provided to victims of crime to help mitigate some of the effects of trauma. Bags include essential items that can help direct clients towards healthy habits and coping mechanisms.

CAVS strives to be an active presence in the community to help increase knowledge and awareness of relevant topics surrounding crime, tragedy and trauma. This is largely accomplished through presentations, information sessions, our website, and social media campaigns. Included in our website is a detailed resource library that can help assist clients with referrals, court preparation tools and other resources to help make information readily available. CAVS is involved in many committees including the Older Adults Collaborative Table, Elder Abuse Response, Inter-Agency meeting, Youth Forum, Case Collaborative tables, Volunteer Management meetings, etc.

In 2019 CAVS added an Indigenous Victims Outreach Support Worker (IVOS) position. This position is funded by the Solicitor General and allows the IVOS worker to attend within the Stoney Nakoda Nation to provide our services in an outreach capacity. This position operates out of the Stoney Nakoda RCMP detachment.

CAVS continues to update and hopes to re-launch our “A Brighter Tomorrow” booklet. This family violence booklet is for anyone who wants information to understand family violence, available supports and how to get help. Our hope is to continue to reproduce this book in future years with the support of the Department of Justice. Through funding provided last year by the Department of Justice we developed a healthy relationships book for youth and launched a healthy relationships presentation (<https://youtu.be/FuAkIHHO9Yg>).

Last year, with the onset of COVID we saw a need to help connect community members within Cochrane and area. Our team launched the CARES app (cochranecares.com) in May 2020. Through this application people are able to find local resources to help connect them with the supports they need. The app continues to be utilized and promoted within the community.

Recently we have also created some court preparation books. These books are being utilized to educate people on court procedures, what to expect and prepare them for trial. We are excited to launch these books and use them within our court program.

In 2020 we purchased a Trauma Support Robot (TSR). The robot has been named by the community and is now known as Buddy. We are proud to have Buddy as the newest member of our team. Buddy will be utilized to help support children and youth through the police and court process. Buddy the TSR will help to give children accurate information about some of the processes and procedures they may have to go through. It will help provide children with more positive experiences. The TSR essentially directs children's experiences with police/court towards a more positive memory. We are also hopeful that we will be able to get Buddy out into the schools this year to help with presentations.

As an organization we strive to be active in the community and continue to work towards bringing new ideas, materials and programming to Cochrane and Area.

Appendix A

Cochrane and Area Victim Services can assist clients from the time of the initial incident through to the conclusion of court. As such we carry over files from year to year. In 2020 including new and ongoing files the total number of files worked on was 1,397.

In 2020 a total of 1,2351 client contacts were made. Below is a breakdown of contacts and comparison to 2018 and 2019.

Figure 1

The following table compares the number of types of contacts with clients between 2018 and 2020

Client Contact			
Type of Contact	2018 Contacts	2019 Contacts	2020 Contacts
Contacts With Victims	3002	3649	4147
Case Conferencing to Support Victims Needs	1572	1092	1192
Information Provided to Victims	2496	3018	4013
Referral Information	174	145	755
Emotional Support	1004	1236	2094
Crisis Intervention	76	27	32
Court Preparation /Orientation	109	63	79
Court Accompaniment	104	50	36
Other:	23	4	3
Total Contacts	8,560	9,284	12,351

Figure 2

The following two tables show a comparison of new files from 2015 to 2020.

Yearly Comparison of New Files						
Year	2015	2016	2017	2018	2019	2020
Total	505	761	790	1063	1070	1020

Fig. 2-Please note that the above statistics demonstrate new files opened, not the number of new people assisted. Each file can have multiple people associated to it.

Figure 3/4

The following table shows how many new Rocky View County files CAVS opened in 2020 and to date in 2021. The files are broken down by type of occurrence.

2020 Rocky View County Files by Type	
Type of Incident	File Count
Sexual Assault	2
Domestic/Family Violence	25
Assault	8
Threats/Harassment	8
Theft	4
Fraud	1
Break & Enter	5
Mischief/Vandalism	4
Traffic	1
Mental Health Act	21
Fire	2
Sudden Death	14
Other	2
Total Files Opened	97

Fig. 3- Family Violence and Mental Health files account for 47% of new files for Rocky View County.

2021 Rocky View County Files by Type	
Type of Incident	File Count
Sexual Assault	2
Domestic/Family Violence	13
Assault	2
Threats/Harassment	5
Break & Enter	3
Theft	1
Mental Health Act	7
Sudden Death	7
Other	3
Total Files Opened	42

Fig. 4- The following table shows files up to and including August.

Figure 5/6

The following tables show a breakdown of new files by districts

2020 Files by District	
Morley	337
Cochrane	586
Rocky View	97
Total	1020

Fig. 5- Rocky View County files in 2020 accounted for 10% of all new files opened.

YTD Files by District	
Morley	227
Cochrane	384
Rocky View	42
Total	653

Fig.6- Rocky View County files account for 7% of new files to date.

An overview of 2020

- Responded to 40 RCMP Call Outs
- Assisted clients on 231 court cases
- Provided court preparation on over 60 files
- Accompanied clients to court 30 times
- Dealt with 1,397 new and ongoing files.
- Made over 12,000 client contacts

**COCHRANE AND AREA
VICTIM SERVICES SOCIETY
Financial Statements
Year Ended December 31, 2020**

COCHRANE AND AREA VICTIM SERVICES SOCIETY
Index to Financial Statements
Year Ended December 31, 2020
(Unaudited)

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Grant Revenue (Schedule 1)	10

BS

Rhonda S. Cockwill Professional Corporation

Chartered Professional Accountant

PO Box 1357

Cochrane AB T4C 1B3

Rhonda Hemsing, CPA, CGA

Tel: (403) 651-2002
Fax: (403) 770-8495
Rhonda@RCockwillcpa.com

INDEPENDENT PRACTITIONER'S REVIEW ENGAGEMENT REPORT

To the Members of Cochrane and Area Victim Services Society

I have reviewed the accompanying financial statements of Cochrane and Area Victim Services Society which comprise the statement of financial position as at December 31, 2020 and the statements of revenues and expenditures, changes in net assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Practitioner's Responsibility for the Financial Statements

My responsibility is to express a conclusion on the accompanying financial statements based on my review. I conducted my review in accordance with Canadian generally accepted standards for review engagements, which require me to comply with relevant ethical requirements.

A review of financial statements in accordance with Canadian generally accepted standards for review engagements is a limited assurance engagement. The practitioner performs procedures, primarily consisting of making inquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluates the evidence obtained.

The procedures performed in a review are substantially less in extent than, and vary in nature from, those performed in an audit conducted in accordance with Canadian generally accepted auditing standards. Accordingly, I do not express an audit opinion on these financial statements.

Conclusion

Based on my review, nothing has come to my attention that causes me to believe that these financial statements do not present fairly, in all material respects, the financial position of Cochrane and Area Victim Services Society as at December 31, 2020, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Cochrane, Alberta
June 4, 2021

Rhonda S. Cockwill Prof. Corp
CHARTERED PROFESSIONAL ACCOUNTANT

COCHRANE AND AREA VICTIM SERVICES SOCIETY
Statement of Financial Position
December 31, 2020
(Unaudited)

	Total 2020	Total 2019
ASSETS		
CURRENT		
Cash	\$ 183,533	\$ 51,918
GST receivable	2,020	1,726
Interest receivable	900	1,899
Prepaid expenses	5,545	5,330
	<u>191,998</u>	<u>60,873</u>
TANGIBLE CAPITAL ASSETS (Net) (Note 4)	28,777	13,499
RESTRICTED CASH AND CASH EQUIVALENTS (Note 5)	<u>206,459</u>	<u>202,707</u>
	<u>\$ 427,234</u>	<u>\$ 277,079</u>
LIABILITIES AND NET ASSETS		
CURRENT		
Accounts payable	\$ 14,041	\$ 6,631
Current portion of long term debt (Note 7)	4,618	4,350
Deferred income (Note 6)	96,274	5,010
	<u>114,933</u>	<u>15,991</u>
LONG TERM DEBT (Note 7)	<u>1,602</u>	<u>6,220</u>
	<u>116,535</u>	<u>22,211</u>
NET ASSETS		
General fund	96,818	43,889
Internally restricted fund (Note 9)	213,881	210,979
	<u>310,699</u>	<u>254,868</u>
	<u>\$ 427,234</u>	<u>\$ 277,079</u>

ON BEHALF OF THE BOARD

 Director
 Director

See notes to financial statements

COCHRANE AND AREA VICTIM SERVICES SOCIETY
Statement of Revenues and Expenditures
Year Ended December 31, 2020
(Unaudited)

	Budget 2020	Total 2020	Total 2019
REVENUES			
Grant Revenue <i>(Schedule 1)</i>	\$ 412,798	\$ 382,332	\$ 305,900
Donations	18,000	41,174	57,337
Fundraising income	27,000	10,571	11,450
Partner check	5,000	5,582	5,000
Court ordered payments	-	1,200	-
Casino income	-	-	25,028
	<u>462,798</u>	<u>440,839</u>	<u>404,715</u>
EXPENDITURES			
Salaries and wages	278,648	267,661	267,479
Employee benefits	37,500	26,193	26,977
Training	13,500	22,620	17,158
Program expenses	26,550	13,947	31,937
Amortization	-	11,581	6,702
Vehicle repairs and maintenance	-	7,663	1,013
Fundraising costs	17,000	7,636	7,998
Office	13,350	6,722	8,759
Accounting fees	8,000	6,497	5,098
Advertising and promotion	29,500	6,307	4,499
Telephone	6,000	4,455	3,341
Memberships and dues	3,500	1,830	1,237
Insurance	2,300	1,768	994
Travel	15,600	1,740	1,296
Interest and bank charges	150	752	204
Interest on long term debt	-	515	767
Vehicle	-	360	319
Rental	-	-	195
Legal fees	-	-	2,141
Meetings and conventions	8,700	-	(230)
	<u>460,298</u>	<u>388,247</u>	<u>387,884</u>
EXCESS OF REVENUES OVER EXPENDITURES FROM OPERATIONS	<u>2,500</u>	<u>52,592</u>	<u>16,831</u>
OTHER INCOME			
Gain (loss) on disposal of assets	-	-	(277)
Interest income	2,500	3,239	5,080
	<u>2,500</u>	<u>3,239</u>	<u>4,803</u>
EXCESS OF REVENUES OVER EXPENDITURES BEFORE CONTINGENCY	<u>5,000</u>	<u>55,831</u>	<u>21,634</u>
Contingency	(5,000)	-	-
EXCESS OF REVENUES OVER EXPENDITURES	<u>\$ -</u>	<u>\$ 55,831</u>	<u>\$ 21,634</u>

See notes to financial statements

COCHRANE AND AREA VICTIM SERVICES SOCIETY
Statement of Changes in Net Assets
Year Ended December 31, 2020
(Unaudited)

	General Fund	Internally Restricted Fund	2020	2019
NET ASSETS - BEGINNING OF YEAR	\$ 43,889	\$ 210,979	\$ 254,868	\$ 233,234
Excess of revenues over expenditures	52,929	2,902	55,831	21,634
Internal restriction for Trauma robot	-	-	-	-
NET ASSETS - END OF YEAR	\$ 96,818	\$ 213,881	\$ 310,699	\$ 254,868

See notes to financial statements

COCHRANE AND AREA VICTIM SERVICES SOCIETY

Statement of Cash Flows

Year Ended December 31, 2020

(Unaudited)

	2020	2019
OPERATING ACTIVITIES		
Excess of revenues over expenditures	\$ 55,831	\$ 21,634
Items not affecting cash:		
Amortization of tangible assets	11,581	6,702
Loss on disposal of assets	-	277
	<u>67,412</u>	<u>28,613</u>
Changes in non-cash working capital:		
GST receivable	(294)	(314)
Interest receivable	999	(48)
Accounts payable	7,411	(632)
Deferred income	91,284	(20,018)
Prepaid expenses	(215)	(2,073)
Contingent liability	-	(16,667)
	<u>99,165</u>	<u>(39,752)</u>
Cash flow from (used by) operating activities	<u>166,577</u>	<u>(11,139)</u>
INVESTING ACTIVITY		
Purchase of tangible capital assets	(26,860)	-
Cash flow from (used by) investing activity	<u>(26,860)</u>	<u>-</u>
FINANCING ACTIVITIES		
Restricted cash and cash equivalents	(3,752)	20,377
Repayment of long term debt	(4,350)	(4,098)
Cash flow from (used by) financing activities	<u>(8,102)</u>	<u>16,279</u>
INCREASE IN CASH FLOW	<u>131,615</u>	<u>5,140</u>
Cash - beginning of year	<u>51,918</u>	<u>46,778</u>
CASH - END OF YEAR	<u>\$ 183,533</u>	<u>\$ 51,918</u>
CASH FLOWS SUPPLEMENTARY INFORMATION		
Interest received	\$ (2,240)	\$ (5,080)
Interest paid	\$ 1,267	\$ 969
CASH CONSISTS OF:		
Cash	<u>\$ 183,533</u>	<u>\$ 51,918</u>

See notes to financial statements

COCHRANE AND AREA VICTIM SERVICES SOCIETY

Notes to Financial Statements

Year Ended December 31, 2020

(Unaudited)

1. PURPOSE OF THE SOCIETY

Cochrane and Area Victim Services Society (the "Society") is a not-for-profit organization incorporated provincially under the Societies Act of Alberta. As a registered charity the Society is exempt from the payment of income tax under Section 149(1) of the Income Tax Act.

The objectives of the Society are to provide victim/witness assistance to those in Cochrane and area who have been affected by crime, tragedy, and misfortune; to develop a collaborative partnership with residents of Cochrane and area in the planning, implementation and evaluation of services; and to raise funds to achieve the projects of the Society, which includes accepting gifts, donations, grants, legacy bequests and inheritances.

2. BASIS OF PRESENTATION

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations (ASNFP). Canadian accounting standards for not-for-profit organizations are part of Canadian generally accepted accounting principles (GAAP).

3. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Cash equivalents

Highly liquid investments with maturities of one year or less at date of purchase are classified as cash equivalents.

Restricted cash and cash equivalents are not available for current operating expenses and therefore are not included as cash.

Revenue recognition

Cochrane and Area Victim Services Society follows the deferral method of accounting for contributions.

Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received.

Unrestricted investment income is recognized as revenue when earned.

Grants are recorded as revenue at the time the requirements, if any, related to terms of the grant are fulfilled.

Financial instruments policy

Financial instruments are recorded at fair value when acquired or issued. In subsequent periods, financial assets with actively traded markets are reported at fair value, with any unrealized gains and losses reported in income. All other financial instruments are reported at amortized cost, and tested for impairment at each reporting date. Transaction costs on the acquisition, sale, or issue of financial instruments are expensed when incurred.

(continues)

COCHRANE AND AREA VICTIM SERVICES SOCIETY
Notes to Financial Statements
Year Ended December 31, 2020
(Unaudited)

3. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Tangible capital assets

Tangible capital assets are stated at cost or deemed cost less accumulated amortization. Tangible capital assets are amortized over their estimated useful life on a declining balance basis at the following rates and methods:

Motor vehicles	30%	declining balance method
Computer equipment	55%	declining balance method
Furniture and fixtures	20%	declining balance method

The Society regularly reviews its tangible capital assets to eliminate obsolete items. Government grants are treated as a reduction of tangible capital assets cost.

Tangible capital assets acquired during the year but not placed into use are not amortized until they are placed into use.

Assets with costs less than \$5,000 are expensed in the year purchased.

Contributed services

The operations of the organization depend on both the contribution of time by volunteers and donated materials from various sources. The fair value of donated materials and services cannot be reasonably determined and are therefore not reflected in these financial statements.

Measurement uncertainty

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Such estimates are periodically reviewed and any adjustments necessary are reported in earnings in the period in which they become known. Actual results could differ from these estimates.

4. TANGIBLE CAPITAL ASSETS

	Cost	Accumulated amortization	2020 Net book value	2019 Net book value
Motor vehicles	\$ 19,977	\$ 14,153	\$ 5,824	\$ 8,321
Computer equipment	33,421	13,097	20,324	1,892
Furniture and fixtures	4,838	2,209	2,629	3,286
	<u>\$ 58,236</u>	<u>\$ 29,459</u>	<u>\$ 28,777</u>	<u>\$ 13,499</u>

COCHRANE AND AREA VICTIM SERVICES SOCIETY

Notes to Financial Statements

Year Ended December 31, 2020

(Unaudited)

5. RESTRICTED CASH AND CASH EQUIVALENTS

Term deposits are not available for current transactions because they are restricted by the Board as a contingency fund. As such, they are not included in cash and cash equivalents.
[2020 - \$202,941; 2019 - \$199,080]

Casino funds are treated as restricted due to the limitations on their use for general operations and are therefore not included in cash and cash equivalents. [2020 - \$3,519; 2019 - \$3,627]

6. DEFERRED INCOME

The Society follows the deferred method of accounting for contributions and opts to present externally restricted contributions as deferred income.

Deferred income in the current year consists of the Town of Cochrane CARES app funding \$5,000, Community Initiatives Program grant \$60,000, Alberta Law Foundation grant \$29,274 and Bow Rivers Edge grant \$2,000. The 2019 deferred income consists of Bow Rivers Edge grant \$5,000.

The deferred income is recognized as income in the year the related expenses occur.

7. LONG TERM DEBT

	2020	2019
Toyota credit loan bearing interest at 5.99% compounded monthly, repayable in monthly blended payments of \$405. The loan matures on April 27, 2022 and is secured by Highlander.	\$ 6,220	\$ 10,570
Amounts payable within one year	(4,618)	(4,350)
	<u>\$ 1,602</u>	<u>\$ 6,220</u>

Principal repayment terms are approximately:

2021	\$ 4,618
2022	1,602
	<u>\$ 6,220</u>

The Toyota Highlander was previously leased by the Society. The Board opted to purchase the vehicle at the end of the lease period.

8. NET ASSETS

In the event of dissolution or winding up of the Society, all of its remaining assets after payment of its liabilities shall be distributed to one or more organizations in Canada having similar objectives.

9. INTERNALLY RESTRICTED NET ASSETS

Internally restricted assets consist of a contingency fund which is to approximate one year's operations to hedge against loss of income. Spending from this fund must have Board approval.

COCHRANE AND AREA VICTIM SERVICES SOCIETY
Notes to Financial Statements
Year Ended December 31, 2020
(Unaudited)

10. ECONOMIC DEPENDENCE

The Society received 34.06% of its gross revenue from the Solicitor General (2019 - 37.10%). Should this funding be withdrawn or dramatically reduced, management is of the opinion that continued viable operations would be doubtful. A contingency reserve approximating one year of operating expense is used to mitigate this risk.

11. FINANCIAL INSTRUMENTS

The Society is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks.

Unless otherwise noted, it is management's opinion that the Society is not exposed to significant other price risks arising from these financial instruments.

12. BUDGET FIGURES

Budget figures have been provided by management for information purposes only. No examination on the reasonableness of these amounts has been made.

13. SUBSEQUENT EVENTS

The ongoing global pandemic Covid-19 has caused uncertainty around anticipated funding for the upcoming year. Fundraising events have been postponed for an unknown period of time and the Solicitor General is reviewing the entire funding program for Victim Services. Management is monitoring the evolving situation.



COCHRANE AND AREA VICTIM SERVICES SOCIETY
Grant Revenue (Schedule 1)
Year Ended December 31, 2020
(Unaudited)

	Budget 2020	Total 2020	Total 2019
GRANTS			
Solicitor General	\$ 150,000	\$ 150,150	\$ 150,000
Alberta Law Foundation	100,500	71,226	-
Town of Cochrane	63,648	65,339	62,400
IVOS	67,000	64,967	65,000
Victim of Crime Week	5,000	9,000	7,500
FCSS/United Way	8,800	8,800	10,500
FCSS Rocky View	5,500	5,500	5,000
Bow River Campground	2,500	5,000	-
MD of Bighorn	2,350	2,350	2,350
STEP	-	-	3,150
Cochrane Foundation	7,500	-	-
	<u>\$ 412,798</u>	<u>\$ 382,332</u>	<u>\$ 305,900</u>

See notes to financial statements

Cochrane and Area Victim Services Society
Board of Directors Phone/Email List
Updated June 7, 2020

Name
Brenda Sine President
Maxine Wilton Vice President
Sue Holden Treasurer
Shannon Swagor Secretary
Betty Goodsell Director
Steven Grossick Director
Melody Bundt Director
Barb Henning Vice President
Kendra Watt Director
Dave Brunner RCMP Liaison



359 – 1st Street East, Cochrane AB T4C 1Y7

Phone: 403-851-8055 Fax: 403-932-2842

Web: www.cochranevictimservices.ca Email: info@cochranevictimservices.ca

Support | Information | Referral

August-26-21

Dimitri Dimopoulos, FCSS Coordinator
262075 Rocky View Point, Rocky View County, t4A 0X2

Attention: Dimitri Dimopoulos,

On behalf of Cochrane and Area Victim Services Society, please find enclosed our application for the 2022 funding. Included is the following:

- 2022 funding application
- Project description
- Appendix A – file statistics
- 2020 unaudited financial statements
- 2022 Proposed Project Budget
- Most recent financial statement
- List of board members

I welcome any questions on the application and can be reached by phone: 403-851-8059 or by email lauren.delahunt@rcmp-grc.gc.ca.

Kind regards,

A handwritten signature in blue ink, appearing to read "Lauren Delahunt", is written over a light blue circular background.

Lauren Delahunt
Executive Director
Cochrane and Area Victim Services



Rocky View County
Family & Community Support Services (FCSS)
2022 FCSS SPECIAL PROJECTS FUNDING APPLICATION
(FUNDING PERIOD: JANUARY 1 – DECEMBER 31, 2022)

RECEIVED
 Aug 23/20

Please type or print legibly. Applicants must be a non-profit organization/agency that serves Rocky View County residents. **Please note that faxed or e-mailed copies of the application will *not* be accepted. It is strongly recommended that you courier or hand deliver your proposal (printed single sided pages only) and request confirmation of receipt. APPLICATION DEADLINE IS 4:00 P.M. AUGUST 30, 2021 - APPLICATIONS NOT RECEIVED BY THIS DEADLINE WILL NOT BE ACCEPTED.**

1. ORGANIZATION INFORMATION

Organization Name	Crossfield Playschool Association
Project Name	
FCSS Funding Request (Maximum \$7,500) (from Section 9.6 C Proposed Budget)	5,500
E-Mail Address and Website	crossfieldplayschoolboard@gmail.com
Mailing Address (include postal code)	Box 27 Crossfield AB T0M0S0
Street Address (for courier purposes)	1120 Mountain Ave Crossfield AB T0M0S0
Agency Telephone Number	403 988 7103
Agency Fax Number	
Executive Director Name	Nicole Hannah
Program Contact Name	Laura Canonaco/Shirine Raza
Phone Number (If different from above)	

☒ Please email confirmation of receipt of this application to: crossfieldplayschoolboard@gmail.com

2. PREVENTION

In what way(s) is your program preventive in nature? Check the appropriate items from the following list. You will be required to report on each of the Outcomes that you have selected.

Provincial Outcome	Rocky View County Outcomes	
Improved social well-being of individuals	Outcome 1: Individuals experience personal well-being. Indicators: Resilience; self-esteem; optimism; capacity to meet needs; autonomy; competence; personal engagement; meaning and purpose.	<input type="checkbox"/>
	Outcome 2: Individuals are connected with others. Indicators: Quality of social relationships; social supports available; trust and belonging.	<input type="checkbox"/>
	Outcome 3: Children and youth develop positively. Indicators: Developmental assets.	<input checked="" type="checkbox"/>

Provincial Outcome	Rocky View County Outcomes	
Improved social well-being of families	Outcome 4: Healthy functioning families. Indicators: Positive family relationships; positive parenting; positive family communications.	<input type="checkbox"/>
	Outcome 5: Families have social supports. Indicators: Extent and quality of social networks; family accesses resources as needed.	<input type="checkbox"/>

Provincial Outcome	Rocky View County Outcomes	
	Outcome 6: The community is connected and engaged.	<input type="checkbox"/>
	Indicators: Social engagement; social support; awareness of the community; positive attitudes toward others and the community.	
Improved social well-being of the community.	Outcome 7: Community social issues are identified and addressed.	<input type="checkbox"/>
	Indicators: Awareness of community social issues; understanding of community social issues; agencies and/or community members work in partnership to address social issues in the community.	

3. PROJECT DESCRIPTION

Attach a separate page providing a brief overview of your organization and the project.

- Describe briefly how this is a special project and how it will specifically support Rocky View County Residents. Rocky View County residents do not include people who reside in Airdrie, Beiseker, Chestermere, Cochrane, Crossfield, Irricana or Redwood Meadows. It does include those who live outside of these municipalities and within the hamlets located within the County's borders.
- Define your region of operation;
- Include the statement of need;
- The activities that will be used to address the need;
- The expected outcomes; and
- Agency/project mission. What is your mission and what are you currently doing to achieve your mission (e.g. other programs and services that are not a part of this application for funding)?

4. PROJECT FIGURES

- Estimated Number of Total Program Participants: 38
- Estimated Number of County Resident Program Participants: 1
- Estimated Number of Volunteer Hours Related to Program: 1300

5. SUPPORTING DOCUMENTS

The following documents **must** be attached:


- Organization's Annual Financial Statement;
- Organization's Proposed Operating Budget – include contributions from other sources and detailed expenditures, do not include in-kind supports, only actual dollars. A budget shell is attached on the next page if you wish to use it;
- List of Organization's Officers and Directors. Do not include personal contact information (home addresses, emails, or phone numbers);
- A copy of Alberta Societies Act Registration if new applicant.

Other documents may also be attached to the application form that provides further clarification.

6. CERTIFICATION OF COMPLIANCE:

This is to certify that to the best of my knowledge and belief, the information included in this application 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>)

A project outcomes evaluation is required by February 28, 2023 if your application is successful.

 Nicole Hannah Board President

Aug 26, 2021

(Signature of Applicant)

(Print Name & Title)

(Date)

Please indicate how you heard of the Rocky View County FCSS Program:

_____ newspaper ad _____ social media _____ website visit/search

__X__ word of mouth _____ other (specify) _____

Submit Completed Documents to:

Dimitri Dimopoulos, FCSS Coordinator
Rocky View County
262075 Rocky View Point
Rocky View County, AB T4A 0X2

For further assistance, please call 403.520.1289
or email fcss@rockyview.ca

The FCSS Program Is Not:

- ☐ Recreational.
- ☐ A Public Health Transportation Grant.
- ☐ Direct assistance, including money, food, clothing or shelter to sustain an individual or family.
- ☐ Rehabilitative.
- ☐ A duplication of services from other Government Agencies.

****ALL INFORMATION PROVIDED IS PUBLIC****

The personal information on this form is being collected for the purpose of determining eligibility of an applicant to receive FCSS funding; to assist in administering the FCSS funding; and to monitor, assess, and evaluate your program. This information is collected under the authority of Section 33 (c) of the Freedom of Information and Protection of Privacy Act and may become public information once it is submitted to the FCSS program. Questions regarding the collection of this information can be directed to the Manager, Recreation, Parks and Community Support at 403.520.6307.

9.6 C. INPUTS (Resources dedicated to the program. Include staff and budget for one year.)			
2022 PROPOSED 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 2022 Costs to be paid or contributed by the Applicant and other funding partners (Agency Contribution)	Column 2 2022 Costs to be funded by County FCSS (Program Request)	Column 3 2022 Projected Year End Total Program Budget (Total Cost)
EXPENSES			
PERSONNEL (specify positions and hours per week)			
Teacher 940 hr/year Sept-May	\$27,768.00		\$27,768.00
Teacher's Aide 826hr/year Sept-May	\$19,468.80		\$19,468.80
Substitute Pay	\$958.13		\$958.13
Employer Deductions	\$13,005.98		\$13,005.98
a. SUBTOTAL PERSONNEL	\$61,200.91		\$61,200.91
TRAVEL & TRAINING (specify)			
Staff Development Reimbursements	\$400		\$400
b. SUBTOTAL TRAVEL & TRAINING	\$400		\$400
MATERIALS AND SUPPLIES (specify)			
Fundraising Cost	\$13,710.32		\$13,710.32
Insurance	3295.00		3295.00
Supplies	8319.93		8319.93
c. SUBTOTAL MATERIALS AND SUPPLIES	\$25,325.25		\$25,325.25
OTHER (specify)			
Rent		\$5500	
Telephone/Internet	\$807.95		\$807.95
Janitorial/Cleaning	\$240.03		\$240.03
Bank Fees	\$481.35		\$481.35
d. SUBTOTAL OTHER	\$1,529.33	\$5500	\$1,529.33
e. TOTAL EXPENDITURES (e=a+b+c+d)	\$88,455.49	\$5500	\$88,455.49
REVENUE (specify other sources of funding including fundraising, fees for service, other grants, etc.)			
4 Year Old Classes (27 @ 120 x 9 months)	\$29,160		
3 Year Old Classes (11 @ 110 x 9 months)	\$10,890		
Grants (Crossfield FCSS)	\$10,000		
Fundraising	\$32,905.49		
f. TOTAL REVENUE			
g. FCSS REQUEST (DEFICIT = Total of Column 3 Expenditures - Total Revenue)		\$5500	

Project Description:

- a) The Crossfield Playschool is the only playschool available in Crossfield of its kind without having to pay for full time childcare. There are few activities in this small town for young children. Parents would have to travel long distances to attend a preschool like program if we were not available to them. We offer Rural residents a close, affordable and excellent preschool program. The students not only get a program that will help develop their mental, social and emotional abilities but they get to know fellow students that they will attend school with in years to come.
- b) We are located at 1120 Mountain Ave in Crossfield Alberta. We serve those living with the town of Crossfield and those located in rural Rocky View areas. We do not turn down residents from other counties.
- c) Children are our future. The Crossfield Playschool provides a nurturing environment for Rockyviews children to enhance their mental, physical, social and emotional development. We run enough classes to fill the need for programming. The need of the playschool is a financial one. We choose to keep our fees low to keep our program accessible to many. By keeping fees low, we continually run in a deficit and rely heavily on fundraising, grants and donations.
- d) The Crossfield Playschool teachers have put together a wonderful program that engages out preschoolers with the use of songs, arts and crafts, structure and physical activity to encourage their development while also instilling a love of learning. One of the programs we particularly love is our bus safety program that was introduced specifically for our rural students. This program brings in a bus safety officer who teaches the children about bus safety and takes them for a ride. This is especially important for our rural students transitioning to kindergarten who will soon be taking the bus regularly. The Playschool is run by a board of parent volunteers who have children currently in the playschool program. The board of parents work together to achieve a common goal and in turn the children see and learn about the importance of being an active member of their community. To address our financial need, we hold a number of fundraisers through out the year as well as apply for grants and canvassing for donations.
- e) Our goal is that every child who graduates from our program experiences a comfortable transition to kindergarten using the skills they have acquired at playschool. Their new skills will help encourage positive socialization with their peers and neighbors and helps to equip them with the skills to problem solve with faced with an obstacle. Our preschools and their parents have created a cense of community that they will carry with them through out the years.
- f) Our mission is to help develop the mental, physical and emotional facets of children while trying to prepare them for an easy transition to Kindergarten. We offer enough classes to fill the needs of our community. We employ qualified teachers to lead the educational interests of our preschools.

5. Supporting Documents

- a) Annual Financial Statement 2020 calendar year: please note: in 2020 due to Covid non of our classes were full and we ran only 3 classes. For 2021, we will see be running only 3 classes but nearly every spot is full. There are still some additional costs we need to consider due to covid-19 (individual equipment/supplies for students, increased janitorial services, additional teachers hours worked due to cleaning protocols, and additional expenses associated with extra cleaning supplies).
- c) Listing of board members for the 2021-2122 Playschool year

President: Nicole Hannah

Vice President: Brianna Rowe

Treasurer: Laura Canonaco

Grant Writer: Shirine Ali

Secretary: Mellissa Gagy

Fundraising Coordinator: Brittany Maciuk and Madeline Cosh



Rocky View County Family & Community Support Services (FCSS)

2022 FCSS SPECIAL PROJECTS FUNDING APPLICATION (FUNDING PERIOD: JANUARY 1 – DECEMBER 31, 2022)

Please type or print legibly. Applicants must be a non-profit organization/agency that serves Rocky View County residents. ***Please note that faxed or e-mailed copies of the application will not be accepted. It is strongly recommended that you courier or hand deliver your proposal (printed single sided pages only) and request confirmation of receipt. APPLICATION DEADLINE IS 4:00 P.M. AUGUST 30, 2021 - APPLICATIONS NOT RECEIVED BY THIS DEADLINE WILL NOT BE ACCEPTED.***

1. ORGANIZATION INFORMATION	
Organization Name	Friends of Spirit Winds Ranch Society
Project Name	Equine Assisted Learning for families and community wellness
FCSS Funding Request (Maximum \$7,500) (from Section 9.6 C Proposed Budget)	\$7500.00
E-Mail Address and Website	laurel@spiritwindsranch.ca / spiritwindsranch.ca
Mailing Address (include postal code)	Box 474 Cochrane Alberta Canada T4C-1A7
Street Address (for courier purposes)	54101 Twp Road 270
Agency Telephone Number	403-999-7763
Agency Fax Number	/
Executive Director Name	n/a
Program Contact Name	Holly Strand / hair, Board of Directors
Phone Number (If different from above)	

☐ Please email confirmation of receipt of this application to: [Click here to enter text.](#)

2. PREVENTION		
In what way(s) is your program preventive in nature? Check the appropriate items from the following list. You will be required to report on each of the Outcomes that you have selected.		
Provincial Outcome	Rocky View County Outcomes	
Improved social well-being of individuals	Outcome 1: Individuals experience personal well-being. Indicators: Resilience; self-esteem; optimism; capacity to meet needs; autonomy; competence; personal engagement; meaning and purpose.	<input checked="" type="checkbox"/>
	Outcome 2: Individuals are connected with others. Indicators: Quality of social relationships; social supports available; trust and belonging.	<input checked="" type="checkbox"/>
	Outcome 3: Children and youth develop positively. Indicators: Developmental assets.	<input checked="" type="checkbox"/>

Provincial Outcome	Rocky View County Outcomes	
Improved social well-being of families	Outcome 4: Healthy functioning families. Indicators: Positive family relationships; positive parenting; positive family communications.	<input checked="" type="checkbox"/>
	Outcome 5: Families have social supports. Indicators: Extent and quality of social networks; family accesses resources as needed.	<input checked="" type="checkbox"/>

Provincial Outcome	Rocky View County Outcomes	
	Outcome 6: The community is connected and engaged. Indicators: Social engagement; social support; awareness of the community; positive attitudes toward others and the community.	<input checked="" type="checkbox"/>
Improved social well-being of the community.	Outcome 7: Community social issues are identified and addressed. Indicators: Awareness of community social issues; understanding of community social issues; agencies and/or community members work in partnership to address social issues in the community.	<input checked="" type="checkbox"/>

3. PROJECT DESCRIPTION

Attach a separate page providing a brief overview of your organization and the project.

- a) Describe briefly how this is a special project and how it will specifically support Rocky View County Residents. Rocky View County residents do not include people who reside in Airdrie, Beiseker, Chestermere, Cochrane, Crossfield, Irricana or Redwood Meadows. It does include those who live outside of these municipalities and within the hamlets located within the County's borders.
- b) Define your region of operation;
- c) Include the statement of need;
- d) The activities that will be used to address the need;
- e) The expected outcomes; and
- f) Agency/project mission. What is your mission and what are you currently doing to achieve your mission (e.g. other programs and services that are not a part of this application for funding)?

4. PROJECT FIGURES

- a) Estimated Number of Total Program Participants: [Click here to enter text.](#)
- b) Estimated Number of County Resident Program Participants: [Click here to enter text.](#)
- c) Estimated Number of Volunteer Hours Related to Program: [Click here to enter text.](#)

5. SUPPORTING DOCUMENTS

The following documents **must** be attached:

- a) Organization's Annual Financial Statement;
- b) Organization's Proposed Operating Budget – include contributions from other sources and detailed expenditures, do not include in-kind supports, only actual dollars. A budget shell is attached on the next page if you wish to use it;
- c) List of Organization's Officers and Directors. Do not include personal contact information (home addresses, emails, or phone numbers);
- d) A copy of Alberta Societies Act Registration if new applicant.

Other documents may also be attached to the application form that provides further clarification.

6. CERTIFICATION OF COMPLIANCE:

This is to certify that to the best of my knowledge and belief, the information included in this application 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>)

A project outcomes evaluation is required by February 28, 2023 if your application is successful.


(Signature of Applicant)

CHAIRPERSON
(Print Name & Title)

AUG. 27, 2021
(Date)

3. PROJECT DESCRIPTION

a) The Friends of Spirit Winds Ranch Society is comprised of a volunteer board of directors who are committed to supporting individuals and families via the delivery of E.A.L. Equine Assisted Learning Programs

Society supported programs offer opportunities to explore and develop both life skills and relationship building skills through equine communication in a safe, inclusive environment

b) See attached map

c) Families and individuals in Rocky View County are facing unprecedented life challenges. The current economy and health related issues have resulted in many families and individuals facing social isolation and limited program availability in a safe and inclusive environment. Programing has been expanded to various groups. I

d) Equine Assisted Learning Programs focus on using horses to deliver a series od programs and workshops. Individuals and families learn effective communication and collaboration skills by means of interacting with other program participants and equine teachers to solve a series of enjoyable and often challenging problems. E.A.L. is proven by University of Calgary studies to be an effective retentive approach in human development that encourages both individual and family growth

e) E.A.L. programs have been observed by teaching professionals in Rocky View County over the past 4 years. The feed back received from school principals, psychologists, guidance counselors and teachers has been overwhelming and encouraging with respect to positive behavioural change in participants.

f) The mission of friends of Spirit Winds Ranch Society is to provide;

opportunities for individuals and families in need to build a life and relationship skills through interactions within small groups and a 1200 lb horse, facilitated by qualified E.A.L. instructors in a safe environment

We have adjusted out programming to accommodate seniors, mentally and physically challenged individuals.

Please indicate how you heard of the Rocky View County FCSS Program:

_____ newspaper ad ☒ social media ☒ website visit/search
 _____ word of mouth _____ other (specify) _____

Submit Completed Documents to:

Dimitri Dimopoulos, FCSS Coordinator
 Rocky View County
 262075 Rocky View Point
 Rocky View County, AB T4A 0X2

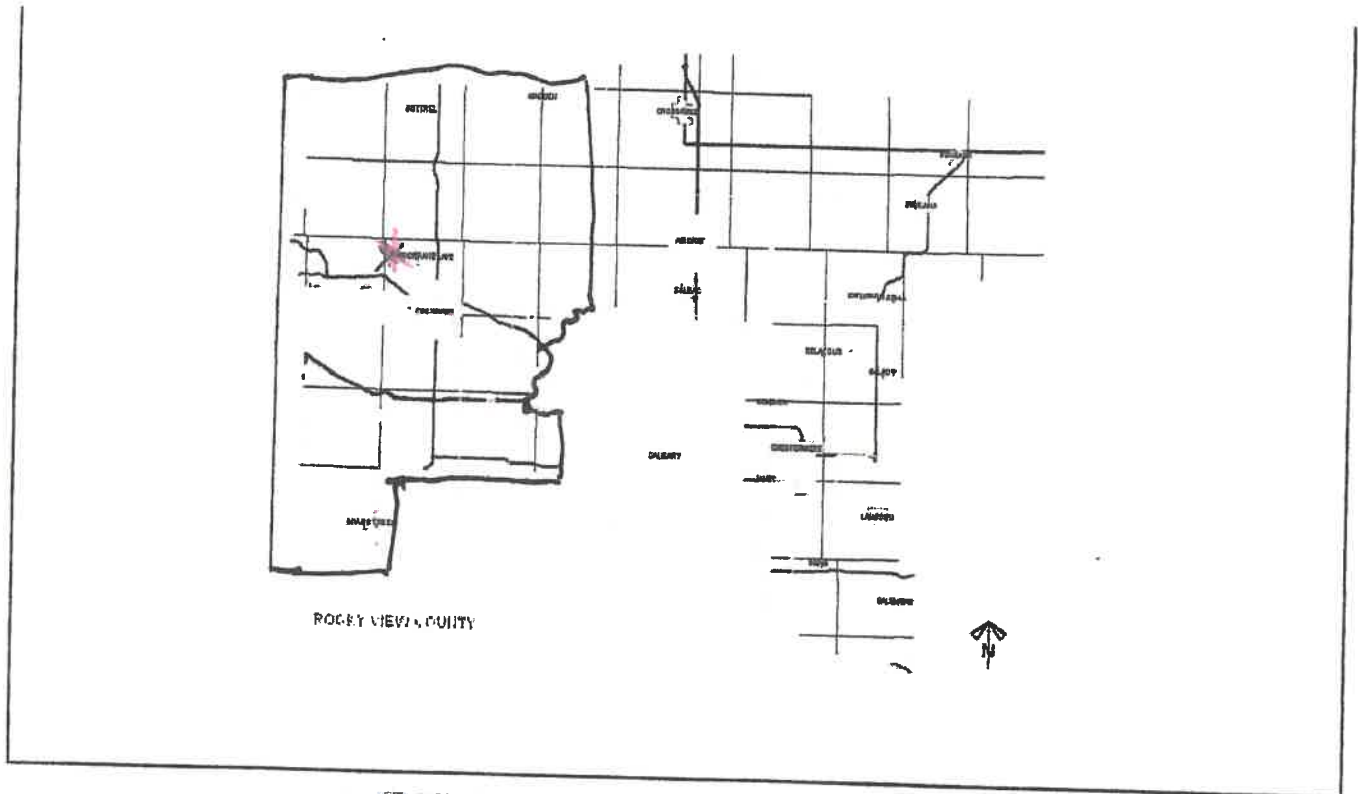
**For further assistance, please call 403.520.1289
 or email fcss@rockyview.ca**

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- A Public Health Transportation Grant.
- Direct assistance, including money, food, clothing or shelter to sustain an individual or family.
- Rehabilitative.
- A duplication of services from other Government Agencies.

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9.6 C. INPUTS (Resources dedicated to the program. Include staff and budget for one year.)

2022 PROPOSED 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 2022 Costs to be paid or contributed by the Applicant and other funding partners (Agency Contribution)	Column 2 2022 Costs to be funded by County FCSS (Program Request)	Column 3 2022 Projected Year End Total Program Budget (Total Cost)
EXPENSES			
PERSONNEL (specify positions and hours per week)			
FACILITATORS			
(45.00 HR. X 18 HRS.			
PER SESSION X 3			
X 2 FACILITATORS		4,860.00	
a. SUBTOTAL PERSONNEL		4,860.00	4,860.00
TRAVEL & TRAINING (specify)			
INSURANCE	1150.00	1150.00	
VAN MAINTANANCE			
(GAS, OIL, ETC.)		500.00	
b. SUBTOTAL TRAVEL & TRAINING	1150.00	1,650.00	2,800.00
MATERIALS AND SUPPLIES (specify)			
PROGRAM, PARTICIPANT			
INCLUDING P.P.E.	500.00	990.00	
c. SUBTOTAL MATERIALS AND SUPPLIES	500.00	990.00	1490.00
OTHER (specify)			
MARKETING	300.00		
d. SUBTOTAL OTHER	300.00		300.00
e. TOTAL EXPENDITURES (e=a+b+c+d)	1950.00	7500.00	9,450.00
REVENUE (specify other sources of funding including fundraising, fees for service, other grants, etc.)			
ROCKYVIEW COUNTY	7,500.00		
GRANTS & DONATIONS	1,950.00		
f. TOTAL REVENUE	9,450.00		
g. FCSS REQUEST (DEFICIT = Total of Column 3 Expenditures - Total Revenue)			



Microsoft Excel
Worksheet

Friends of Spirit Winds Ranch Society - Finance Summery as of Dec 31, 2020

Opening Bank Balance (January 1, 2020): \$7,929.00

Summary of Income:(Revenues)

Grants Received \$9500.00

Donations \$705.50

Total: \$10,205.50

Summery of Expenses:

Transportation \$1,911.05

Marketing \$262.50

Capital (Infrastructure) \$3,797.75

Insurance \$760.00

Bank Fees \$4.00

Program Facilitors, program supplies, \$7586.00

(including all Covid related P.P.E.)

Total: \$14,321.30

Bank Balance as of December 31, 2020 \$3,813.49

***Note 1 :** The above financial statement dose not reflect all in kind donations of services and materials.

Holly Strand



Friends of Spirit Winds Ranch Board of Directors 2020

NAME	POSITION
Holly Strand	Chair
Deryck Jones	Vice-Chair
Dawn Mercer	Treasurer
Norma Jones	Secretary
Brenda Budgell	Communications/Marketing
Dr. Suzy Nadeau	Member at Large - Veterinarian
Lynn Norbury	Member at Large
Laurel Griffin	Advisor

CORPORATE ACCESS NUMBER: 5021585632

**Government
of Alberta ■**

SOCIETIES ACT

**CERTIFICATE
OF
INCORPORATION**

**FRIENDS OF SPIRIT WINDS RANCH SOCIETY
WAS INCORPORATED IN ALBERTA ON 2018/11/26.**





Box 1544, Cochrane, AB, T4C 1B5
www.bighillhaven.com

May 14, 2021

To Whom It May Concern:

Dear Sir or Madam;

Please accept this letter as an indication of our strong support of Laurel Griffin and the amazing work she does with youth and their parents at Spirit Winds Ranch. Clients of Big Hill Haven have had the experience of visiting the Ranch and participating in her Facilitated Equine Assisted Learning program.

Big Hill Haven provides Emergency Shelter and Outreach Support for women and their children who are escaping or experiencing family violence. We are very protective of our clients and carefully vet any organizations who will be working with these vulnerable families. Having said that, Ms. Griffin was kind enough to invite me and my 8-year-old grandson to visit the Ranch and go through the program exactly as a client would. I can say without hesitation that it was a wonderful experience. Ms. Griffin was respectful, kind, wise and answered all of our questions in a thoughtful manner which taught us so much more than we ever expected to learn. To this day, my grandson still speaks of her and her horses fondly.

We were able to refer two of our Moms and their children to the program and each of them cannot say enough good things about their experience. One of the Moms attended with her own mother and her daughter and they previously had a great deal of conflict in their family. They each reported after one lesson much less tension and improved relationships with each other. When the opportunity arose for them to return for a second lesson, all three were incredibly excited. The second session taught them even more about respectful, healthy communication and their own individual strengths. From having worked with this family, I can say that their challenges were many and their family situation had not been a comfortable one. But after two sessions with Ms. Griffin, I observed a significant improvement.

The second family had the same positive experience and spoke very highly of Ms. Griffin's leadership.

I had the opportunity to carefully observe Ms. Griffin's interactions with my grandson, how she was able to guide him in his interactions with his horse; he responded extremely well and I saw his body language and demeanor become more relaxed as the lesson progressed. This boy comes from an abusive home and he faces many of the same challenges as do our young clients who come to us with their mothers. Having seen the loving way Ms. Griffin answered his questions and guided him through the experience, I have no hesitation in recommending her and her program to anyone who has youth for her to help.



Box 1544, Cochrane, AB, T4C 1B5
www.bighillhaven.com

Please do not hesitate to contact me should you require any further information or if you have any questions I may answer. Big Hill Haven feels very fortunate to have had this opportunity for our clients and their children and I know that any other families and/or youth will benefit from this program in countless ways.

Best Regards,

Patti Fisher

Patti Fisher

Co-Founder and Program Manager

Big Hill Haven

403-796-6564

bighilloutreach@gmail.com

Box 1544, Cochrane, AB

T4C1B5

To whom it may concern,**November 15, 2018**

This letter is in regards to the Equine Assisted Learning (EAL) that has been offered to our school from Spirit Winds Horse Center. Our first time involved with this program was in the spring of 2018 and at that time, we had 12 students who participated in this program. Presently Westbrook School has 16 students, from grade 3 to grade 8, involved in a 6 week program. Our first group has their class from 10:00-11:00 am and the second group goes from 12:00-1:00pm.

This program is a unique way of learning using horses to help students learn about themselves and others by working closely with the horses and then having to process (discussing) feelings, behaviors, and patterns. EAL has a focus on trying to meet educational goals through setting up ground activities with the use of a horse to apply skills for personal growth, development, learning to trust, working on problem-solving skills and being mindful on your own body language.

Students are very excited and look forward to their Wednesday Equine sessions. It appears working with a horse is a very effective and powerful approach to helping individual development that encourages individual and team growth. The students comment they are engaging in fun, creative and meaningful exercises that helps them learn value life skills. The students learn the importance of having good listening skills and observation skills, as they need to pay close attention to the body language the horse may be trying to communicate to them. These awareness skills help students move forward in their learning within the program but also in their personal lives.

I am hoping and looking forward to many more students at Westbrook School to have an opportunity to participate in the Equine Assisted Learning. Through my own life experiences of growing up with horses, I know how much an individual can learn about themselves as they work along beside these beautiful, big, powerful and intuitive animals. I have received many positive comments from students and parents on how much they appreciated this great program while in school. These social programs are a great opportunity for students to cooperate and appreciate the knowledge and wisdom that they can obtain from interacting with others. I have personally witnessed some students who have improved in their peer relations, self-esteem, learned how to make better choices and learned to be more empathetic towards others.

As a staff member at Westbrook School, we value these outside programs and would like them to continue to grow and be offered to the students in the Cochrane and surrounding area.

Sincerely,
Jona Kondrat
Child Development Advisor
Westbrook School
403-932-5443

Interactivity of mind, body and spirit.

With a 1200 pound teacher... **Makes all the difference!**

One of the many benefits of working with horses, rather than in a classroom setting, is the component of interactivity. Since we all learn differently, interactive learning enables everyone to learn lessons and skills through experiences. The healing power of horses is felt through the relationships we build with them. Through equine connection we engage the body, mind and spirit by providing fun, innovative and immediate result-orientated programs with specific objectives.

Equine Assisted Learning



YOUTH PROGRAMS INCLUDE

A customized curriculum
Nationally certified program
Our venue and facilitators
Insurance
Handouts for each program
A Facilitator's account of each program
A participant's account of their experience
Classroom debriefing
Healthy snacks and water

Horses Teaching Humans YOUTH PROGRAMS

- ★ challenging games
- ★ fun and engaging
- ★ interactive
- ★ thought provoking
- ★ life changing

FB

@friendsofspiritwindsranch

IG

@spiritwindsranch



Ranch Owner and Facilitator

LAUREL GRIFFIN

Page 380 of 585

Why does our program work & what sets us apart?

BENEFITS FOR YOUTH

All of our exercises are custom designed to maximize learning potential and focus on developing individual skills while working through each unique interactive group challenge. Teams work together to develop relationships and overcome barriers while being encouraged to be creative and think outside the box.

Individuals realize the benefits associated with effective communication while recognizing the value of teamwork, mutual trust and respect.

All this, while experiencing a new, wonderful environment and having a blast!



Participants are taught how to change their perspective on social interaction and coordination while learning essential skills such as:

Teamwork ★ Leadership ★ Empathy ★ Communication



THERE IS NOTHING LIKE A 1200 LB TEACHER

By their very intuitive and innate sensitivity, horses can provide facilitators with a window into a participant's personality. Horses mirror the feelings of the participants, which encourages them to adjust their feelings and behaviours in order to work successfully with the horses.

- Step outside the classroom and learn through hands on experience
- Our senior horses are given a new purpose in life
- A horse gives feedback that is honest and instant
- Horses consistently model assertiveness and teach us how to do the same
- Nature provides horses with instinct and astute senses
- Horses help to instill empathy and kindness naturally





2022 FCSS GENERAL FUNDING APPLICATION


(FUNDING PERIOD: January 1 – December 31, 2022)

ALL INFORMATION PROVIDED IS PUBLIC

APPLICATION DEADLINE IS 4:00 P.M. AUGUST 30, 2021 NO EXCEPTIONS

1. ORGANIZATION INFORMATION	
Organization Name	Helping Hands Society of Cochrane and Area
Program Name	Helping Hands Programs
FCSS Funding Request (over \$7,500) (from Section 9.6 C Proposed Budget)	\$18,000
E-Mail Address and Website	executivedirector@helpinghandscochrane.ca www.helpinghandscochrane.ca
Mailing Address (include postal code)	PO Box 1045 Cochrane AB T4C 1B1
Street Address (for courier purposes)	
Agency Telephone Number	587-580-9448
Agency Fax Number	
Executive Director Name	Chairra Nicolle
Program Contact Name	Melia Hayes
Phone Number (If different from above)	

2. CERTIFICATION OF COMPLIANCE
<p>This is to certify that to the best of my knowledge and belief, the information included in this application complies with the requirements and conditions set out in the Family and Community Support Services Act and Regulation.</p> <p>(https://www.alberta.ca/family-and-community-support-services-fcss-program.aspx)</p> <p>A program outcomes evaluation is required by February 28, 2023 if your application is successful</p>



Signature (Agency Signing Authority)

Executive Director.
Title

Chairra Nicolle
Print Name

August 18, 2021
Date

Submit Completed Documents to, or for further assistance contact:

Dimitri Dimopoulos, FCSS Coordinator
Rocky View County
262075 Rocky View Point
Rocky View County, AB T4A 0X2

For further assistance, please call 403.520.1289 or email fcss@rockyview.ca

Please note that faxed or e-mailed copies of the application will not be accepted. It is strongly recommended that you courier or hand deliver your proposal (printed single sided pages only) and request confirmation of receipt.
APPLICATION DEADLINE IS 4:00 P.M. AUGUST 30, 2021 - APPLICATIONS NOT RECEIVED BY THIS DEADLINE WILL NOT BE ACCEPTED.

X Please email confirmation of receipt of this application to: executivedirector@helpinghandscochrane.cat.

Please indicate how you heard of the Rocky View County FCSS Program:

_____ newspaper ad _____ social media _____ website visit/search
_____ word of mouth _____ X_ other (specify) _____ Long Term Partnership _____

3. SOCIETY MEMBERSHIP (current)	
Number of Members	0
Membership Fee Per Member	0

4. TYPE OF ORGANIZATION		
Alberta Societies Act Registration Number:	5018292648	
Charitable Number (if have one):	816893564	<input type="checkbox"/> Government Agency

5. DAYS AND HOURS OF OPERATION OF THE PROGRAM							
OPERATING HOURS	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
	8:30 -4:30	8:30 -4:30	8:30 -4:30	8:30 -4:30	8:30 -4:30	Closed	Closed
Dates not Open:							
Statutory Holiday:	Closed			Other			

6. DOCUMENTATION REQUIREMENTS: <u>Do not provide other attachments unless requested to do so.</u>	ATTACHED
List of current agency Board of Directors by name and Board position (Board information is requested to ensure sufficient governance and make members accessible to administration, if required.) Do not include personal contact information (home addresses, emails, or phone numbers).	<input checked="" type="checkbox"/>
Fee Policy and Schedule (if applicable)	<input type="checkbox"/> N/A
Organizational Chart of Agency	<input checked="" type="checkbox"/>
Certificate of Incorporation under the Societies Act if new applicant. (Not applicable to other municipal governments and associated departments)	<input type="checkbox"/> Included <input checked="" type="checkbox"/> Not Applicable
Constitution and Bylaws (first time applicants only unless changes were made by previously funded groups)	<input type="checkbox"/> N/A
Job description(s) for County FCSS funded positions requested (first time applicants only unless changes were made by previously funded groups)	<input type="checkbox"/> N/A
Most recent Audited Financial Statement	<input checked="" type="checkbox"/>

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7.1 PROGRAM DESCRIPTION

Provide a brief program description in a few sentences (to be used for publication by FCSS)

Helping Hands Society links people who help with people who need help. Our volunteers fill unmet human needs and strengthen community.

7.2 PREVENTION

In what way(s) is your program preventive in nature? Check the appropriate items from the following list. You will be required to report on each of the Outcomes that you have selected.

Provincial Outcome	Rocky View County Outcomes	
Improved social well-being of individuals	Outcome 1: Individuals experience personal well-being. Indicators: Resilience; self-esteem; optimism; capacity to meet needs; autonomy; competence; personal engagement; meaning and purpose.	X
	Outcome 2: Individuals are connected with others. Indicators: Quality of social relationships; social supports available; trust and belonging.	X
	Outcome 3: Children and youth develop positively. Indicators: Developmental assets.	<input type="checkbox"/>

Provincial Outcome	Rocky View County Outcomes	
Improved social well-being of families	Outcome 4: Healthy functioning families. Indicators: Positive family relationships; positive parenting; positive family communications.	<input type="checkbox"/>
	Outcome 5: Families have social supports. Indicators: Extent and quality of social networks; family accesses resources as needed.	<input type="checkbox"/>

Provincial Outcome	Rocky View County Outcomes	
Improved social well-being of the community.	Outcome 6: The community is connected and engaged. Indicators: Social engagement; social support; awareness of the community; positive attitudes toward others and the community.	X
	Outcome 7: Community social issues are identified and addressed. Indicators: Awareness of community social issues; understanding of community social issues; agencies and/or community members work in partnership to address social issues in the community.	<input type="checkbox"/>

7.3 PRIMARY TARGET

Indicate the Primary target at whom the program is aimed by estimating the percentage of the program's FCSS allocation that is directed to services in the following categories.

Children		%
Youth		%
Families	25	%
Adults	5	%
Seniors	20	%
Volunteerism	50	%
Community Development		%
Total	100	%

7.4 SOCIAL SERVICE CONTINUUM

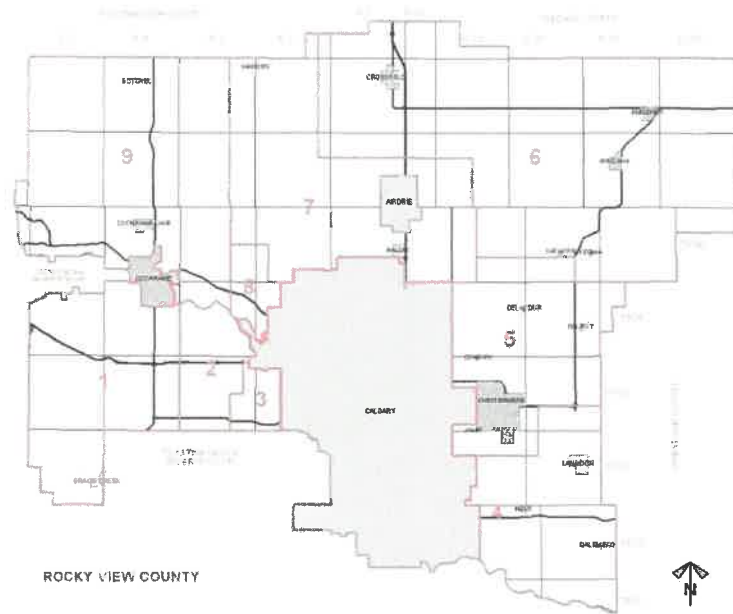
Please indicate the percentage of each section below that your program provides.

● Promotion: Programs and services that promote public education and awareness of social needs.	15	%
● Prevention: Programs and services focused at the earliest opportunity on individuals and families whose social well-being in community life is at risk.	25	%
● Early Intervention: Programs and services focused on individuals and families with identified early signs of unmet needs, who require support to enhance their social well-being.	20	%
● Specialized Services: Programs and services for individuals and families focused on emerging social needs not yet sufficiently addressed by community support.	30	%
● Remediation Services: Programs and services for individuals and families with clearly defined unmet needs, who require assessment, intervention, and treatment to enhance their social well-being.	10	%
Total	100	%

8. COORDINATION AND COMMUNICATION

A. Identify organizations within the program's catchment area (define your region of operation; include towns and border of service area and also clearly mark it on the map with thick black lines) that provide similar services.

There are no other organizations within our catchment, Western Rocky View (Springbank, Bragg Creek, Bearspaw, and Westbrook), that provide similar services.



B. What cooperative and coordinative steps has the program taken with these agencies?

We cooperate and work with Cochrane FCSS and the FRN to address their clients basic unmet needs, whether social or physical. We also cooperate with Alberta Health Services, Alberta Mental Health, Rocky View Immigrant Services, Cochrane Victim Services, and Big Hill Haven Women's Shelter. We partner with service groups including but not limited to; the Cochrane Activettes, Springbank Scouts, Bragg Creek and Redwood Meadows Wellness Committee, Springbank Park for All Seasons, and faith based groups within Cochrane and the Rocky View area.

C. Describe the similarities and differences between the proposed program and those identified as being delivered by other organizations.

Helping Hands aims to fill the gaps that other agencies and/or programs are not able to fill for their clients' social needs. We work to complement the valuable work they do by assisting their clients when the agencies do not have the connection to human resources or the mandate to do so.

We work to help the residents of western Rocky View become aware of the needs within their community and engage them to fill those needs through volunteerism.

OUTCOMES MODEL

(For further information on the outcomes model contact the County FCSS program for a copy of a toolkit.)

9.1 AGENCY/PROGRAM VISION

Desired social conditions. May be your agency's existing vision statement.

Helping Hands Society of Cochrane and Area enables faith groups, community groups and local citizens to serve and connect with their neighbours through volunteerism, making Cochrane and surrounding area a vibrant, caring, supportive community. Volunteers support and assist vulnerable, isolated citizens including those in western Rocky View by providing services and resources for unmet needs.

9.2 AGENCY/PROGRAM MISSION

Unique role in working towards the desired social condition. What are you currently doing to achieve your mission (e.g. other programs and services that are not a part of this application for funding)?

Helping Hands Society of Cochrane and Area links people who help with people who need help. Our volunteers fill unmet human needs and strengthen community. We work to support vulnerable citizens and social agencies, in Cochrane and western Rocky View, with unmet needs by providing human resources. We have a network of caring volunteers to assist where other agencies cannot.

9.3 STATEMENT OF NEED

Problem statement; description of the situation you wish to change.

As a result of the population growth in Cochrane and western Rocky View, there has been increased pressure on social and community support services. Due to this, there is a need for a community organization to:

- Implement programs and special projects to complement the work of social services and other agencies (ie. Food Drives, Volunteer Driver Program, Meal Teams, Free Food Shed, Snow Helpers, etc.)
- Give residents interested in helping their neighbours a place to connect with those in need of social engagement and practical assistance
- Reduce demands on social service agencies and social service personnel
- Identify and mobilize human resources to meet human needs not offered by other programs

As part of the Town of Cochrane's Social Recovery Task Force, Helping Hands has been engaged in the ever changing needs of the community as we navigate through Covid and its effects on the community. By conducting surveys in the community we were able to identify social needs, such as a need for connecting and communication which are supported by our volunteers.

We continued to offer our programs, as well as added 3 additional programs to our portfolio during the pandemic, as identified gaps continued to surface.

We will continue to be engaged, identify gaps and fill those gaps as they fall within our mandate.

9.4 STRATEGY/ACTIVITIES

How will the program address the specified need? What goal or long-term change or impact do you want to achieve? What are you going to do in the program to achieve your goal(s)?

Helping Hands will address specific needs, presented by social agencies and/or individual residents by:

- Recruiting, screening and engaging volunteers in our network
- Designing programs to meet the needs that are not addressed by other agencies, such as Volunteer Driver Program, Caring Neighbours Program, Summer Do Crew, Snow Helpers, Free Food Shed and Movers with Heart.
- Informing volunteers of the needs within the community.
- Offering meaningful volunteer opportunities by matching client needs with volunteer skill sets and interests
- Following up with both volunteers and clients to ensure appropriate match and value.
- Acknowledging and appreciating the volunteers, for their time and commitment to building the community.

We will continue to expand our programming and reach through awareness, collaboration and partnerships.

9.5 RATIONALE

An explanation of why you believe this strategy or approach will work; include research if possible.

When vulnerable citizens are helped through practical assistance and social engagement, they will feel connected to and supported by the community.

When volunteers are given meaningful opportunities to help their neighbours, they feel they are making a difference and feel connected to the community.

Volunteer, partner and client surveys and comments over the years have demonstrated that this strategy works and that Helping Hands is making a difference in the lives of residents of Cochrane and western Rocky View.

9.6 INPUTS

***Please see end of application for budget shell. Budget sheet(s) MUST follow the template as provided.**

A. Have you researched or sourced other methods of funding? How do you propose to sustain this program?

Helping Hands has researched and seeks funding from various grantors, foundations, and corporations. We sustain our program by continually applying for grants, soliciting donations, fundraising and advocating for the important work that we do to potential funders.

B. Has this budget been authorized by your Board of Directors? Yes ☐ No ☐ If no, please explain:

9.7 PROJECTED OUTPUTS (Count of products and services delivered to the target group. For definitions, see the end of the report)

Please report the projected direct product of your activities, usually measured by volume of work accomplished. Must include projected number of individual participants, volunteers and volunteer hours. Other outputs may include projected number of training sessions, workshops, and community development programs. Include projected number of County residents utilizing services. Rocky View County residents do not include people who reside in Airdrie, Beiseker, Chestermere, Cochrane, Crossfield, Irricana or Redwood Meadows. It does include those who live outside of these municipalities and within the hamlets located within the County's borders.

PROJECTED NUMBER OF INDIVIDUAL PARTICIPANTS SERVED:

People served should only be counted once unless they are part of a family being served (see definitions). DO NOT include group participants, contacts, or community development initiatives if counted below.

Provide general summary of outputs here:

Number of Children/Youth (0 to 18 years) 1200 Number of County Residents: 12

Number of Adults (19 to 64 years) 1550 Number of County Residents: 16

Number of Seniors (65+ years) 175 Number of County Residents: 18

Number of Families 550 Number of County Families: 40

B. PROJECTED NUMBER OF GROUPS SERVED:

(e.g. workshops, training and/or education groups)

Provide general summary of outputs here: Volunteer Training: Community Helpers program, Mental Health Check in training, Orientation, & Workshops

Number of Groups: 25 Total Number of Participants: 900 Number of County Residents: 90

C. PROJECTED NUMBER OF CONTACTS PROVIDED:

(e.g. providing assistance with forms/referral; telephone, mail outs, email, and social media)

Provide general summary of outputs here: Intake Forms, Referrals to other Agencies, Phone and Email, Twitter, Facebook, Instagram, Better Impact Software (Volunteer and Client)

Number of Clients: 950 Number of County Residents: 250

D. PROJECTED NUMBER OF COMMUNITY DEVELOPMENT INITIATIVES:

(E.g. community assessment, mobilization, and/or advocacy committees. Do not include service to individuals)

Provide general summary of outputs here: Seniors Advisory Committee, Social Recovery Task Force, Bragg Creek/Redwood Meadows Wellness Committee, Food Drive Committee, Cochrane Immigrant Services Committee, Cochrane Food Connections, Alberta Transportation Collective.

Number of Initiatives: 30 Number of Clients: 3210 Number of County Residents: 150

E. VOLUNTEERISM

a) What are the roles of volunteers in the program?

<p>Volunteers are involved in 100% of our programs. Volunteers fill all requests to assist vulnerable individuals within the community. We inform and link volunteers with those who need help.</p> <ul style="list-style-type: none"> - Our volunteer drivers drive clients from Cochrane and Rocky View, to medical and essential appointments in Calgary, Cochrane, Banff and Canmore. - Our Caring Neighbours support socially isolated individuals through connection, mentorship & assistance in the home. - Summer Do Crew and Snow Helper volunteers assist with outdoor tasks which clients cannot due to illness, injury or family situation. - Our Movers with Heart volunteers help assist low income and vulnerable clients, with small moves within the Cochrane and Rocky View area. - Our Community Check In volunteers support isolated individuals by telephone or text, to increase or maintain their mental health. - Meals on Wheels volunteers pick up prepared frozen meals in Calgary, sort meals and deliver to clients in Cochrane & area - Food Shed volunteers organize, clean and monitor the food donated to the Free Food Shed - Food Drive volunteers lead teams, collect door to door and sort food donations for the Food Bank - Our volunteers also assist in filling many other gaps not outlined above. 	
b) How does the program promote, encourage, and facilitate the use of volunteers?	
c) Total number of volunteers in agency/program:	908
d) Total number of volunteer hours in 2020:	3485
e) Estimated number of volunteer hours until the end of 2021:	4000

9.8 EXPECTED OUTCOMES

Statements, which describe the difference the agency/program intervention will make with clients in the short term, mid-term, and long term. These must logically connect to the Provincial and Rocky View County Outcomes in Section 7.2.

As a result of involvement with Helping Hands:

- As a result of volunteering with Helping Hands...
- Volunteers will experience personal well being as they will feel that they are making a difference and that what they are doing in their lives is invaluable and worthwhile. (meaning and purpose)
- Volunteers will have met or reconnected with people in their community improving their social relationships. (connected with others.)
- Volunteers will feel a sense of belonging in the community. (trust & belonging)
- Volunteers will help out more and provide benefits to others in the community (community is connected and engaged.)
- Clients will have needs met and meet people from the community making them feel connected to and supported by their community. (connected with others) (social supports)

Partner Organizations will feel they are better able to connect their clients with people who can help.

9.9 OUTCOME INDICATORS

List the specific items of information that you will track to measure your program's success on outcomes. These are generally in the form of a cluster of questions or surveys and relate directly to the Rocky View County Outcome Indicators listed in Section 7.2. Copies of the Provincial FCSS Measures Bank are available upon request.

Helping Hands utilizes surveys to collect data with regards to the difference we are making. We complete surveys through different formats, such online, paper and verbal. Surveys collect the outcomes for volunteers, clients and partners.

As a result of being involved with Helping Hands:

- Volunteers will experience a sense of purpose and value as they feel they are making a difference Survey questions and outcomes are as follows:

Volunteers

- Volunteering with Helping Hands Society has helped me feel like I can make a difference.

- The Helping Hands Society has helped me to feel that what I do in my life is valuable and worthwhile.
- As a result of my involvement with the Helping Hands Society, I have helped out more in my neighbourhood/community by volunteering.

Clients:

- As a result of the Helping Hands Society, I have met/reconnected with people in my community.
- The Helping Hands Society has helped me to feel a sense of belonging to my community.

Partners:

- As a result of the Helping Hands Society I was able to connect another person with something they needed.

10. ADDITIONAL INFORMATION

Please provide a brief agency/program history.

Helping Hands was formed in 2007 to act as a network group, initiated by Cochrane FCSS and a local organizational development facilitator to link volunteers from the faith communities with opportunities to fill unmet needs that were identified by Resource Workers. A community group of volunteers took over the initiative and in 2014 the group formalized by becoming a society. In 2015, a part time Executive Director came on board to improve the efficiency of making connections between the clients and volunteers, broadening the scope of work for Helping Hands. In 2017 Helping Hands was granted Registered Charity status by Canada Revenue Agency. In May of 2019 we moved to two full staff which include a Program Manager and Executive Director. In 2020, we added a part time Food Security Programs Manager as Food Security became a large gap identified through Covid. Helping Hands now runs 10 programs: Community Food Drives, Caring Neighbours Program, Community Check In, Snow Helpers, Summer Do Crew, Movers with Heart, Meal Teams, Volunteer Driver Program, Meals on Wheel and the Free Food Shed, all of which have been reworked to support COVID 19 protocols.

11. STORIES

Please provide 1 or 2 short anecdotal stories about some of your County rural clients who have received services from your organization, and how their situation has improved as a result of their involvement in this program. This story may be used for publication by FCSS. Please do not include any client identifying information.

A mother of two older children from the county contacted us shortly after her husband passed away. We helped her connect with CSHO for housing options, as she did not have a job and could not drive. We connected her with FRN to support other needs for her family.

Once housing was secured, we helped her family move to their new location. During the move, our volunteers noticed that the family had very little food to sustain them. We connected with the Food Bank to issue an emergency hamper and provided some of our emergency frozen meals to help them get by.

The housing option was interim, and we also help them move into a home more suitable for a family of three, as well as accessible to many amenities.

INSERT BUDGET DETAILS ON THE FOLLOWING PAGE
DO NOT INCLUDE IN-KIND SUPPORTS, ONLY ACTUAL DOLLARS
AN EXCEL SPREADSHEET IS AVAILABLE FOR INSERTION

Please ensure that section 9.6 C starts on a page(s) with no other sections on the page(s). For consistency purposes, it is **IMPERATIVE** that you use the following template as provided and **NOT** modify it, other than adding additional lines.

9.6 C. INPUTS (Resources dedicated to the program. Include staff and budget for one year.)			
2022 PROPOSED 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 2022 Costs to be paid or contributed by the Applicant and other funding partners (Agency Contribution)	Column 2 2022 Costs to be funded by County FCSS (Program Request)	Column 3 2022 Projected Year End Total Program Budget (Total Cost)
EXPENSES			
PERSONNEL (specify positions and hours per week)			
Executive Director 37.5 hr/wk	47,625	7500	55,125
Programs Manager 37.5 hr/wk	36,600	7500	44,100
Food Security Manager 30 hr/wk	32,255	3000	35255
Benefits	5830		5830
a. SUBTOTAL PERSONNEL	122,310	18000	140,310
TRAVEL & TRAINING (specify)			
Mileage	1500		1500
Staff Development	1000		1000
b. SUBTOTAL TRAVEL & TRAINING	2500		2500
MATERIALS AND SUPPLIES (specify)			
Supplies	1000		1000
Postage	500		500
Rent	3500		3500
Advertising	1000		1000
Telecommunications	1900		
c. SUBTOTAL MATERIALS AND SUPPLIES	7900		7900
OTHER (specify)			
Program Costs	21,900		
Volunteer Recognition & Screening	1500		
Bookkeeping	6000		
d. SUBTOTAL OTHER	29400		
e. TOTAL EXPENDITURES (e=a+b+c+d)	162,110	18,000	180,110
REVENUE (specify other sources of funding including fundraising, fees for service, other grants, etc.)			
FCSS/UW (Town of Cochrane and United Way)	13,000.00		
Other Non Profits	16,500.00		
Foundations	36,600.00		
Donations	26,000.00		
Fundraising	40,100.00		
Community Initiative Program (Alberta Government)	30,000.00		

g. FCSS REQUEST
(DEFICIT = Total of Column 3
Expenditures – Total Revenue)

18,000



Microsoft Excel
Worksheet

COMPLETE THIS SECTION ONLY IF YOU RECEIVED 2021 COUNTY FCSS FUNDING AND ARE APPLYING FOR AN INCREASE.

12. 2022 FUNDING INCREASE REQUEST EXPLANATION	
A. 2021 County FCSS Grant	13,500
B. 2022 County FCSS Request	18,000
C. Does this request result from a decrease in other funding support? Specify.	
No, the requested increase is due to a significant increase in needs of the community and expanded programming due to identified gaps.	
D. Identify requested funding increase. List each category and the amount of increase (e.g. Personnel, Materials and Supplies).	
Personel: Food Security Manager. Food Security has been an identified gap in our community and we have increased our food security initiatives with 3 different programs. These programs require a staff member to manage as the Programs Manager and Executive Director positions are at capacity due to the increased need in the community.	
E. Provide a rationale together with supporting data, using demographics as necessary.	
<p>In 2019 we had 460 ride requests for medical appointments, in the first 7 months of 2021 we have received 405. We have also seen an increase in all our other programs year over year. We continued to run our programs with all proper pandemic protocols. We also added 3 additional programs during 2020/2021 to support food security and isolated individuals/families.</p> <p>We have been recognized by the Cochrane & Area Events Society for our constant adaptability during the pandemic and all the good we provided to the community in a time of need. They have granted us the honour of Labour Day Parade Marshals.</p>	
F. How will this increase impact clients and services? How will the change be measured? If the increase is not granted, what effect will it have?	
<p>The increase will support the food security of the community's vulnerable population as well as mental health. It will also allow for our Programs Manager to focus solely on one to one volunteer/client connections.</p> <p>If the increase is not granted, we will not be able to support the increasing need for food security or any other needs in the community, as our team is at full capacity.</p>	
G. Outline the efforts already taken to accommodate the proposed program adjustment.	
Helping Hands continues to research and apply for grants and funding to support the growing need within our community	
H. How many years have you received County FCSS funding?	
7	



HELPING HANDS SOCIETY OF COCHRANE & AREA
2021-2022 BOARD

BOARD OF DIRECTORS

CHAIR – Ray Goodship

VICE CHAIR – Ann Beatty

SECRETARY – Timothy Clark

TREASURER – Laurie Hauck

DIRECTOR – Sheila Beaudry

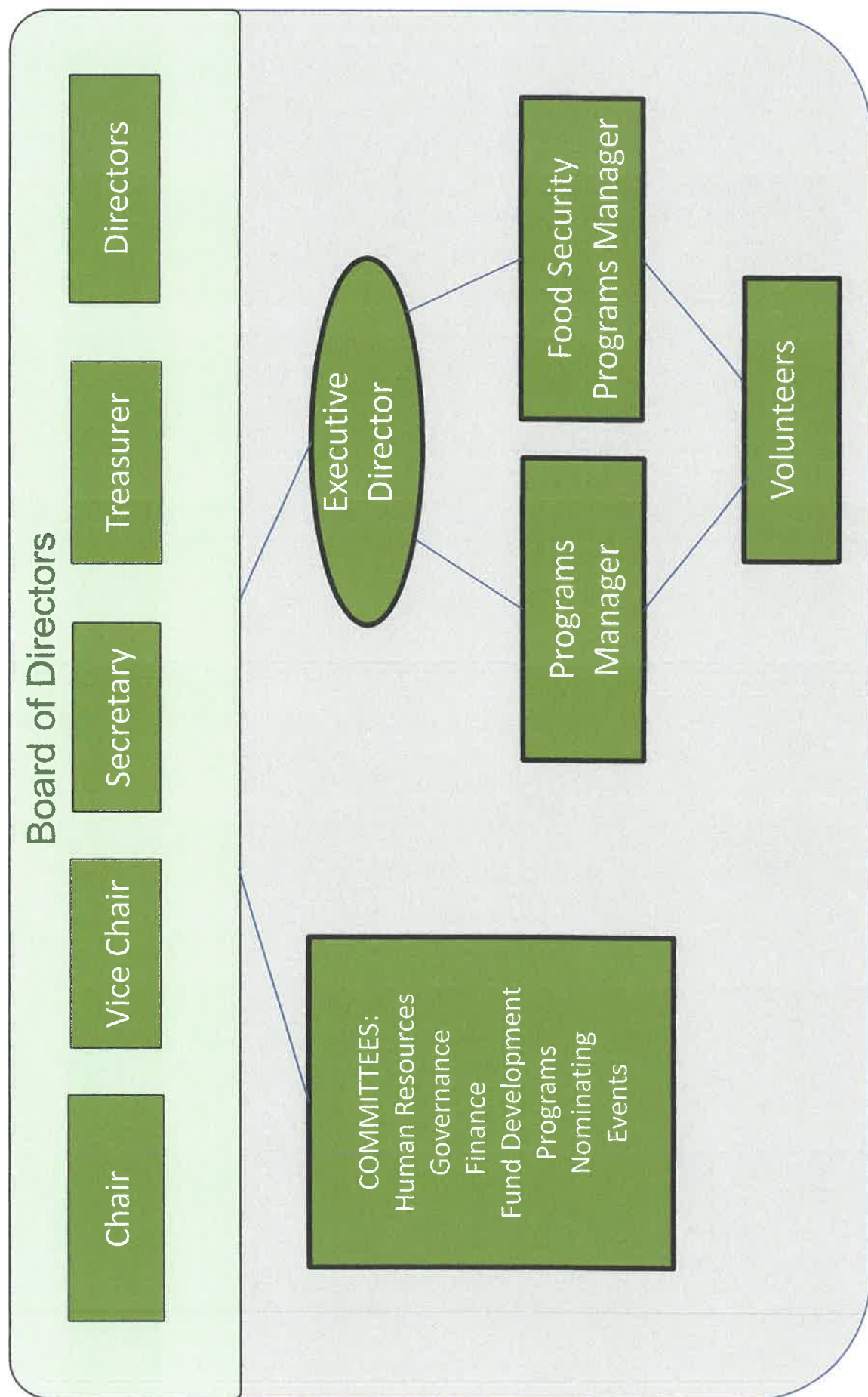
DIRECTOR - Nadine Maillot

DIRECTOR - Adam Braun

DIRECTOR- Lynda Cooke

DIRECTOR - Graham Torrie

Helping Hands Society Organizational Chart



REVIEW
HELPING HANDS SOCIETY COCHRANE AND AREA
FOR THE YEAR 2020

RESPONSIBILITIES

As requested, I have audited the accompanying Financial Statements of **Helping Hands Society Cochrane and Area.**

Management's Responsibilities

The management is responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the unit and day to day inflows and outflows of resources impacting its operation. The management is also responsible for the safeguarding of the assets of the Unit and ensuring their proper application under relevant policies and hence taking reasonable steps for the prevention and detection of fraud or other irregularities.

The Reviewer's Responsibilities

My responsibilities are:

- To examine and randomly test input through the computer for compliance with source documents.
- To evaluate internal controls and their effectiveness.
- To make recommendations to improve system weaknesses
- To report to you if, in my opinion, the Unit has not kept proper accounting records
- To affirm I have received all the information and explanations I require for my audit.
- To give my opinion as to whether the accounts and statements are properly presented and prepared
- To provide an opinion on the independent review of the accounting records.

Opinion

In my opinion:

- The accounts and statements as drawn from Quickbooks, present fairly in all material respects the financial position of Helping Hands Society Cochrane and Area for the year 2020 and the results of its operations for the same year. The following comments describe the constraints involved in this review.

Lyle B Wilton, BSA
28 Eagleview Heights
Cochrane, AB, T4C 1P5
Canada
lbwcricket@gmail.com
519-859-4241
14 May 2021

Helping Hands Society Cochrane and Area

Statement of Operations Comparison C\$

January - December 2020

	Jan - Dec 2020	Jan - Dec 2019
INCOME		
Direct Public Grants	24,670	8,350
Direct Public Support	68,752	50,115
Fundraising	5,160	2,000
Government Grants	90,218	57,112
Investments	125	142
Other Types of Income	2,113	
Total Income	191,038	117,720
EXPENSES		
Personnel	100,213	93,853
Contract Services	13,880	3,469
Administrative and General expenses	7,571	10,741
Programs	3,408	22,095
Equipment Depreciation	3,102	1,145
Total Expenses	128,173	131,304
OTHER EXPENSES		
Deferred expenses	45,000	
Total Other Expenses	45,000	0

SURPLUS (DEFICIT)	<u>17865</u>	<u>-13584</u>
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Helping Hands Society Cochrane and Area
Balance Sheet Comparison C\$
As of December 31, 2020

	<u>As of Dec 31, 2020</u>	<u>As of Dec 31, 2019</u>
Assets		
Current Assets		
Cash and Cash Equivalents	200,560	100,573
Fixed Assets		
Furniture and Equipment	8,411	4,786
Accum Depr - Furniture and Equipment	-6,671	-3,570
Fixed Assets	<u>1,740</u>	<u>1,217</u>
Total Assets	<u>202,300</u>	<u>101,788</u>
Liabilities and Equity		
Current Liabilities		
Accounts Payable (A/P)	2,051	
Payroll Liabilities	3,518	6,607
GST/HST Payable	-489	-246
Unearned or Deferred Revenue	60,000	20,977
Total Liabilities	<u>65,081</u>	<u>27,434</u>
Net Assets		
Emergency Designated	25,000	
Contracted Services Designated	20,000	

Retained Previous Year	74,354	87,938
Surplus (-Deficit) for the current year	17,865	-13,584
Total Net Assets	137,219	74,354
Total Liabilities and Equity	202,300	101,788

COMMENTS ON THE STATEMENTS

Balance Sheet

The bank accounts were reconciled to bank statements and entries were verified. All cash is liquid and carries little risk. As for all non-profit entities, the value of cash receipts may be incomplete.

Any accounts payable at year's end were resolved early in the new year.

The fixed asset values are at cost minus depreciation to date. Fixed assets are depreciated straight line at 20% on furniture and fixtures, and 50% on computers and electronic equipment.

Net Assets include general funds available for use by the organization free from any restriction from donors. The designated funds are funds set aside by decisions of management for a specific purpose. These designations can be reversed by management decisions.

Statement of Operations

Gifts from donors are recorded in different accounts according to type of donor. Donor restrictions are honoured as to purpose and time sequence. Some donations are deferred and recorded as inflows in later time periods to match donor schedules. Some grants are recorded when agreement is reached when sufficient reporting is finalized.

Contributed time and resources by volunteers are excluded from the accounts. Donated materials are recorded at fair market value when they can be reasonably determined.

Expenses are entered when incurred. Some expenses are ongoing and carry some risk for future periods, but considered not significant.

Great effort is made to match expenses with related income where

important for timing and restriction purposes.

Rocky View County
Family & Community Support Services (FCSS)

2022 FCSS SPECIAL PROJECTS FUNDING APPLICATION
(FUNDING PERIOD: JANUARY 1 – DECEMBER 31, 2022)

Please type or print legibly. Applicants must be a non-profit organization/agency that serves Rocky View County residents. *Please note that faxed or e-mailed copies of the application will not be accepted. It is strongly recommended that you courier or hand deliver your proposal (printed single sided pages only) and request confirmation of receipt. APPLICATION DEADLINE IS 4:00 P.M. AUGUST 30, 2021 - APPLICATIONS NOT RECEIVED BY THIS DEADLINE WILL NOT BE ACCEPTED.*

1. ORGANIZATION INFORMATION	
Organization Name	K.I.K. Seniors Citizens Club
Project Name	Art Therapy
FCSS Funding Request (Maximum \$7,500) (from Section 9.6 C Proposed Budget)	\$3,500
E-Mail Address and Website	
Mailing Address (include postal code)	P.O. Box 454, Irricana AB T0M 1B0
Street Address (for courier purposes)	519 – 1 st Avenue, Irricana AB T0M 1B0
Agency Telephone Number	
Agency Fax Number	
Executive Director Name	
Program Contact Name	Rita Smith
Phone Number (If different from above)	

☒ Please email confirmation of receipt of this application to: duncanritasmith@gmail.com

2. PREVENTION	
In what way(s) is your program preventive in nature? Check the appropriate items from the following list. You will be required to report on each of the Outcomes that you have selected.	
Provincial Outcome	Rocky View County Outcomes
Improved social well-being of individuals	Outcome 1: Individuals experience personal well-being. Indicators: Resilience; self-esteem; optimism; capacity to meet needs; autonomy; competence; personal engagement; meaning and purpose. <input checked="" type="checkbox"/>
	Outcome 2: Individuals are connected with others. Indicators: Quality of social relationships; social supports available; trust and belonging. <input checked="" type="checkbox"/>
	Outcome 3: Children and youth develop positively. Indicators: Developmental assets. <input type="checkbox"/>
Provincial Outcome	Rocky View County Outcomes
Improved social well-being of families	Outcome 4: Healthy functioning families. Indicators: Positive family relationships; positive parenting; positive family communications. <input type="checkbox"/>
	Outcome 5: Families have social supports. Indicators: Extent and quality of social networks; family accesses resources as needed. <input type="checkbox"/>

Provincial Outcome	Rocky View County Outcomes	
	Outcome 6: The community is connected and engaged. Indicators: Social engagement; social support; awareness of the community; positive attitudes toward others and the community.	<input type="checkbox"/>
Improved social well-being of the community.	Outcome 7: Community social issues are identified and addressed. Indicators: Awareness of community social issues; understanding of community social issues; agencies and/or community members work in partnership to address social issues in the community.	<input type="checkbox"/>

3. PROJECT DESCRIPTION

Attach a separate page providing a brief overview of your organization and the project.

- a) Describe briefly how this is a special project and how it will specifically support Rocky View County Residents. Rocky View County residents do not include people who reside in Airdrie, Beiseker, Chestermere, Cochrane, Crossfield, Irricana or Redwood Meadows. It does include those who live outside of these municipalities and within the hamlets located within the County's borders.
- b) Define your region of operation;
- c) Include the statement of need;
- d) The activities that will be used to address the need;
- e) The expected outcomes; and
- f) Agency/project mission. What is your mission and what are you currently doing to achieve your mission (e.g. other programs and services that are not a part of this application for funding)?

4. PROJECT FIGURES

- a) Estimated Number of Total Program Participants: 40
- b) Estimated Number of County Resident Program Participants: 30
- c) Estimated Number of Volunteer Hours Related to Program: 380

5. SUPPORTING DOCUMENTS

The following documents **must** be attached:

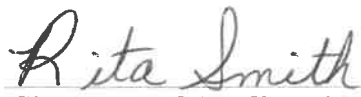
- a) Organization's Annual Financial Statement;
- b) Organization's Proposed Operating Budget – include contributions from other sources and detailed expenditures, do not include in-kind supports, only actual dollars. A budget shell is attached on the next page if you wish to use it;
- c) List of Organization's Officers and Directors. Do not include personal contact information (home addresses, emails, or phone numbers);
- d) A copy of Alberta Societies Act Registration if new applicant.

Other documents may also be attached to the application form that provides further clarification.

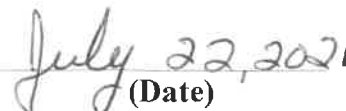
6. CERTIFICATION OF COMPLIANCE:

This is to certify that to the best of my knowledge and belief, the information included in this application 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>)

A project outcomes evaluation is required by February 28, 2023 if your application is successful.


(Signature of Applicant)

Rita Smith, Art Coordinator
(Print Name & Title)


(Date)

Please indicate how you heard of the Rocky View County FCSS Program:

☐ newspaper ad ☐ social media ☐ website visit/search
☐ word of mouth ☒ other (specify) Previous KIK Art Coordinator

Submit Completed Documents to:

Dimitri Dimopoulos, FCSS Coordinator
 Rocky View County
 262075 Rocky View Point
 Rocky View County, AB T4A 0X2

For further assistance, please call 403.520.1289
or email fcss@rockyview.ca

The FCSS Program Is Not:

- Recreational.
- A Public Health Transportation Grant.
- Direct assistance, including money, food, clothing or shelter to sustain an individual or family.
- Rehabilitative.
- A duplication of services from other Government Agencies.

****ALL INFORMATION PROVIDED IS PUBLIC****

The personal information on this form is being collected for the purpose of determining eligibility of an applicant to receive FCSS funding; to assist in administering the FCSS funding; and to monitor, assess, and evaluate your program. This information is collected under the authority of Section 33 (c) of the Freedom of Information and Protection of Privacy Act and may become public information once it is submitted to the FCSS program. Questions regarding the collection of this information can be directed to the Manager, Recreation, Parks and Community Support at 403.520.6307.

9.6 C. INPUTS (Resources dedicated to the program. Include staff and budget for one year.)			
2022 PROPOSED 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 2022 Costs to be paid or contributed by the Applicant and other funding partners (Agency Contribution)	Column 2 2022 Costs to be funded by County FCSS (Program Request)	Column 3 2022 Projected Year End Total Program Budget (Total Cost)
EXPENSES			
PERSONNEL (specify positions and hours per week)			
Instructor Honorarium		\$225.00	\$225.00
a. SUBTOTAL PERSONNEL		\$225.00	\$225.00
TRAVEL & TRAINING (specify)			
b. SUBTOTAL TRAVEL & TRAINING			
MATERIALS AND SUPPLIES (specify)			
Art Material and Supplies		\$2,725.00	\$2,725.00
Attendance to an Art Show or Gallery or Event		\$350.00	\$350.00
Construction Materials and Supplies		\$200.00	\$200.00
c. SUBTOTAL MATERIALS AND SUPPLIES		\$3,275.00	\$3,275.00
OTHER (specify)			
d. SUBTOTAL OTHER			
e. TOTAL EXPENDITURES (e=a+b+c+d)		\$3,500.00	\$3,500.00
REVENUE (specify other sources of funding including fundraising, fees for service, other grants, etc.)			
f. TOTAL REVENUE			
g. FCSS REQUEST (DEFICIT = Total of Column 3 Expenditures -- Total Revenue)		\$3,500.00	



Microsoft Excel
Worksheet

2022 Art Therapy Grant Application
K.I.K. Senior Citizens Club

PROJECT DESCRIPTION

- A) This is a project for Seniors in Rocky View Zone 6 and others. It is a great success and participation is growing annually since 2000. Residents of Rocky View County are planning to participate again. Many of them are living isolated on farms and acreages. This project is most important to their wellbeing.
- B) Our Seniors live within Zone 6. Art Therapy will take place at our K.I.K. Senior Hall in Irricana and nearby art gallery/studio locations.
- C) Art Therapy classes enhance Senior's lives. Art Therapy participants develop interpersonal and group interaction skills, gain confidence and competence with new abilities, build friendships and reduce isolation. The program provides a place to learn, connect with others and feel part of the community.
- D) Art Therapy classes, 3 hours per session, will be held once or twice a month January through December. All participants will receive complete instructions and techniques in a classroom setting, along with most of the materials required to complete their projects. We invite local artists to share art knowledge and techniques and plan to visit an art gallery/show to experience local art and art techniques.
- E) The expected outcomes will be that individual participants will:
 - Experience personal wellbeing,
 - Connect with others,
 - Feel connected to and engaged in their community.
- F) "The K.I.K.'s objectives are to provide recreation, fellowship and activities of interest to our members and to support our communities."
 - Programs, activities and club operations are 100% run by volunteers.
 - Travel Program: Provide regular bus trips to local performances.
 - Building Operations Program: Maintain, clean and operate the KIK building and property.
 - Monthly/weekly activities include: Potluck dinners, movie nights, games night and afternoon card games.
 - Annual events include: 80+ Birthday Party, July BBQ, September Corn Roast and Christmas party/dinner.
 - The club also provide space, at no cost, for the Irricana Food Bank.

K.I.K. Senior Citizens Club
Box 454
Irricana, Ab. T0M 1B0

2020 FINANCIAL STATEMENT
GENERAL ACCOUNT
January 1, 2020 - December 31, 2020

Opening Balance - January 1, 2020 \$ 10,504.71

INCOME:

Grants	\$	8,900.00
Donations	\$	1,186.00
2020/21 Dues	\$	1,215.00
Hall Rental	\$	100.00
Trip/Tour Fee Income	\$	7,517.50
Movie Night Fees	\$	-
Transfer from Summit Savings Account	\$	-
Interest	\$	1,041.72
TOTAL	\$	19,960.22

EXPENSES

Donations Given	\$	135.25
Tours/Entertainment	\$	6,090.50
Art Therapy	\$	3,507.99
Office/Bldg.	\$	-
Building Maintenance/Reno	\$	610.15
Food/Kitchen/Decorations Supplies	\$	897.79
Garden Restoration Project	\$	2,008.67
Entertainment	\$	482.50
Movie Night Rentals/Pizza/Popcorn	\$	659.20
FCSS Seated Yoga Course	\$	750.00
FCSS Covid Relief/Outdoor Events	\$	1,659.44
Property Taxes	\$	-
Bank Fees (cheques)	\$	45.00
Office/Cleaning/Misc.	\$	30.45
Transfer to Summit Savings		
Proceeds of 50/50 to Casino Acct.	\$	902.96
Outstanding Cheque a/o Dec. 31/2020		
TOTAL	\$	17,779.90

Total Income	\$	19,960.22
Total Expense	\$	17,779.90

Closing Balance December 31, 2020	\$	12,685.03
Closing Summit Savings Balance	\$	17,608.59 (Includes \$ Interest for 2020)
Closing GIC Balance	\$	37,500.00

Prepared by Jim den Beste, Treasurer

Date January 1, 2021

Audited by Larry Adams

Audited by Judy Adams

Date March 3/21

K.I.K. Senior Citizens Club
Box 454
Irricana, Ab. T0M 1B0

2019 FINANCIAL STATEMENT
Casino Account
January 1, 2020- December 31, 2020

Opening Balance - January 1, 2020	\$	21,121.52
------------------------------------------	----	-----------

INCOME

Interest	\$	8.30
Proceeds of 2019 50/50 Draws	\$	902.96
Casino Revenues	\$	-

TOTAL	\$	911.26
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EXPENSES

Utilities	\$	3,526.60
Trips/Tours	\$	3,666.60
Catering/Entertainment		
Facility/Furniture	\$	-
Facility Maintenance/Insurance	\$	4,336.67
Bank Charges	\$	-
Outstanding Cheques a/o Dec. 31/20		<u>-531.87</u>

TOTAL	\$	10,998.00
--------------	----	-----------


Total Income	\$	911.26
Total Expense	\$	10,998.00

CLOSING BALANCE ON December 31, 2020	\$	11,034.78
---------------------------------------------	----	-----------

Report prepared by Jim den Beste, Treasurer
Date January 1, 2021



Audited by Larry Adams
Audited by Judy Adams




Date March 3/21

K.I.K. Senior Citizens Club
Box 454
Irricana, Ab. T0M 1B0

BALANCE SHEET
As at December 31, 2020

ASSETS:

Property (Re: Tax Assessment)

Building and Lot #1	\$ 141,190.00
Lot #2	\$ 42,050.00
Total Property	\$ 183,240.00

Hall Furnishings (Tables, Chairs, Kitchen Equipment, Games Tables, Sound Equip.	\$ 21,261.94	Depreciation of 10% annually
---------------------------------------------------------------------------------	--------------	------------------------------

Cash on Hand (Petty Cash)	\$ 284.00
Casino Account	\$ 11,034.78
Casino GIC Account	\$ -
General Account	\$ 12,685.03
General Summit Savings Account	\$ 17,608.59
General Account Term Certificates	\$ 37,500.00
Total Cash Assets	\$ 79,112.40

TOTAL ASSETS: \$ 283,614.34

LIABILITIES:

Outstanding Cheques (2)	\$ 531.87
-------------------------	-----------

Report prepared by Jim den Beste, Treasurer
Date January 2, 2021



Audited by Larry Adams

Audited by Judy Adams




Date

March 3/21

OFFICERS AND DIRECTORS
K.I.K. SENIOR'S CLUB

President: Susan Crowdis

Vice president: Audrey Hutchinson

Secretary: Simone Carmel

Treasurer: Jim den Beste

Past president: Helen Hayden

Directors: Dennis Carmel
John Van De Laak
Sandy Ganes
Barrie Hutchinson
Duncan Smith
Sally Reid

Dimitri Dimopoulos, FCSS Coordinator
Rocky View County
262075 Rocky View Point
Rocky View County, AB T4A 0X2

July 26, 2021

Subject: 2022 FCSS Funding Application

Dear Dimitri,

Enclosed are the completed application forms for the 2021 FCSS funding of our Art Therapy Program. If you need further information or have any questions call me at [REDACTED] or email me at [REDACTED]

Thank you.

Sincerely,

A handwritten signature in cursive script that reads "Rita Smith".

Rita Smith, Art Coordinator
KIK Senior Citizens Club
Box 454
Irricana AB T0M 1B0

Rocky View County Family & Community Support Services (FCSS)

RECEIVED
Aug 24/21

(FUNDING PERIOD: JANUARY 1 – DECEMBER 31, 2022)

Please type or print legibly. Applicants must be a non-profit organization/agency that serves Rocky View County residents. **Please note that faxed or e-mailed copies of the application will *not* be accepted. It is strongly recommended that you courier or hand deliver your proposal (printed single sided pages only) and request confirmation of receipt. APPLICATION DEADLINE IS 4:00 P.M. AUGUST 30, 2021 - APPLICATIONS NOT RECEIVED BY THIS DEADLINE WILL NOT BE ACCEPTED.**

1. ORGANIZATION INFORMATION	
Organization Name	Langdon Older Kids Seniors Club
Project Name	Supplement to Annual Operating Costs
FCSS Funding Request (Maximum \$7,500) (from Section 9.6 C Proposed Budget)	\$3600.00
E-Mail Address and Website	langdonokclub@gmail.com langdonokclub.com
Mailing Address (include postal code)	273 Boulder Creek Dr Langdon AB T0J 1X3
Street Address (for courier purposes)	273 Boulder Creek Drive Langdon
Agency Telephone Number	403-954-2005
Agency Fax Number	
Executive Director Name	Larry Haines
Program Contact Name	Hugh Wilkie
Phone Number (If different from above)	

☒ Please email confirmation of receipt of this application to: Click here to enter text [REDACTED]

2. PREVENTION		
In what way(s) is your program preventive in nature? Check the appropriate items from the following list. You will be required to report on each of the Outcomes that you have selected.		
Provincial Outcome	Rocky View County Outcomes	
Improved social well-being of individuals	Outcome 1: Individuals experience personal well-being. Indicators: Resilience; self-esteem; optimism; capacity to meet needs; autonomy; competence; personal engagement; meaning and purpose.	<input checked="" type="checkbox"/> X
	Outcome 2: Individuals are connected with others. Indicators: Quality of social relationships; social supports available; trust and belonging.	<input checked="" type="checkbox"/> X
	Outcome 3: Children and youth develop positively. Indicators: Developmental assets.	<input type="checkbox"/>

Provincial Outcome	Rocky View County Outcomes	
Improved social well-being of families	Outcome 4: Healthy functioning families. Indicators: Positive family relationships; positive parenting; positive family communications.	<input type="checkbox"/>
	Outcome 5: Families have social supports. Indicators: Extent and quality of social networks; family accesses resources as needed.	<input type="checkbox"/>

Provincial Outcome	Rocky View County Outcomes	
	Outcome 6: The community is connected and engaged. Indicators: Social engagement; social support; awareness of the community; positive attitudes toward others and the community.	<input type="checkbox"/> X
	Outcome 7: Community social issues are identified and addressed. Indicators: Awareness of community social issues; understanding of community social issues; agencies and/or community members work in partnership to address social issues in the community.	<input type="checkbox"/> X

3. PROJECT DESCRIPTION

Attach a separate page providing a brief overview of your organization and the project.

- a) Describe briefly how this is a special project and how it will specifically support Rocky View County Residents. Rocky View County residents do not include people who reside in Airdrie, Beiseker, Chestermere, Cochrane, Crossfield, Irricana or Redwood Meadows. It does include those who live outside of these municipalities and within the hamlets located within the County's borders.
- b) Define your region of operation;
- c) Include the statement of need;
- d) The activities that will be used to address the need;
- e) The expected outcomes; and
- f) Agency/project mission. What is your mission and what are you currently doing to achieve your mission (e.g. other programs and services that are not a part of this application for funding)?

4. PROJECT FIGURES

- a) Estimated Number of Total Program Participants: 60
- b) Estimated Number of County Resident Program Participants: 56
- c) Estimated Number of Volunteer Hours Related to Program: 3000

5. SUPPORTING DOCUMENTS

The following documents must be attached:



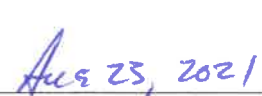
- a) Organization's Annual Financial Statement;
- b) Organization's Proposed Operating Budget – include contributions from other sources and detailed expenditures, do not include in-kind supports, only actual dollars. A budget shell is attached on the next page if you wish to use it;
- c) List of Organization's Officers and Directors. Do not include personal contact information (home addresses, emails, or phone numbers);
- d) A copy of Alberta Societies Act Registration if new applicant.

Other documents may also be attached to the application form that provides further clarification.

6. CERTIFICATION OF COMPLIANCE:

This is to certify that to the best of my knowledge and belief, the information included in this application 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>)

A project outcomes evaluation is required by February 28, 2023 if your application is successful.

(Signature of Applicant)
 (Print Name & Title)
 (Date)

Please indicate how you heard of the Rocky View County FCSS Program:

_____ newspaper ad _____ social media _____ website visit/search
_____ ☒ word of mouth _____ other (specify) _____

Submit Completed Documents to:

Dimitri Dimopoulos, FCSS Coordinator
Rocky View County
262075 Rocky View Point
Rocky View County, AB T4A 0X2

**For further assistance, please call 403.520.1289
or email fcss@rockyview.ca**

****ALL INFORMATION PROVIDED IS PUBLIC****

The personal information on this form is being collected for the purpose of determining eligibility of an applicant to receive FCSS funding; to assist in administering the FCSS funding; and to monitor, assess, and evaluate your program. This information is collected under the authority of Section 33 (c) of the Freedom of Information and Protection of Privacy Act and may become public information once it is submitted to the FCSS program. Questions regarding the collection of this information can be directed to the Manager, Recreation, Parks and Community Support at 403.520.6307.

9.6 C. INPUTS (Resources dedicated to the program. Include staff and budget for one year.)

2022 PROPOSED 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 2022 Costs to be paid or contributed by the Applicant and other funding partners (Agency Contribution)	Column 2 2022 Costs to be funded by County FCSS (Program Request)	Column 3 2022 Projected Year End Total Program Budget (Total Cost)
EXPENSES			
PERSONNEL (specify positions and hours per week)			
a. SUBTOTAL PERSONNEL			
TRAVEL & TRAINING (specify)			
b. SUBTOTAL TRAVEL & TRAINING			
MATERIALS AND SUPPLIES (specify)			
Socialization supplies and materials	400.00	400.00	800.00
c. SUBTOTAL MATERIALS AND SUPPLIES	400.00	400.00	800.00
OTHER (specify)			
Rent	1450.00	2600.00	4050.00
Liability Insurance		600.00	600.00
Fitness Instructor	3500.00	0.00	3500.00
Advertising/Promotion	200.00	0.00	200.00
d. SUBTOTAL OTHER	5150.00	3200.00	8350.00
e. TOTAL EXPENDITURES (e=a+b+c+d)	5550.00	3600.00	9150.00
REVENUE (specify other sources of funding including fundraising, fees for service, other grants, etc.)			
Membership Fees	600.00		
Fitness Registrations	1440.00		
Other grants and cash	3510.00		
f. TOTAL REVENUE	5550.00		
g. FCSS REQUEST (DEFICIT = Total of Column 3 Expenditures - Total Revenue)		3600.00	

Section 3: Langdon OK Seniors Club - Project Description

Overview: The Langdon Older Kids Seniors Club (OK Club) was incorporated Dec 8, 2015. It is a non-profit social club. It provides seniors in the Langdon and surrounding areas with social activities such as, monthly pot luck dinners, weekly exercise classes, brown bag information workshops, hobbies / crafts activities, games, and occasional field trips to local points of interests and events. Membership is open to all Langdon and area seniors who are 55 years and older. Those under 55 can join with board approval. Our current 2021 membership is 43.

Region of Operation: Langdon and surrounding area.

OK Club Mission / Objectives: The OK Club's mission is to provide an enlightening, engaging and informative social venue for the Seniors of Langdon. Actively promote and encourage new membership by advertising at community gatherings such as Langdon Days, by word of mouth, and our website, www.okclub.com.

Another one of our objectives is to collaborate with the other organizations in Langdon, working towards building of a shared permanent facility providing the seniors a dedicated space.

Statement of need: According to [Statistics Canada](https://www150.statcan.gc.ca/n1/pub/92-62-x/2019001/article/00001-eng.htm) there are 615 Langdon residents that are 55 years of age or over. Currently the only organization that supports this age group with social activities within Langdon is the OK Club. The need for the OK Club will grow as the number of seniors is projected to increase to almost 1000 within the next 5 years as the baby boomer population ages and as the population of Langdon grows. The OK club is targeting to grow this membership again through the rest of 2021 and 2022. Due to the Covid shutdown our membership renewals have suffered in 2021. We are optimistic, with the restart of our programs in Sept 2021, we will see those members who have not renewed yet to do so. FCSS funding is required to keep membership and activity costs affordable and to make the club attractive to other potential members.

Running a Seniors Program in Langdon is challenging without a dedicated facility. The FCSS funds are required primarily to rent space to hold our few programs. All of our functions are held in the Langdon Fieldhouse, which we rent from the Langdon Community Association. We also rent storage space from the LCA, in the Fieldhouse. This is a huge benefit, as previously members had to transport supplies and materials they stored at their homes. The exercise program continues to be very popular. We had to discontinue the exercise program in late 2020 because of Covid; but we did run it via Zoom and had about ½ of the participation we normally have. The socialization time afterward exercise was missed; but those that participated in exercise continued with a short visiting time on Zoom after exercise was completed. When we did hold exercise in person (fall 2020) we had to turn people away due to physical distancing. At the time of writing we have had an increase in people voicing interest in the exercise program. The Fieldhouse can comfortably accommodate 20 participants, with 25 being the maximum. In the past we have taken more registrants than we could accommodate, relying on absences to stay under capacity. We hope we do not have to turn people away.

We continue to look for ways to fund raise to reduce our dependency on Government Grants.

- All of our fund raising ventures were put on hold for 2021 due to Covid.

With limited funds and space the OK Club is currently providing a popular and beneficial service to Langdon; but government partnership and funding is essential to continue its operation and expansion.

An FCSS grant will assist with funding of:

- Club operating expenses and Administration Costs.
- Rental of Langdon Field house for 1.5 hours of socialization 2 mornings per week keeping the cost of membership affordable.
- Rental of Langdon Field house for 4 hours once per month for pot luck dinners and activities.
- Rental of a storage compound in the Fieldhouse
- Miscellaneous equipment and supplies as required.

Please see the budget page for further details.

Activities:

- Pot luck dinners and games night held monthly (September to June) will resume starting September 2021.
- Instructor led Educational Workshops such as financial topics for seniors, estate planning, health and well being, and other topics of interest.
- Instructor lead exercise classes held two times per week (September to June).
- Partnering with Meals on Wheels to provide program support in Langdon.

Expected Outcomes through participating in club activities:

- Membership and activities are affordable for all Langdon and area seniors.
- Members are engaged within the community and have a feeling of social well being.
- Seniors are acquiring information and new life skills which are required to live healthy, safely and securely in a modern Rocky View community.
- Members have gained quality genuine friendships with other members of the club.
- Members are encouraging other seniors in the community to join and actively participate in the club.
- Physical and mental health is increased among its members and that has resulted in reduced dependence on the public health care system.

The Langdon OK Club hopes FCSS will continue to support our programs for Langdon Seniors.

Thank You for your past support and consideration.

Hugh Wilkie, Secretary/Treasurer, Langdon Older Kids Senior Club

LANGDON OLDER KIDS SENIORS CLUB
BOARD OF DIRECTORS

Haines, Larry Vice President (Acting President)
Wilkie, Hugh Secretary/Treasurer
Wilkie, MaryLee Board Member
Marlene Blackman Board Member
Klotz, Marilyn Board Member
Lidstone, Ron Board Member

2022 OK CLUB BUDGET

COST CODE	ACTIVITY	2021 forecast	FREQUENCY	how many	UNIT COST	2022 ESTIMATE	2022 FORECAST	REQUEST FOR FCSS GRANT
100-10	MEMBERSHIP FEES	\$516.00	1 X per year	50	\$12.00	\$600.00		
120-10	DONATIONS	\$0.00						
130-10	FITNESS REGISTRATIONS	\$780.00	3 X per year @ 24 each	72	\$20.00	\$1,440.00		
140-20	ADMISSION FEES COLLECTED	\$0.00						
140-10	FCSS GRANTS	\$5,000.00						
150-10	RVC GRANTS	\$0.00						
160-10	MISCELLANEOUS INCOME	\$0.00				\$0.00		
170-10	LANGDON RECREATION PLUS GRANT					\$0.00		
180-10	SPONSORSHIP DONATIONS RE LANGDON WALK/RUN							
180-15	LANGDON WALK/RUN ENTRY FEES							
180-20	LANGDON WALK/RUN CONSUMABLE SALES							
190-10	GARAGE SALE INCOME							
190-50	GAMING PROCEED FOR CASINO ADVISOR							
	TOTAL INCOME	\$6,296.00				\$2,040.00	\$0.00	
COST CODE	ACTIVITY	2021 forecast	FREQUENCY	how many	UNIT COST	2022 ESTIMATE	TOTAL COST	
200-10	socialization hall rental pot luck suppers	\$240.00	once per mo	10 X 4 hrs X 15	\$60.00	\$600.00		\$500.00
200-10	socialization hall rental Fieldhouse	\$1,350.00	2 X per week	76 X 1.5 hr X 15	\$15.00	\$1,710.00		\$1,500.00
200-10	Hall cleaning fees re Covid	\$0.00	40 weeks	40	\$30.00			
200-15	socialization supplies and materials	\$400.00	10 months	10	\$80.00	\$800.00		\$400.00
200-80	insurance and registrations	\$600.00	1 time	1	\$600.00	\$600.00		\$600.00
200-10	Storage space rental Fieldhouse	\$600.00	12 months	12	\$50.00	\$600.00		\$600.00
200-40	bank charges	\$0.00			\$0.00	\$0.00		
200-60	Training courses	\$0.00			\$0.00	\$0.00		
200-65	training travel and meal expense	\$0.00			\$0.00	\$0.00		
200-70	advertising (includes parade)	\$400.00	1 time	1		\$200.00		
	TOTAL	\$3,590.00				\$4,510.00	\$0.00	\$3,600.00
200-20	fitness hall rental Fieldhouse	\$465.00	2 X per week	76 X 1 hr X 15	\$15.00	\$1,140.00		
200-25	fitness instructor	\$3,677.00	2 X per week	76 X 1 hr	\$46.00	\$3,500.00		
200-30	transportation costs	\$0.00						
200-50	admissions (everybody pays their own way)	\$0.00						
200-90	MISCELLANEOUS EXPENSES	\$0.00						
300-10	CAPITAL RESERVE ACCOUNT	\$0.00						
400-10	LANGDON WALK/RUN EXPENSES -- CONSUMABLES	\$0.00						
400-20	LANGDON WALK/RUN EXPENSES -- NON-CONSUMABLES	\$0.00						
	TOTAL	\$4,142.00				\$4,640.00	\$0.00	
	TOTAL OF ALL EXPENSES	\$7,732.00				\$9,150.00		

Langdon Older Kids Seniors Club

Corporate Access Number 5019465243

For the year 01/01/2020 to 31/12/2020

ASSETS

Cash-Bank Operating Account	\$5,192.98
Cash-Bank Reserve Account	\$11,000.00
Credit Union Common Share Account	\$5.60
Other Assets	\$5,044.33

TOTAL ASSETS

\$21,242.91

LIABILITIES

Accounts Payable	\$0.00
------------------	--------

TOTAL LIABILITIES

\$0.00

INCOME

Membership Fees	\$687.00
Donation and Fund Raising	\$38.00
Registration Fees	\$1,080.00
Admission Fees Collected	\$715.00
FCSS Grants	\$4,500.00
RVC Grants	\$0.00
Langdon Recreation Plus Grant	\$0.00
Miscellaneous Income	\$10.40

TOTAL INCOME

\$7,030.40

DISBURSEMENTS

Hall Rental	\$3,330.00
Supplies and Materials	\$544.45
Instructor for Fitness	\$2,134.13
Transportation Costs	\$0.00
Bank Charges	\$0.00
Admissions	\$715.00
Training Course Registrations	\$0.00
Miscellaneous Expense	\$132.29
Advertising	\$302.61
Insurance and Registrations	\$592.25

TOTAL DISBURSEMENTS

\$7,750.73

NOTE:

\$3000.00 reclassified from Operating Account to Capital Reserve Account

APPROVAL STATEMENT

This financial statement has been reviewed and approved by:

Beverly Lidstone

Printed name

Beverly Lidstone

Signature

Member

Position

Mar 4/2021

Date

Lynn Britton

Printed name

Lynn Britton

Signature

Member

Position

Mar 4/21

Date

Rocky View County
Family & Community Support Services (FCSS)

2022 FCSS GENERAL FUNDING APPLICATION

(FUNDING PERIOD: January 1 – December 31, 2022)

ALL INFORMATION PROVIDED IS PUBLIC

APPLICATION DEADLINE IS 4:00 P.M. AUGUST 30, 2021 NO EXCEPTIONS

1. ORGANIZATION INFORMATION	
Organization Name	Langdon Theatre Association
Program Name	Langdon Theatre Association
FCSS Funding Request (over \$7,500) (from Section 9.6 C Proposed Budget)	\$44,550.00
E-Mail Address and Website	www.langdontheatre.com
Mailing Address (include postal code)	PO Box 230 Langdon, AB T0J 1X0
Street Address (for courier purposes)	
Agency Telephone Number	403-850-0208
Agency Fax Number	
Executive Director Name	Sheena Madole
Program Contact Name	Sheena Madole
Phone Number (If different from above)	

2. CERTIFICATION OF COMPLIANCE
<p>This is to certify that to the best of my knowledge and belief, the information included in this application 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)</p> <p>A program outcomes evaluation is required by February 28, 2023 if your application is successful</p>


Signature (Agency Signing Authority)

Co-Chairperson
Title

Sheena Madole
Print Name

8/30/2021
Date

RECEIVED
Aug 30/21

Submit Completed Documents to, or for further assistance contact:

Dimitri Dimopoulos, FCSS Coordinator
Rocky View County
262075 Rocky View Point
Rocky View County, AB T4A 0X2

For further assistance, please call 403.520.1289 or email fcss@rockyview.ca

Please note that faxed or e-mailed copies of the application will not be accepted. It is strongly recommended that you courier or hand deliver your proposal (printed single sided pages only) and request confirmation of receipt.
APPLICATION DEADLINE IS 4:00 P.M. AUGUST 30, 2021 - APPLICATIONS NOT RECEIVED BY THIS DEADLINE WILL NOT BE ACCEPTED.

☒ Please email confirmation of receipt of this application to: ssmadole@gmail.com

Please indicate how you heard of the Rocky View County FCSS Program:

 X Newspaper ad Social media Website visit/search
 Word of mouth Other (specify) _____

3. SOCIETY MEMBERSHIP (current)	
Number of Members	27
Membership Fee Per Member	\$0.00 *will be 300.00 in September 2021

4. TYPE OF ORGANIZATION		
Alberta Societies Act Registration Number:	5010052651	
Charitable Number (if have one):		<input type="checkbox"/> Government Agency

5. DAYS AND HOURS OF OPERATION OF THE PROGRAM							
OPERATING HOURS	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
	3.5						
Dates not Open:	Christmas Break for 2 weeks						
Statutory Holiday:				Other			

6. DOCUMENTATION REQUIREMENTS:	ATTACHED
<u>Do not provide other attachments unless requested to do so.</u>	
List of current agency Board of Directors by name and Board position (Board information is requested to ensure sufficient governance and make members accessible to administration, if required.) Do not include personal contact information (home addresses, emails, or phone numbers).	<input checked="" type="checkbox"/>
Fee Policy and Schedule (if applicable)	<input type="checkbox"/>
Organizational Chart of Agency	<input type="checkbox"/>
Certificate of Incorporation under the Societies Act if new applicant. (Not applicable to other municipal governments and associated departments)	<input checked="" type="checkbox"/> Included <input type="checkbox"/> Not Applicable
Constitution and Bylaws (first time applicants only unless changes were made by previously funded groups)	<input type="checkbox"/>
Job description(s) for County FCSS funded positions requested (first time applicants only unless changes were made by previously funded groups)	<input type="checkbox"/>
Most recent Audited Financial Statement	<input checked="" type="checkbox"/>

The personal information on this form is being collected for the purpose of determining eligibility of an applicant to receive FCSS funding; to assist in administering the FCSS funding; and to monitor, assess, and evaluate your program. This information is collected under the authority of Section 33 (c) of the Freedom of Information and Protection of Privacy Act and may become public information once it is submitted to the FCSS program. Questions regarding the collection of this information can be directed to the Manager, Recreation and Community Services at 403.520.6307.

7.1 PROGRAM DESCRIPTION

Provide a brief program description in a few sentences (to be used for publication by FCSS)

The mandate of the Langdon Theatre Association is to deliver fun, affordable programs to the children of Langdon and the surrounding area, while providing them with life skills such as self-esteem, team building skills and self worth. Through our program, our children are developing into the leaders of tomorrow.

7.2 PREVENTION

In what way(s) is your program preventive in nature? Check the appropriate items from the following list. You will be required to report on each of the Outcomes that you have selected.

Provincial Outcome	Rocky View County Outcomes	
Improved social well-being of individuals	Outcome 1: Individuals experience personal well-being. Indicators: Resilience; self-esteem; optimism; capacity to meet needs; autonomy; competence; personal engagement; meaning and purpose.	<input checked="" type="checkbox"/>
	Outcome 2: Individuals are connected with others. Indicators: Quality of social relationships; social supports available; trust and belonging.	<input checked="" type="checkbox"/>
	Outcome 3: Children and youth develop positively. Indicators: Developmental assets.	<input checked="" type="checkbox"/>

Provincial Outcome	Rocky View County Outcomes	
Improved social well-being of families	Outcome 4: Healthy functioning families. Indicators: Positive family relationships; positive parenting; positive family communications.	<input checked="" type="checkbox"/>
	Outcome 5: Families have social supports. Indicators: Extent and quality of social networks; family accesses resources as needed.	<input checked="" type="checkbox"/>

Provincial Outcome	Rocky View County Outcomes	
Improved social well-being of the community	Outcome 6: The community is connected and engaged. Indicators: Social engagement; social support; awareness of the community; positive attitudes toward others and the community.	<input checked="" type="checkbox"/>
	Outcome 7: Community social issues are identified and addressed. Indicators: Awareness of community social issues; understanding of community social issues; agencies and/or community members work in partnership to address social issues in the community.	<input type="checkbox"/>

7.3 PRIMARY TARGET

Indicate the Primary target at whom the program is aimed by estimating the percentage of the program's FCSS allocation that is directed to services in the following categories.

Children	50	0%
Youth	50	0%
Families		0%
Adults		0%
Seniors		0%
Volunteerism		0%
Community Development		0%
Total	100	0%

7.4 SOCIAL SERVICE CONTINUUM

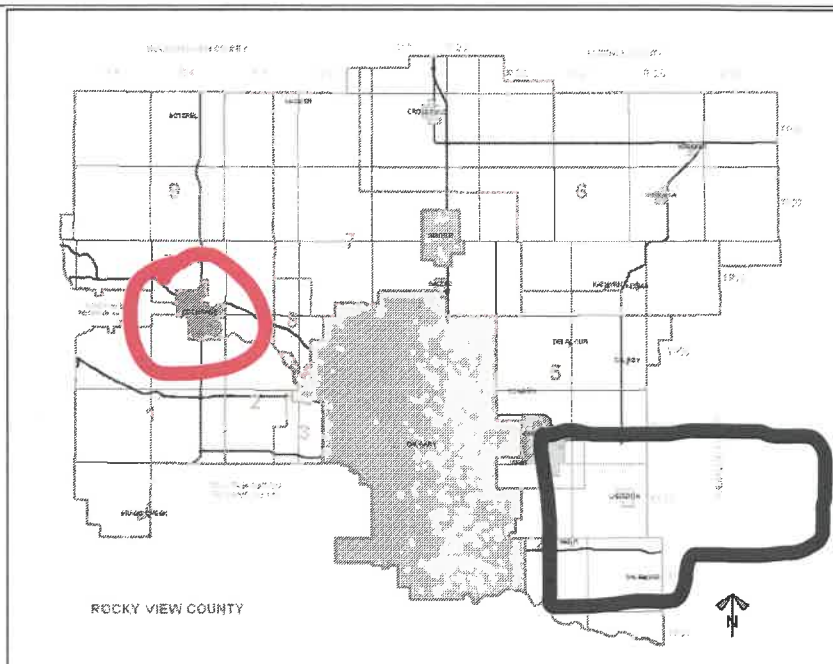
Please indicate the percentage of each section below that your program provides.

• Promotion: Programs and services that promote public education and awareness of social needs.	10	0%
• Prevention: Programs and services focused at the earliest opportunity on individuals and families whose social well-being in community life is at risk.	70	0%
• Early Intervention: Programs and services focused on individuals and families with identified early signs of unmet needs, who require support to enhance their social well-being.	10	0%
• Specialized Services: Programs and services for individuals and families focused on emerging social needs not yet sufficiently addressed by community support.	10	0%
• Remediation Services: Programs and services for individuals and families with clearly defined unmet needs, who require assessment, intervention, and treatment to enhance their social well-being.		0%
Total	100	0%

8. COORDINATION AND COMMUNICATION

A. Identify organizations within the program's catchment area (define your region of operation; include towns and border of service area and also clearly mark it on the map with thick black lines) that provide similar services.

There are other similar programs within the city limits, and Cochrane that our participants may not have direct access to. We have also had participants from Strathmore and Carseland.



B. What cooperative and coordinative steps has the program taken with these agencies?
N/A

C. Describe the similarities and differences between the proposed program and those identified as being delivered by other organizations.
N/A

OUTCOMES MODEL

(For further information on the outcomes model contact the County FCSS program for a copy of a toolkit.)

9.1 AGENCY/PROGRAM VISION
Desired social condition. May be your agency's existing vision statement.
We are determined to impart on our community's youth the social and life skills, social interaction, character development and team building through theatrical instruction that they will need to become successful citizens in our society.

9.2 AGENCY/PROGRAM MISSION
Unique role in working towards the desired social condition. What are you currently doing to achieve your mission (e.g. other programs and services that are not a part of this application for funding)?
Through teamwork, volunteerism, and instruction, our participants are being set up for success. We offer our youth the opportunity to explore personal development through theatre. It is a safe environment for them to express themselves in an artistic way that other programs may not be able to provide.

9.3 STATEMENT OF NEED
Problem statement; description of the situation you wish to change.
We would love to have the opportunity to provide a program that fits the communities wants for both an in-person and online environment.

9.4 STRATEGY/ACTIVITIES
How will the program address the specified need? What goal or long-term change or impact do you want to achieve? What are you going to do in the program to achieve your goal(s)?
We will try our best to find a location that can allow for our participants to meet for practice weekly for the season. We are also developing an online program for those families that wish to participate, but in an online format much like the one that we offered last season. We have instructors that are able to do both settings and it is likely that we will offer them on different nights of the week to allow for those who wish to participate in both that opportunity.

9.5 RATIONALE
An explanation of why you believe this strategy or approach will work; include research if possible.
At the end of the season in April, we sent out a survey to parents asking them what their ideal program would look like and the feedback we received suggested that a mixture of online and in-person would be the best fit for our community for the near future.

9.6 INPUTS
*Please see end of application for budget shell. Budget sheet(s) <u>MUST</u> follow the template as provided.
A. Have you researched or sourced other methods of funding? How do you propose to sustain this program?
In addition to the FCSS funding we receive, we have also received funding from the Alberta Foundation for the Arts in the amount of approximately \$5100.00 as well as the Langdon Recreation Grant. We will also be having a registration fee of \$300.0 per participant which will allow us to keep funds in our account for emergency needs.

B. Has this budget been authorized by your Board of Directors? Yes ☐ No ☒ If no, please explain: We will be having our AGM on September 12, 2021 to approve the budget and program for the season.

9.7 PROJECTED OUTPUTS (Count of products and services delivered to the target group. For definitions, see the end of the report)

Please report the projected direct product of your activities, usually measured by volume of work accomplished. Must include projected number of individual participants, volunteers and volunteer hours. Other outputs may include projected number of training sessions, workshops, and community development programs. Include projected number of County residents utilizing services. Rocky View County residents do not include people who reside in Airdrie, Beiseker, Chestermere, Cochrane, Crossfield, Irricana or Redwood Meadows. It does include those who live outside of these municipalities and within the hamlets located within the County's borders.

A. PROJECTED NUMBER OF INDIVIDUAL PARTICIPANTS SERVED:

People served should only be counted once unless they are part of a family being served (see definitions). DO NOT include group participants, contacts, or community development initiatives if counted below.

Provide general summary of outputs here:

The goal is to have 50 youth participants in the program as well as parent volunteers.

Number of Children/Youth (0 to 18 years) 50 Number of County Residents: 45

Number of Adults (19 to 64 years) Number of County Residents: 23

Number of Seniors (65+ years) Number of County Residents: 1

Number of Families 13 Number of County Families: 1

B. PROJECTED NUMBER OF GROUPS SERVED:

(e.g. workshops, training and/or education groups)

Provide general summary of outputs here:

Number of Groups: 4 Total Number of Participants: 50 Number of County Residents: 45

C. PROJECTED NUMBER OF CONTACTS PROVIDED:

(e.g. providing assistance with forms/referral; telephone, mail outs, email, and social media)

Provide general summary of outputs here:

Number of Clients: Number of County Residents:

D. PROJECTED NUMBER OF COMMUNITY DEVELOPMENT INITIATIVES:

(E.g. community assessment, mobilization, and/or advocacy committees. Do not include service to individuals)

Provide general summary of outputs here:

Number of Initiatives: Number of Clients: Number of County Residents:

E. VOLUNTEERISM

a) What are the roles of volunteers in the program?

Our volunteers are the parents of the participants. We ask that between 7-10 sit on our board to act as coordinators/leaders of the program. All parents are asked to provide 5 hours of their time to help with the construction of sets, costumes, find rental facilities, equipment; as well as provide accounting services and communication for the groups.

b) How does the program promote, encourage, and facilitate the use of volunteers?

We use a Bond Cheque system

c) Total number of volunteers in agency/program:

28

d) Total number of volunteer hours in 2020:

3000

e) Estimated number of volunteer hours until the end of 2021:

2800

9.8 EXPECTED OUTCOMES

Statements, which describe the difference the agency/program intervention will make with clients in the short term, mid-term, and long term. These must logically connect to the Provincial and Rocky View County Outcomes in Section 7.2.

Short Term Outcomes:

Children and youth:
 are more aware of their personal strengths,
 are supported in doing the right thing,
 show respect for others,
 can make better decisions.

Mid Term Outcomes

Children and youth;
 Develop positive relationships with their peers,
 Have more supportive relationships with adults

Long Term Outcomes

Children and youth;
 Develop better coping skills
 Develop life-long friendships

9.9 OUTCOME INDICATORS

List the specific items of information that you will track to measure your program's success on outcomes. These are generally in the form of a cluster of questions or surveys and relate directly to the Rocky View County Outcome Indicators listed in Section 7.2. Copies of the Provincial FCSS Measures Bank are available upon request.

As part of being a member of the Langdon Theatre Association:

I am included more when my family makes decisions about how to solve problems.
 I have more friends that I can trust.
 I show respect for adults more often.
 I am better at doing what I believe is right, even when it is hard.
 I am better at taking responsibility for my actions.
 I am better at saying, 'no' to things I know are wrong.

10. ADDITIONAL INFORMATION

Please provide a brief agency/program history.

Our program is 20 years old, and with the success of our last season being online we have a positive attitude towards this upcoming season with several inquiries from parents both local and out of town that have heard about our program. It is amazing to see the amount of new interest we get each season from community members even though we are an established program.

11. STORIES

Please provide 1 or 2 short anecdotal stories about some of your County rural clients who have received services from your organization, and how their situation has improved as a result of their involvement in this program. This story may be used for publication by FCSS. Please do not include any client identifying information.

"This was my daughter's first time and she only participated for the last session. She loved it! As parents, we were very impressed. We're all looking forward to next season in whatever format it can be in. Thank You!"

"I realize that asking for in person sessions is contingent on the current situation of the pandemic, at the time. Having a blend of online and in person helps meet the needs of participants that may be sick/need to isolate."

"My son really enjoyed participating in the program. It really helped him feel like he was connected to other people even though he could not see them all in-person."

**Responses are from our End of Season Parent Survey in April of 2021.*

Please ensure that section 9.6 C starts on a page(s) with no other sections on the page(s). For consistency purposes, it is **IMPERATIVE** that you use the following template as provided and **NOT** modify it, other than adding additional lines.

9.6 C. INPUTS (Resources dedicated to the program. Include staff and budget for one year.)			
2022 PROPOSED 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 2022 Costs to be paid or contributed by the Applicant and other funding partners (Agency Contribution)	Column 2 2022 Costs to be funded by County FCSS (Program Request)	Column 3 2022 Projected Year End Total Program Budget (Total Cost)
EXPENSES			
PERSONNEL (specify positions and hours per week)			
Teaching Staff		28,000.00	28,000.00
Technical Assistance	500.00	500.00	1000.00
Professional Accounting Audit	800.00		
a. SUBTOTAL PERSONNEL	1,300.00	28,500.00	29,800.00
TRAVEL & TRAINING (specify)			
Field Trip Transportation (December 2022)		400.00	400.00
Final Production Transportation (April 2022)		1600.00	1600.00
b. SUBTOTAL TRAVEL & TRAINING		2,000.00	2,000.00
MATERIALS AND SUPPLIES (specify)			
Final Production Venue	4000.00	6000.00	10,000.00
Technical Equipment/Online Software	200.00	200.00	400.00
Props, Costume, Set designs	800.00	500.00	1,300.00
December (2022) Field Trip Tickets	2,500.00		2,500.00
c. SUBTOTAL MATERIALS AND SUPPLIES	7,500.00	6,700.00	14,200.00
OTHER (specify)			
Administration/Accounting		550.00	550.00
Storage Rental Fees	4350.00		4350.00
Actor/Volunteer Appreciation Event		2,300.00	2,300.00
Insurances	915.00		915.00
Practice Space Rental	1100.00	4,500.00	5,600.00
End of Season Expenses	6,500.00		6,500.00
d. SUBTOTAL OTHER	12,865.00	7,350.00	20,215.00
e. TOTAL EXPENDITURES (e=a+b+c+d)	21,665.00	44,550.00	66,215.00
REVENUE (specify other sources of funding including fundraising, fees for service, other grants, etc.)			
Alberta Fine Arts	5,200.00		
Langdon Recreation	5,500.00		
Final Production Ticket Sales	965.00		
Registration Fees	10,000.00		
f. TOTAL REVENUE	21,665.00		
g. FCSS REQUEST (DEFICIT = Total of Column 3 Expenditures – Total Revenue)		44,550.00	



Microsoft Excel
Worksheet

COMPLETE THIS SECTION ONLY IF YOU RECEIVED 2021 COUNTY FCSS FUNDING AND ARE APPLYING FOR AN INCREASE.

12. 2022 FUNDING INCREASE REQUEST EXPLANATION	
A. 2021 County FCSS Grant	22,100.00
B. 2022 County FCSS Request	44,550.00
C. Does this request result from a decrease in other funding support? Specify.	
This comes from both a decrease in funding from other supports as well as needing practice facilities that we did not need last season due to social distancing mandates in our Province.	
D. Identify requested funding increase. List each category and the amount of increase (e.g. Personnel, Materials and Supplies).	
Materials, Facility Rental Fees, and we will be having two productions this season that incur both travel and facility rental fees.	
E. Provide a rationale together with supporting data, using demographics as necessary.	
Last season, we were online, so most of our funding went toward creating an online program, and the associated costs that come with an online environment. Because we did not have on location facilities, we were able to run on a much lower budget than in previous years.	
F. How will this increase impact clients and services? How will the change be measured? If the increase is not granted, what effect will it have?	
If we are to get all that is requested, we will be able to provide our participants all the planned activities we have scheduled for this season. We will also be able to allow for our registration fees to stay at an affordable price. If the increase is not granted, it will mean that we may only be able to do one of the performances or find a different location. Potentially, have less instructors or allow for less participants.	
G. Outline the efforts already taken to accommodate the proposed program adjustment.	
We have contacted the venues which we would like to perform in and the facilities that we would like to have our practice space in. This allows us a clearer idea of what to budget for.	
H. How many years have you received County FCSS funding?	
20 years, and we are truly grateful for it. It allows us to provide the best program for our youth and give them an authentic Theatrical experience.	

Langdon Theatre Association
Board Members
September 2020 - September 2021

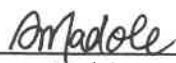
Fisk, Georga	Co-Chairperson
Madole, Sheena	Co-Chairperson
Skene, Glenda	Treasurer
Spielman, Juanita	Secretary
Porter, Melanie	Props and Sets
Massig, Jennifer	Costume Coordinator
Belcastro, Sarah	Props and Sets
Guilloux, Melody	Props and Sets
Alce, Jennifer	Volunteer Coordinator
Harris, Stacie	Group 1 Coordinator
Boyd, Erin	Group 2 Coordinator
Benna, Karie Ann	Group 3 Coordinator

Reviewers' Report Year 2020

To the Members,
Langdon Theatre Association

We have reviewed the balance sheet as of December 31, 2020, the statement of operations and the responsibility of the management of the Langdon Theatre Association.

Upon looking over the financial statements and doing a series of tests to validate the accuracy of the entries and disbursements, it is our opinion that all the material aspects, the financial records are in good order.



Sheena Madole
Co-Chairperson

03/29/2021

Date (mm/dd/yyyy)

DocuSigned by:



Glenda Skene
Treasurer

3/30/2021

Date (mm/dd/yyyy)

Balance Sheet As at 2020-12-31

ASSETS		
Current Assets		
Mountain View Credit Union	8,070.10	
Total Cash		8,070.10
Total Current Assets		8,070.10
TOTAL ASSET		
		8,070.10
LIABILITIES		
TOTAL LIABILITY		
		0.00
EQUITY		
Owners Equity		
Retained Earnings - Previous Year	17,288.24	
Current Earnings	-9,218.14	
Total Owners Equity		8,070.10
TOTAL EQUITY		
		8,070.10
LIABILITIES AND EQUITY		
		8,070.10

Printed On: 2021-03-28

Income Statement 2020-01-01 to 2020-08-31

VENUE

Sales Revenue	
Sales Inventory C	90.00
Grant - FCSS	21,233.00
Grant - AFA	3,663.14
Net Sales	<u>24,986.14</u>
Other Revenue	
Interest Revenue	3.77
Miscellaneous Revenue	160.00
Total Other Revenue	<u>163.77</u>
TOTAL REVENUE	<u>25,149.91</u>

EXPENSE

Cost of Goods Sold	
Inventory C Cost	1,235.76
Instructor Fees	10,260.00
Total Cost of Goods Sold	<u>11,495.76</u>
General & Administrative Expenses	
Insurance	915.67
Rent- Prop Trailer Space	1,660.24
Rent - Facility	2,877.00
Year End Wind-Up Expenses	2,061.33
Total General & Admin. Expenses	<u>7,514.24</u>
TOTAL EXPENSE	<u>19,010.00</u>
NET INCOME	<u>6,139.91</u>

Printed On: 2021-03-28

Income Statement 2020-09-01 to 2020-12-31

REVENUE

Sales Revenue	
Grant - FCSS	6,250.00
Grant - AFA	2,156.65
Net Sales	<u>8,406.65</u>

Other Revenue	
Interest Revenue	2.99
Total Other Revenue	<u>2.99</u>

TOTAL REVENUE	<u>8,409.64</u>
----------------------	-----------------

EXPENSE

Program Costs	
Field Trips	250.00
Total Programs Cost	<u>250.00</u>

Cost of Goods Sold	
Inventory C Cost	168.00
Instructor Fees	11,700.00
Total Cost of Goods Sold	<u>11,868.00</u>

General & Administrative Expenses	
Advertising & Promotions	353.14
Office Supplies	1,376.74
Rent- Prop Trailer Space	3,490.62
Rent - Facility	255.00
Year End Wind-Up Expenses	34.28
Total General & Admin. Expenses	<u>5,509.78</u>

TOTAL EXPENSE	<u>17,627.78</u>
----------------------	------------------

NET INCOME	<u><u>-9,218.14</u></u>
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Printed On: 2021-03-28

Account Description	Debits	Credits
60 Mountain View Credit Union	17,288.24	-
60 Retained Earnings - Previous Year	-	9,494.84
20 Registration Fees	-	10,195.70
40 Sales Inventory C	-	90.00
20 Grant - FCSS	-	27,483.00
40 Grant - AFA	-	3,683.14
40 Interest Revenue	-	5.92
30 Miscellaneous Revenue	-	160.00
10 Final Production Costs	82.00	-
20 Transportation	315.00	-
30 Field Trips	1,967.50	-
40 Inventory C Cost	1,727.66	-
30 Instructor Fees	18,900.00	-
10 Accounting & Legal	522.90	-
15 Advertising & Promotions	265.12	-
35 Insurance	915.67	-
10 Office Supplies	1,509.94	-
35 Rent- Prop Trailer Space	2,660.24	-
30 Rent - Facility	2,877.00	-
37 Year End Wind-Up Expenses	2,061.33	-
	<u>51,092.60</u>	<u>51,092.60</u>

Sept 2019 - Aug 2020

Printed On: 2021-03-28

...	Account Description	Debits	Credits
50	Mountain View Credit Union	8,070.10	-
50	Retained Earnings - Previous Year	-	17,288.24
20	Grant - FCSS	-	6,250.00
40	Grant - AFA	-	2,156.65
40	Interest Revenue	-	2.99
30	Field Trips	250.00	-
40	Inventory C Cost	168.00	-
30	Instructor Fees	11,700.00	-
15	Advertising & Promotions	353.14	-
30	Office Supplies	1,376.74	-
15	Rent- Prop Trailer Space	3,490.62	-
10	Rent - Facility	255.00	-
17	Year End Wind-Up Expenses	34.28	-
		<u>25,697.88</u>	<u>25,697.88</u>

Sept 2020 - Dec 31 2020

Printed On: 2021-03-28

Certified Copy

**ANNUAL RETURNS FOR SOCIETY AND NON-PROFIT
COMPANY - Proof of Filing**

Alberta Amendment Date: 2021/03/30

LANGDON THEATRE ASSOCIATION
PO BOX 230
LANGDON, ALBERTA
T0J1X0

Service Request Number: 35269095
Corporate Access Number: 5010052651
Business Number: 859264046
Legal Entity Name: LANGDON THEATRE ASSOCIATION
Legal Entity Type: Alberta Society
Legal Entity Status: Active
Registration Date: 2002/08/27

This confirms the Annual Return for 2020 has been filed as of 2021/03/30.

Officer / Director / Branch

Status: Active
Relationship to Legal Entity: Chair
Individual / Legal Entity Type: Individual
Appointment Date: 2018/10/01
Last Name / Legal Entity Name: FISK
First Name: GEORGA
Street / Box Number: 43 MCKINNON STREET NW
City: LANGDON
Province: ALBERTA
Postal Code: T0J1X2
Status: Active
Relationship to Legal Entity: Chair
Individual / Legal Entity Type: Individual
Appointment Date: 2018/10/01

Last Name / Legal Entity Name: MADOLE
First Name: SHEENA
Street / Box Number: 359 BOULDER CREEK CRES
City: LANGDON
Province: ALBERTA
Postal Code: T0J1X3
Status: Inactive
Relationship to Legal Entity: Secretary
Individual / Legal Entity Type: Individual
Appointment Date: 2018/10/01
Last Name / Legal Entity Name: DUNLOP
First Name: KIM
Street / Box Number: 33 MCINTYRE PLACE
City: LANGDON
Province: ALBERTA
Postal Code: T0J1X2
Status: Inactive
Relationship to Legal Entity: Treasurer
Individual / Legal Entity Type: Individual
Appointment Date: 2018/10/01
Last Name / Legal Entity Name: SPIELMAN
First Name: JUANITA
Street / Box Number: 504 BOULDER CREEK GREEN
City: LANGDON
Province: ALBERTA
Postal Code: T0J1X3
Status: Active
Relationship to Legal Entity: Treasurer
Individual / Legal Entity Type: Individual
Last Name / Legal Entity Name: BROWN
First Name: BOBBI-JO
Street / Box Number: 36 BARBER ST
City: LANGDON
Province: ALBERTA
Postal Code: T0J1X0
Status: Active
Relationship to Legal Entity: Secretary
Individual / Legal Entity Type: Individual
Last Name / Legal Entity Name: SPIELMAN
First Name: JUANITA
Street / Box Number: 504 BOULDER CREEK GREEN
City: LANGDON
Province: ALBERTA

Attachment

Attachment Type	Microfilm Bar Code	Date Recorded
Audited Financial Statement	10000007135544028	2021/03/30
Annual Return Form	10000207135544027	2021/03/30

REGISTERED ADDRESS

Street: PO BOX 230
City: LANGDON
Province: ALBERTA
Postal Code: T0J1X0

RECORDS ADDRESS

Street: 34 4TH STREET
City: LANGDON
Province: ALBERTA
Postal Code: T0J1X1
Email Address: SSMADOLE@GMAIL.COM

Registration Authorized By: - LANGDON THEATRE ASSOCIATION
AGENT OF NON-PROFIT ENTITY

The Registrar of Corporations certifies that the information contained in this proof of filing is an accurate reproduction of the data contained in the specified service request in the official public records of Corporate Registry.



Rocky View County
Family & Community Support Services (FCSS)

2022 FCSS GENERAL FUNDING APPLICATION

(FUNDING PERIOD: January 1 – December 31, 2022)

ALL INFORMATION PROVIDED IS PUBLIC

APPLICATION DEADLINE IS 4:00 P.M. AUGUST 30, 2021 NO EXCEPTIONS

1. ORGANIZATION INFORMATION	
Organization Name	North Rocky View Community Links Society
Program Name	Family Resource Program
FCSS Funding Request (over \$7,500) (from Section 9.6 C Proposed Budget)	\$56,500
E-Mail Address and Website	info@nrvc.ab.ca www.nrvc.ab.ca
Mailing Address (include postal code)	#211, 125 Main St. NW, Airdrie, AB T4B 0P7
Street Address (for courier purposes)	Same as above
Agency Telephone Number	403-945-3900
Agency Fax Number	403-945-3901
Executive Director Name	Brenda Hume
Program Contact Name	Barbara Gross
Phone Number (If different from above)	Brenda 403-945-3916, Barb 403-945-3927

2. CERTIFICATION OF COMPLIANCE
<p>This is to certify that to the best of my knowledge and belief, the information included in this application 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)</p> <p>A program outcomes evaluation is required by February 28, 2023 if your application is successful</p>

Brenda Hume

Signature (Agency Signing Authority)

Executive Director
Title

Brenda Hume
Print Name

8/25/2021
Date

Submit Completed Documents to, or for further assistance contact:

Dimitri Dimopoulos, FCSS Coordinator
Rocky View County
262075 Rocky View Point
Rocky View County, AB T4A 0X2

For further assistance, please call 403.520.1289 or email fcss@rockyview.ca

Please note that faxed or e-mailed copies of the application will not be accepted. It is strongly recommended that you courier or hand deliver your proposal (printed single sided pages only) and request confirmation of receipt.
APPLICATION DEADLINE IS 4:00 P.M. AUGUST 30, 2021 - APPLICATIONS NOT RECEIVED BY THIS DEADLINE WILL NOT BE ACCEPTED.

☒ Please email confirmation of receipt of this application to: Lori@nrvc.ab.ca

RECEIVED
Aug 27 2021

Please indicate how you heard of the Rocky View County FCSS Program:

_____ newspaper ad _____ social media _____ website visit/search

_____ word of mouth X other (specify) _____ past connection to RVC FCSS _____

3. SOCIETY MEMBERSHIP (current)	
Number of Members	26
Membership Fee Per Member	\$1.00

4. TYPE OF ORGANIZATION		
Alberta Societies Act Registration Number:	5013937874	
Charitable Number (if have one):	106690241RR0001	<input type="checkbox"/> Government Agency

5. DAYS AND HOURS OF OPERATION OF THE PROGRAM							
	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
OPERATING HOURS	Airdrie Office 8:30 am - 4:30 pm Beiseker Office Closed	Airdrie Office 8:30 am - 4:30 pm Beiseker Office 9:30 am - 3:00 pm	Airdrie Office 8:30 am - 4:30 pm Beiseker Office Closed Crossfield Satellite Office 10:00 am - 1:00 pm (2 nd Wed of each month) Irricana Satellite Office By appointment	Airdrie Office 8:30 am - 8:00 pm Beiseker Office Closed	Airdrie Office 8:30 am - 4:30 pm Beiseker Office 9:30 am - 3:00 pm		
Dates not Open:	Between Christmas and New Year: Dec. 24 afternoon, Dec. 25 – 31, 2022, Jan. 3, 2023						
Statutory Holiday:	Closed			Other	Our Airdrie office is closed from 12-1pm daily. The agency is closed the 3rd Wednesday of each month from 12:00-4:30pm for staff meeting. Please note that some groups, workshops, and parent consultations are offered in the evening and on weekends.		

6. DOCUMENTATION REQUIREMENTS:	ATTACHED
<u>Do not provide other attachments unless requested to do so.</u>	
List of current agency Board of Directors by name and Board position (Board information is requested to ensure sufficient governance and make members accessible to administration, if required.) Do not include personal contact information (home addresses, emails, or phone numbers).	<input checked="" type="checkbox"/>
Fee Policy and Schedule (if applicable)	<input type="checkbox"/>
Organizational Chart of Agency	<input checked="" type="checkbox"/>
Certificate of Incorporation under the Societies Act if new applicant. (Not applicable to other municipal governments and associated departments)	<input type="checkbox"/> Included <input type="checkbox"/> Not Applicable

Constitution and Bylaws (first time applicants only unless changes were made by previously funded groups)	<input checked="" type="checkbox"/>
Job description(s) for County FCSS funded positions requested (first time applicants only unless changes were made by previously funded groups)	<input type="checkbox"/>
Most recent Audited Financial Statement	<input checked="" type="checkbox"/>

The personal information on this form is being collected for the purpose of determining eligibility of an applicant to receive FCSS funding; to assist in administering the FCSS funding; and to monitor, assess, and evaluate your program. This information is collected under the authority of Section 33 (c) of the Freedom of Information and Protection of Privacy Act and may become public information once it is submitted to the FCSS program. Questions regarding the collection of this information can be directed to the Manager, Recreation and Community Services at 403.520.6307.

7.1 PROGRAM DESCRIPTION
Provide a brief program description in a few sentences (to be used for publication by FCSS)
The Family Resource Program offers community programming that focuses on primary prevention strategies for parents and caregivers in North Rocky View as well as quality child development programming. Our goal is to offer evidence-based positive and effective parenting and child development information and strategies to increase knowledge, confidence, and coping skills in parents/caregivers that they can pass on to their children. We also strive to reduce isolation for families to increase their support network. We meet this goal through information, resources and on-going support that enhances the ability of individuals to provide the best possible environment for the development of strong, healthy, positive families that are more resistant to crisis and more active members of the community.

7.2 PREVENTION		
In what way(s) is your program preventive in nature? Check the appropriate items from the following list. You will be required to report on each of the Outcomes that you have selected.		
Provincial Outcome	Rocky View County Outcomes	
Improved social well-being of individuals	Outcome 1: Individuals experience personal well-being. Indicators: Resilience; self-esteem; optimism; capacity to meet needs; autonomy; competence; personal engagement; meaning and purpose.	<input type="checkbox"/>
	Outcome 2: Individuals are connected with others. Indicators: Quality of social relationships; social supports available; trust and belonging.	<input type="checkbox"/>
	Outcome 3: Children and youth develop positively. Indicators: Developmental assets.	<input type="checkbox"/>

Provincial Outcome	Rocky View County Outcomes	
Improved social well-being of families	Outcome 4: Healthy functioning families. Indicators: Positive family relationships; positive parenting; positive family communications.	<input checked="" type="checkbox"/>
	Outcome 5: Families have social supports. Indicators: Extent and quality of social networks; family accesses resources as needed.	<input checked="" type="checkbox"/>

Provincial Outcome	Rocky View County Outcomes	
	Outcome 6: The community is connected and engaged. Indicators: Social engagement; social support; awareness of the community; positive attitudes toward others and the community.	<input type="checkbox"/>

Improved social well-being of the community.	Outcome 7: Community social issues are identified and addressed. Indicators: Awareness of community social issues; understanding of community social issues; agencies and/or community members work in partnership to address social issues in the community.	<input type="checkbox"/>
----------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--------------------------

7.3 PRIMARY TARGET

Indicate the Primary target at whom the program is aimed by estimating the percentage of the program's FCSS allocation that is directed to services in the following categories.

Children		%
Youth		%
Families	100	%
Adults		%
Seniors		%
Volunteerism		%
Community Development		%
Total	100	%

7.4 SOCIAL SERVICE CONTINUUM

Please indicate the percentage of each section below that your program provides.

• Promotion: Programs and services that promote public education and awareness of social needs.	0	%
• Prevention: Programs and services focused at the earliest opportunity on individuals and families whose social well-being in community life is at risk.	100	%
• Early Intervention: Programs and services focused on individuals and families with identified early signs of unmet needs, who require support to enhance their social well-being.	0	%
• Specialized Services: Programs and services for individuals and families focused on emerging social needs not yet sufficiently addressed by community support.	0	%
• Remediation Services: Programs and services for individuals and families with clearly defined unmet needs, who require assessment, intervention, and treatment to enhance their social well-being.	0	%
Total	100	%

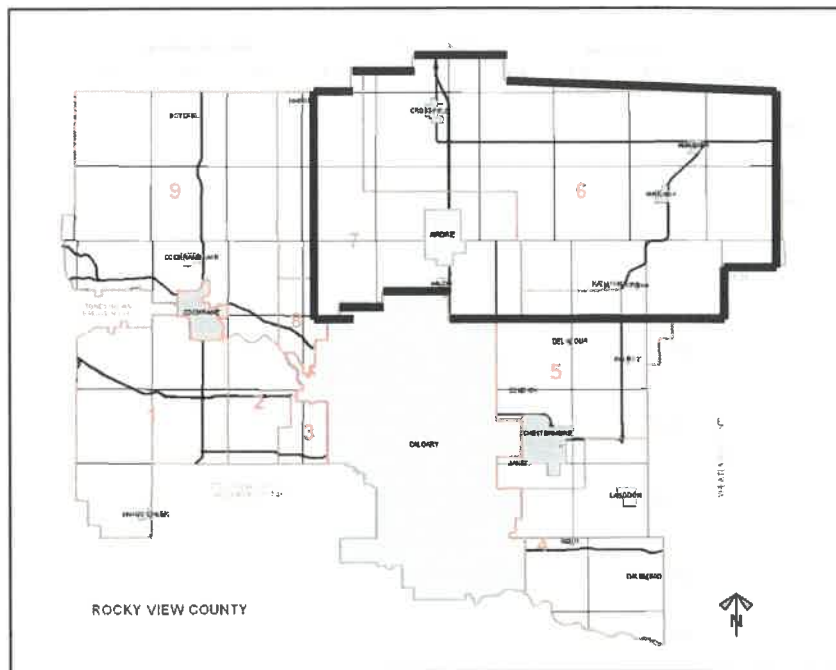
8. COORDINATION AND COMMUNICATION

A. Identify organizations within the program's catchment area (define your region of operation; include towns and border of service area and also clearly mark it on the map with thick black lines) that provide similar services.

Our mandate is to serve families in the North Rocky View area including the City of Airdrie, Towns of Crossfield & Irricana, Village of Beiseker, and North Rocky View County residents.

Organizations within the catchment area that provide similar services include:

- Rocky View Schools Adult Learning (Early Literacy),
- Irricana Municipal and Rural Library (Early Literacy),
- Beiseker Library (Early Literacy),
- Alberta Health Services (Nutrition).



B. What cooperative and coordinative steps has the program taken with these agencies?

The Family Resource Program works to deliver parenting and child development information and referrals to families in the North Rocky View area. This includes partnerships with **Alberta Health Services, Rocky View School Division and Rocky View Schools Adult Learning**. Together with our existing partners, we are collaborating with the libraries in Irricana and Beiseker to offer programs. All these collaborative programs serve North Rocky View County families.

C. Describe the similarities and differences between the proposed program and those identified as being delivered by other organizations.

Similarities: Community Links, Rocky View Schools Adult Learning, and libraries offer programs which stress the importance of early literacy. Community Links and Alberta Health Services offer resources and supports to residents to promote healthy development and family wellness.

Differences: While all these organizations do offer limited services and programs to families, Community Links is the only organization that offers a comprehensive range of primary prevention programs and services for families (parents/caregivers) of children 0 – 17 years of age. Programs offered by Rocky View Schools Adult Learning and the rural libraries are based on early literacy information transference, whereas our programs provide information, resources, and on-going support that focus on positive parenting and all areas of child/youth development including literacy and safety. The Family Resource Program provides parents and caregivers an opportunity to build capacity and resilience that contributes to the healthy development and well-being of children and families.

OUTCOMES MODEL

(For further information on the outcomes model contact the County FCSS program for a copy of a toolkit.)

9.1 AGENCY/PROGRAM VISION

Desired social condition. May be your agency's existing vision statement.

Community Links: *Strong Individuals Strong Families Strong Communities*

Family Resource Program: Adults who live or work with children and youth are empowered to create an optimal environment in which children and youth can reach their potential and become responsible, contributing members of their community.

9.2 AGENCY/PROGRAM MISSION

Unique role in working towards the desired social condition. What are you currently doing to achieve your mission (e.g. other programs and services that are not a part of this application for funding)?

Our program provides parents and caregivers the support, resources and information they want/need to empower their decisions when creating an optimal environment for their family that will help to ensure better outcomes for children.

The Family Resource Program offers five core services: Early Childhood Learning and Care; Family Support, Parent Education; Developmental Screening and Information and Referral.

In addition to this, our agency provides a wide variety of services that span from birth to seniors. Some examples of this are Intake, Counselling, Family Day Home, Volunteer Services, Seniors Support, the Toy Lending Library, and Community Engagement Services.

9.3 STATEMENT OF NEED

Problem statement: description of the situation you wish to change.

A strong, healthy environment is one of the strongest predictors of a child's ability to acquire the skills they need to be successful in life. Rocky View County 2016 Census shows that 19.4%¹ of the population is under 15 years of age. Many of these young families have moved into the area and may lack natural supports. To continue to improve child outcomes, research says that we need to focus on the development of the adults who are important in a child's life.² "Core skills are a set of skills that help people manage life, work, and relationships."³ "No one is born with these skills; they are developed over time"⁴ and are "crucial for learning and development."⁵ "Strengthening families and building confidence while supporting positive parenting, healthy child development, and social connections will help ensure children have the nurturing relationships and safe, supportive environments to grow and learn. Their future depends on it."⁶

1. Rocky View County Demographics: 2016 Census Results. www.rockyview.ca/Business/InvestinRockyView/Demographics.aspx

2. Dunst, Carl J. & Espe-Sherwindt, Marilyn. June 2016. Family Centered Practices in Early Childhood Intervention. (Handbook of Early Childhood Special Education pp. 37 – 55.)

3. The Centre of the Developing Child, Harvard University. 2021. "Three Early Childhood Development Principles Improve Child Family Outcomes."

4. The Centre of the Developing Child, Harvard University. 2021. "Three Early Childhood Development Principles Improve Child Family Outcomes."

5. The Centre of the Developing Child, Harvard University. 2021. "Three Early Childhood Development Principles Improve Child Family Outcomes."

6. Alberta Government, July 2013. "Together We Raise Tomorrow project." www.earlychildhood.alberta.ca

9.4 STRATEGY/ACTIVITIES

How will the program address the specified need? What goal or long-term change or impact do you want to achieve? What are you going to do in the program to achieve your goal(s)?

The program aligns to the empowerment principles of family support and adheres to the Guiding Principles of Family Supports.⁷ The Family Resource Program is a community driven, strength-based, evidence-based approach for all families. The wide variety of programs provides a welcoming, safe first point of access to more specialized services in the agency and community. Our primary focus is on families with young children and provides opportunities to enhance both the adult and child skills. Parent education programs and information are offered to enhance caregiver capacity and resiliency. The Families Canada (formerly the Canadian Association of Family Resource Programs) model places parent education and support at the very centre of all early childhood services, such as literacy, nutrition, health care, and education. (Canadian Association of Family Resource Programs, 2000, as cited in Escobar, C.C., 2019).⁸ Research and experience support the theory that a more confident, competent parent reduces problem behaviour for the child and can improve family interactions. Short Term studies of parent training programs show an immediate reduction in problem behavior and increased quality of life for both the parents and the child (Dretzke, 2005, as cited in Escobar, C.C., 2019).⁹ The need is evident when 36.1% of North Rocky View kindergarten children are experiencing developmental difficulties. This is 6.7% higher than the Alberta rate.¹⁰ Five core services are delivered in a variety of ways throughout the community to accommodate learning styles, lifestyles, and work schedules. Programs and services are offered year-round, throughout the week, both daytime and evening and occasional weekends. We have implemented the use of video programming and YouTube. In 2022 we will be implementing some programs through Webinars that can be available to families quickly with staff follow-up to answer any questions and offer further support. As part of a larger organization, we offer a multi-disciplinary, ecological approach to supporting families.

7. Guiding Principles of Family Support, Families Canada, 2020.

8. Escobar, C.C. (2019). Health Economics and Human Services: Family Resource Centers in Alberta, Canada.

9. Escobar, C.C. (2019). Health Economics and Human Services: Family Resource Centers in Alberta, Canada.

10. Government of Alberta, 2016. Alberta Early Development Instrument (EDI) Community Profile Report, Data Collection, North Rocky View. Page 6 & 8.

9.5 RATIONALE

An explanation of why you believe this strategy or approach will work; include research if possible.

“Compelling evidence from a wide range of scientific disciplines tells us that early experiences, combined, with gene-environment interaction, lay the foundation - for good or ill – for brain development and nearly all aspects of human development throughout life.”¹⁰ Overwhelmingly, research shows that parenting has a powerful impact on a child’s ability to learn and behave appropriately. Increasing the probability of positive outcomes will impact how well children do in school, their physical and mental health, behaviour, relationships, and general well-being. Research reviews of Family Resource Programs “indicate that this type of help-giving is related to a host of positive parent, family, and child outcomes, including self-efficacy beliefs, parents’ sense of confidence and competence, and parent and family psychological health and well-being.”¹¹ “The healthy development of all children provides a solid foundation for economic productivity, responsible citizenship, strong communities, and successful parenting of the next generation.”¹²

10. Center on the Developing Child, Harvard University, 2013. “Five numbers to remember about Early Childhood Development”. www.developingchild.harvard.edu.

11. Mas, J.M., Dunst, C.J., Balcels-Balcels, A., Garcia-Ventura, S., Gine, C., & Canadas, M. (2019). Family-centered practices and the parental well-being of young children with disabilities and developmental delay. *Research in developmental disabilities*, 94, 103495.

12. Alberta Family Wellness Initiative, *Sharing the Brain Story*, 2015. Page 13.

9.6 INPUTS

***Please see end of application for budget shell. Budget sheet(s) MUST follow the template as provided.**

A. Have you researched or sourced other methods of funding? How do you propose to sustain this program?

The Family Resource Program is funded by Rocky View County FCSS, City of Airdrie FCSS, community donations and user fees.

To address the continued growth of our programs and the need for increased and sustainable funding, Community Links continues to work on goals that: create awareness in the community about the needs of the agency; identify opportunities to participate in 3rd party fundraising events and secure donations from a number of new and existing donors with a focus on ongoing vs. one-time support. We also hold agency fundraisers. These efforts, although critical to sustain and expand programming for the community, add to the already heavy workloads of staff, Board and volunteers.

Community Links also continually explores and submits applications to various foundations that meet the criteria of the specified project.

B. Has this budget been authorized by your Board of Directors? Yes ☒ No ☐ If no, please explain:

9.7 PROJECTED OUTPUTS (*Count of products and services delivered to the target group. For definitions, see the end of the report*)

Please report the projected direct product of your activities, usually measured by volume of work accomplished. Must include projected number of individual participants, volunteers and volunteer hours. Other outputs may include projected number of training sessions, workshops, and community development programs. Include projected number of County residents utilizing services. Rocky View County residents do not include people who reside in Airdrie, Beiseker, Chestermere, Cochrane, Crossfield, Irricana or Redwood Meadows. It does include those who live outside of these municipalities and within the hamlets located within the County’s borders.

A. PROJECTED NUMBER OF INDIVIDUAL PARTICIPANTS SERVED:

People served should only be counted once unless they are part of a family being served (see definitions). DO NOT include group participants, contacts, or community development initiatives if counted below.

Family Supports and Developmental Check-Ups

These programs are available during regular office hours and may be provided after hours as well. Parent Consultation are information, resources, and support that are offered one-on-one to parents and caregivers in-person, over the phone or virtually. The Ages & Stages and Ages & Stages Social-Emotional Developmental Screens are offered on-line or in-person. These are scored by a trained Parent Mentor and discussed with the family.

Number of Children/Youth (0 to 18 years) 200 Number of County Residents: 20

Number of Adults (19 to 64 years) 250 Number of County Residents: 12

Number of Seniors (65+ years) 4 Number of County Residents: 1

Number of Families 200 Number of County Families: 20

B. PROJECTED NUMBER OF GROUPS SERVED:

(e.g. workshops, training and/or education groups)

Parent Education: Workshops/Groups (including SafeKids and SafeTots)

Early Childhood Learning & Care: Preschool/Parent (caregiver) Groups

These programs offer support, resources, activities, and information to families and include both Parent-Only and Child-Parent interactive sessions. These are offered on-site, in the community or virtually. They combine information about positive parenting strategies and child/youth development.

Number of Groups: 89 Total Number of Participants: 2300 (adults and children) Number of County Residents: 60

C. PROJECTED NUMBER OF CONTACTS PROVIDED:

(e.g. providing assistance with forms/referral; telephone, mail outs, email, and social media)

Information and Referral

Number of Clients: 375 Number of County Residents: 4

D. PROJECTED NUMBER OF COMMUNITY DEVELOPMENT INITIATIVES:

(E.g. community assessment, mobilization, and/or advocacy committees. Do not include service to individuals)

N/A

Number of Initiatives: Number of Clients: Number of County Residents:

E. VOLUNTEERISM

a) What are the roles of volunteers in the program?

Program assistants and Practicum Students

b) How does the program promote, encourage, and facilitate the use of volunteers?

Community Links takes proactive measures to minimize volunteer turnover by building strong relationships with volunteers. Every effort is made to ensure they feel connected and part of the team. An important part of this is by encouraging all staff, not just those directly connected to the volunteer role, to engage with volunteers. Staff are encouraged to introduce themselves to volunteers, address volunteers by name and thank volunteers for their commitment to the agency and the community.

To promote volunteerism in the agency, staff are encouraged to review their roles and determine where volunteer positions can be created, allowing staff more time to increase the delivery of direct services to community residents.

Volunteers are recognized verbally and through hand-written thank you cards, as well as through Certificates of Appreciation, coupons for local businesses, letters of recommendation and a Volunteer Appreciation Event held annually. Volunteers who exceed expectations are recognized with a special gift such as a gift card or a lunch. The agency will host a minimum of two training sessions in 2022. These retention strategies ensure that volunteers feel that they are part of the team and they feel more positive and energized because of their connection with our agency.

Community Links attracts volunteers through:

- Community Links website
- newsletters: Community Links quarterly newsletter, church bulletins
- local media: radio and community newspapers
- Volunteer Airdrie website
- social media – Facebook, Instagram and Twitter
- agency booth at community events
- presentations to local faith community groups and Service Clubs
- targeted recruitment to seek volunteers with specific skills and qualities
- word of mouth

Community Links retains qualified volunteers by:

- presenting the agency as enthusiastic and prepared to utilize volunteers;
- touring new volunteers through the agency, introducing staff and explaining how each department contributes to a strong, supportive work environment;
- preparing accurate and thorough job descriptions;
- recognizing and helping volunteers to develop individual skills, such as leadership, social skills and self-esteem;
- appreciating and recognizing volunteers both informally and formally;
- building solid relationships through caring conversations and constant engagement;

- representing volunteerism as a fun activity that helps oneself, makes a difference to others and strengthens and sustains community;
- setting up a formal interview, orientation and selection process for prospective volunteers, indicating our commitment to professionalism;
- connecting volunteer opportunities to the agency's Mission;
- clarifying the nature of the social change that the agency is seeking;
- developing clear short-term goals that relate to the desired outcome;
- communicating volunteer initiatives throughout the community;
- providing volunteers with training opportunities that are appropriate to their volunteer position; creating opportunities where volunteers take on a mentorship role with other volunteers. This increases their sense of well-being and personal growth.

For the information below, please refer to the Community Links Community Connections 2022 application.

c) Total number of volunteers in agency/program:	
d) Total number of volunteer hours in 2020:	
e) Estimated number of volunteer hours until the end of 2021:	

9.8 EXPECTED OUTCOMES

Statements, which describe the difference the agency/program intervention will make with clients in the short term, mid-term, and long term. These must logically connect to the Provincial and Rocky View County Outcomes in Section 7.2.

At this point, we do not have the ability to track mid-long term outcomes.

Improved social well-being of families: Healthy Family Functioning.

1. Long-Term Outcome: Families are supported to provide a nurturing, positive, healthy, safe environment for children.
 - 1.1 Mid-Term Outcome: Participants will be able to manage any new parenting challenge they face, which will improve their functioning as a family.
 - 1.2 Short-Term Outcomes: (Parents/caregivers will have knowledge of positive parenting skills.)
 - 1.2.1. Parents/caregivers will have knowledge of positive parenting skills.
 - 1.2.2. Parents/caregivers will have confidence in their parenting skills.
 - 1.2.3. Parents/caregivers will have knowledge of child/youth development.
 - 1.3 Short-Term Outcome: Participants have increased independence, strengthened coping skills and more resistant to crisis.
 - 1.3.1. Children/youth will have information, skills and confidence to stay safe.

Improved social well-being of families: Families Have Social Supports.

2. Long-Term Outcome: Participants have increased independence, strengthened coping skills and are more resistant to crisis.
 - 2.1 Mid-Term Outcome: Participants are connected with community-based resources and supports in order to improve their ability to be self-reliant, reduce isolation.
 - 2.2 Short-Term Outcomes:
 - 2.2.1. Parents/caregivers will develop new formal and informal support networks.
 - 2.2.2. Parents/caregivers will be connected to community resources.

9.9 OUTCOME INDICATORS

List the specific items of information that you will track to measure your program's success on outcomes. These are generally in the form of a cluster of questions or surveys and relate directly to the Rocky View County Outcome Indicators listed in Section 7.2. Copies of the Provincial FCSS Measures Bank are available upon request.

PLEASE NOTE: Surveys are only completed by ADULT participants in the program. Therefore, the sample size is in relation to participants is a much smaller number than we are actually serving.

Improved social well-being of families: Healthy Family Functioning.

Short-Term Outcome 1.2.1.: Parents/caregivers will have knowledge of positive parenting skills.

- a.) # of adult participants reporting they are aware of positive parenting strategies.
- b.) # of adult participants reporting they make more time to play or talk with their child (have an improved relationship with their child).
- c.) # of adult participants reporting they talk calmly and respectfully more often with their child when he/she misbehaves.

Short-Term Outcome 1.2.2.: Parents/caregivers will have confidence in their parenting skills.

a.) # of participants reporting an increase in confidence in parenting skills.

Short-Term Outcome 1.2.3.: Parents/caregivers will have knowledge of child/youth development.

a.) # of participants reporting an increase in knowledge of typical child/youth development.

b.) # of participants completing Ages & Stages (ASQ)/Ages & Stages – Social Emotional Developmental Screenings (ASQ-SE).

d.) # of children who are flagged through ASQ/ASQ-SE.

e.) # of children who are referred for further support/assessment.

Short-Term Outcome 1.3.1.: Children/youth will have information, skills and confidence to stay safe.

a.) # of children/youth reporting they know adults that they can go to when they need help.

b.) # of children/youth reporting they have learned skills that will help them to stay safe.

Improved social well-being of families: Families Have Social Supports.

Short-Term Outcome 2.2.1.: Parents/caregivers will develop new formal and informal support networks.

a.) # of participants who report they have family, friends, or members of the community who help them feel safe, secure, and happy.

b.) # of adult participants who report they have more opportunity to connect with other parents/caregivers.

Short-Term Outcome 2.2.2.: Parents/caregivers will be connected to community resources.

a.) # of adult participants who report they have more knowledge of community resources and family supports.

b.) # of adult participants who report they are better able to access the resources available for their family when they need them.

10. ADDITIONAL INFORMATION

Please provide a brief agency/program history.

Community Links is a non-profit agency that has served the North Rocky View Region including Airdrie, Beiseker, Crossfield, Irricana, Balzac, Kathryn and the surrounding areas in the County of North Rocky View since 1982. The agency's purpose is to serve and promote the welfare of people in the North Rocky View community and to ensure that all people have access to services, resources, and opportunities they require to promote their well-being.

In addition to the primary prevention programs identified in this application, Community Links with its 41 employees, offers a variety of services and programs that address many needs and issues within the communities it serves. Residents that are served can be facing one or multiple issues such as: basic needs (housing, clothing, food, household items, medication, transportation, or recreation), financial and/or emotional strain, family dynamics, employment issues, bullying/family violence, special needs, and legal issues. Through advocacy and support, residents are connected to our programming or with other programs/services/resources that build on their abilities to address needs and growth. Residents can also receive counselling and assistance with connecting to childcare options, respite, parenting, and volunteer opportunities. The agency also works collaboratively with community members and partners to address identified gaps in service delivery or projects that promote healthy growth and development.

Some of the facts that we are proud to report for April 1, 2019 to March 31, 2020 are:

- Supported 5650 individuals (11% children 0 – 6, 18% children/youth 7 - 18, 59% adults and 12% seniors) through various programs and services. (Over a twelve-year period, we have worked with an average of 10,990 individuals annually);
- Worked with 3750 families.
- Connected residents over 7381 times with various additional supports.
- Provided 9046 referrals to individuals for additional support.
- 133 volunteers provided 5228 hours of support to the agency.
- 56% of staff have been with the agency over 5 years which speaks to the dedication that staff have towards the agency.

These statistics are a testament that we continue to work towards our Vision and together we can make a positive difference in the well-being of the community by meeting many of the social needs.

Overwhelming, research shows that parenting has a powerful impact on a child's ability to learn and behave appropriately. It also shows that parents need support and knowledge to do the job of parenting to the best of their abilities. "The foundation for strong and healthy children is set in the early years; starting even before they are born." (Alberta Government, July 2013, Together We Raise Tomorrow Project). The more skilled, knowledgeable, and resilient the parent is, the more opportunity there is for the child to acquire these tools as well. Every parent deserves to have access to evidence-based, reliable information about their child's development and how to best support them.

"Research demonstrates a strong link between what parents know about parenting and child development and how they behave with their children. Parents with more knowledge are more likely to engage in positive parenting practices, whereas those with limited knowledge are at greater risk of negative parenting behaviours." (Bartlett, Jessica Dym; Guzman, Lina; Ramos-Olazagasti, Maria A. September 25, 2019.) For example, a parent who does not understand that it is developmentally normal for an 18-month-old to have temper tantrums, may interpret this as intentional defiance and may respond with harsh discipline or a withdrawal of affection. If this pattern is repeated over a period of time, it may hinder the child's potential.

Some expected results of a quality family resource program include:

- less children and families requiring child protection services;
- more children with special needs and developmental delays can be identified early and connected to appropriate services;
- more Aboriginal children and parents participate in quality early learning activities;
- more parents and caregivers have improved parenting skills and knowledge of child development.

Research supports the need for children to have the opportunity to develop fully in all developmental areas. These skills are essential factors in determining the child's success in school and in life. We cannot assume all children have access to the activities that support optimal development and not all parents have the knowledge of where their child's development may be delayed. Our evidence-based, quality Early Childhood Programs offer parents the information and children the activities that support skill development so that children are ready to learn and thrive.

Parents have opportunities for input into when, where, and how programs are delivered and evaluated. Information and referrals are offered to empower parents to make decisions for their family.

We are working to increase awareness and use of developmental screenings by families and professionals including Physicians, preschools, playschools, and Family Day Home Providers. By increasing access to the questionnaires and offering appointments with Early Childhood Professionals, more questionnaires are being completed. In 2021, we have been able to offer an on-line tool for parents.

Our program has increased the amount of advertising and program promotion to raise awareness of what is available to families. Cost was identified as possibly preventing families from accessing services, so we offer programs at no cost or at substantially reduced rates. All families are welcome regardless of their ability to pay.

Request

In order to continue to best meet the needs of the community and to take advantage of future opportunities, we are respectfully asking for the County of Rocky View FCSS to fund:

- a.) increased financial support for lease costs of \$5,000.

Prevention programs have proven to be a very successful way to reduce or minimize the effects of potential crisis on families.

North Rocky View is rich in resources and it is our job to connect families with as many of those resources as possible so they can make informed choices as to what is most appropriate for them. This organization has a strong history of partnerships and collaborations in this community and in the Province. Our very successful partnerships with Rocky View Schools Adult Learning, libraries and community Schools have provided opportunities to expand Early Programs into rural communities.

Despite the need for different methods of service delivery due to the COVID crisis, we will continue to serve North Rocky View residents and meet our projected goals. The use of technology will enable us to maintain our services and offer programming both virtually and in-person. In 2022, the use of technology (ZOOM and YouTube) will enhance our existing programs and serve NRV residents by reducing barriers to services, such as; geographical barriers, inclement weather and poor driving conditions, and availability of child care. In 2022, we will be able to offer Webinars for topics on common parenting challenges, such as positive discipline and raising a responsible child. This will allow

parents, grandparents, and caregivers to access these programs without waiting for in-person classes to be offered and at a time most convenient for them. A Facilitator will be available to follow-up with the family to answer any questions. We will also continue to work with rural communities and schools to offer in-person programming when space is appropriate and available.

11. STORIES

Please provide 1 or 2 short anecdotal stories about some of your County rural clients who have received services from your organization, and how their situation has improved as a result of their involvement in this program. This story may be used for publication by FCSS. Please do not include any client identifying information.

Parent Comments:

- Thank you for this program. My daughter enjoyed it even it was on screen and not in person. Loved the instructors positivity and enthusiasm. Virtual Playdate, June 2021, anonymous.
- I have learned that play is important, a safe and calm environment helps children thrive, and new sensory/activity ideas for my children. Virtual Playdate, June 2021, anonymous.

Story:

- A parent expressed they were disappointed that programming had to be virtual again this year as they very much missed seeing other families in person and interacting during play and having parenting conversations. However, after attending the virtual playdate sessions this parent commented: I loved receiving the kits that accompanied the program so that my children had tangible materials to play with that corresponded with the lesson of the day. Doing the program on ZOOM certainly makes it easier to attend in terms of not having to pack up children, travel to town, and find parking. I cannot wait until we start in-person programming again, but I understand the need to stay healthy and safe and this type of class helps us fill our days, learn new things, and stay connected. Virtual Playdate, June 2021, anonymous.

**INSERT BUDGET DETAILS ON THE FOLLOWING PAGE
DO NOT INCLUDE IN-KIND SUPPORTS, ONLY ACTUAL DOLLARS
AN EXCEL SPREADSHEET IS AVAILABLE FOR INSERTION**

2022 Rocky View County FCSS Budget Page

Please ensure that section 9.6 starts on a page(s) with no other sections on the page(s). For consistency purposes, it is IMPERATIVE that you use the following template as provided and NOT modify it, other than adding additional lines.

9.6 INPUTS (Resources dedicated to the project. Include staff and budget for one year.)			
2022 PROPOSED BUDGET (Ensure all calculations are correct. Use the second column to itemize the program expenses to which you plan to direct County FCSS funds. Column 1 + Column 2 = Column 3)			
ITEM	Column 1 2022 Costs to be paid or contributed by the Applicant and other funding partners (Agency Contribution)	Column 2 2022 Costs to be funded by County FCSS (Program Request)	Column 3 2022 Projected Year End Total Project Budget (Total Cost)
EXPENSES			
PERSONNEL (specify positions and hours per week)			
FRS Manager (.91 fte)	62,041.93	11,369.00	73,410.93
Parent Coaches (3.3 fte)	144,330.28	22,316.00	166,646.28
Administrative Support / Stats	53,100.79	1,400.00	54,500.79
a. SUBTOTAL PERSONNEL	259,473.00	35,085.00	294,558.00
TRAVEL & TRAINING (specify)			
Staff Travel	166.00	34.00	200.00
Vehicle Exps	100.00		100.00
Staff Development	210.00	140.00	350.00
Facilitators	2,026.00	374.00	2,400.00
Association/Professional Fees	300.00		300.00
Program Evaluation	210.00		210.00
b. SUBTOTAL TRAVEL & TRAINING	3,012.00	548.00	3,560.00
MATERIALS AND SUPPLIES (specify)			
Program Activities	228.25	46.75	275.00
Program Supplies	725.75	174.25	900.00
Resources	415.00	85.00	500.00
Office Equip / Repairs & Maintenance	1,659.00	421.00	2,080.00
Office Expenses	1,705.00	170.00	1,875.00
c. SUBTOTAL MATERIALS AND SUPPLIES	4,733.00	897.00	5,630.00
OTHER (specify)			
Rent	23,880.00	19,720.00	43,600.00
Telephone	1,205.00		1,205.00
Advertising & Promotion	900.00		900.00
Community Development	175.00		175.00
Insurance & Bank Fees	707.00		707.00
Legal & Accounting	1,515.00		1,515.00
Fundraising Expenses	50.00		50.00
Volunteer / Board / Staff Recognition	25.00	250.00	275.00
d. SUBTOTAL OTHER	28,457.00	19,970.00	48,427.00
e. TOTAL EXPENDITURES (e=a+b+c+d)	295,675.00	56,500.00	352,175.00
REVENUE (specify other sources of funding including fundraising, fees for service, other grants, etc.)			
FCSS - City of Airdrie	284,430.00		
Donations	11,245.00		
f. TOTAL REVENUE	295,675.00		
g. FCSS REQUEST (DEFICIT = Total of Column 3 Expenditures – Total Revenue)		56,500.00	

COMPLETE THIS SECTION ONLY IF YOU RECEIVED 2021 COUNTY FCSS FUNDING AND ARE APPLYING FOR AN INCREASE.

12. 2022 FUNDING INCREASE REQUEST EXPLANATION	
A. 2021 County FCSS Grant	\$51,500.00
B. 2022 County FCSS Request	\$56,500.00
C. Does this request result from a decrease in other funding support? Specify.	
No	
D. Identify requested funding increase. List each category and the amount of increase (e.g. Personnel, Materials and Supplies).	
Lease cost – respectively requesting an additional \$5000.00 for 2022.	
E. Provide a rationale together with supporting data, using demographics as necessary.	
As an operational cost to deliver programs and services, Community Links is experiencing an increase in lease costs and therefore is requesting support to help meet this need.	
F. How will this increase impact clients and services? How will the change be measured? If the increase is not granted, what effect will it have?	
Space is essential for staff to provide programs and services to community residents.	
G. Outline the efforts already taken to accommodate the proposed program adjustment.	
Community Links continues to explore all other options of funding to support the lease costs.	
H. How many years have you received County FCSS funding?	
21	

North Rocky View Community Links Society
Board of Directors
August 2021

Brett Mark	Chair
Monica Simpson	Vice Chair
Kelly Ross	Treasurer
Dirk Bannister	Secretary
Julia Arndt	Director
Stuart Clark	Director
Michelle Wagner	Director



CommunityLinks

North Rocky View Community Links Organizational Chart

Strong Individuals Strong Families Strong Communities

BOARD OF DIRECTORS

Chair: Brett Mark
Vice Chair: Monica Simpson
Treasurer: Kelly Ross
Secretary: Dirk Bannister
Director: Julia Arndt
Director: Stuart Clark
Director: Michelle Wagner

EXECUTIVE ADMINISTRATION

Executive Director: Brenda Hume
Finance Manager: Denine Lucas
Fund Development Officer: Matthew Mitchell
Quality Assurance Coordinator: Elizabeth Wyczynski

ADMINISTRATIVE SERVICES

Manager: Suzanne Howe
Executive Assistant: Lori Henderson
Reception Lead: Kari Whyte
Reception: Denise McLean • Veronica Kenney • Amanda Robson (mat leave)
Administrative Support: Elsa MacDonald
Statistician: Carolyn Bubis
Toy Librarian: Joanne McDonnell

COMMUNITY ENGAGEMENT SERVICES

Manager: Laurie Jacob-Toews
Volunteer Services Coordinator: Michelle Carre • Marissa Hammer (mat. leave)
Peace Coordinator: Carmen McCarty

COUNSELLING SERVICES

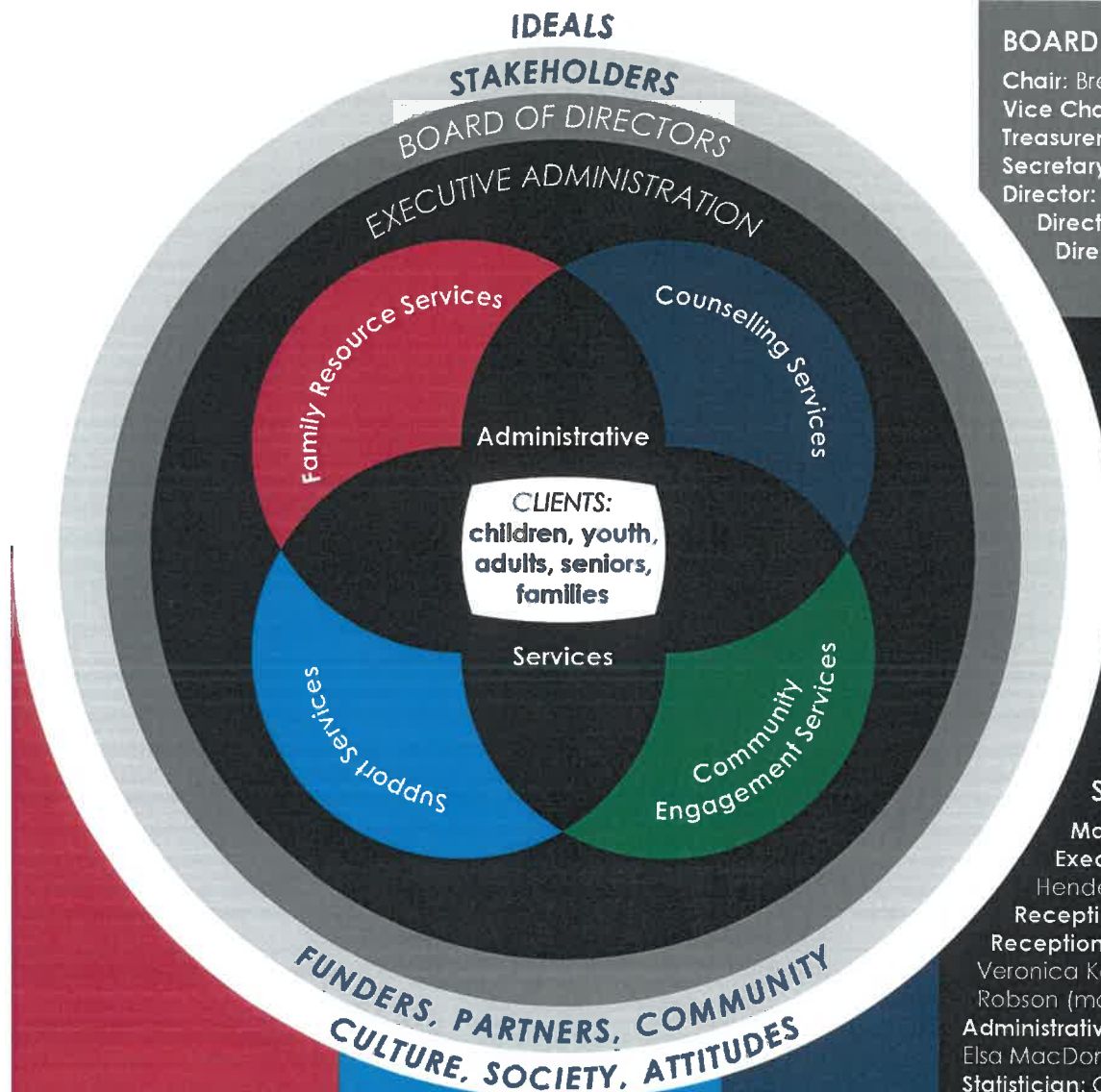
Counselling Services Manager: Vacant
Counsellors: Eileen Whitehouse • Karen Lazaruk • Dennis Esayenko • Tim MacDonald • Melissa Fonseca • Cindy Jeske • Kelsi Schmidt

SUPPORT SERVICES

Support Services Manager: Trudy Wilson
Community Support Worker: Tim MacDonald • Emma West • Hannah Fiegen • Kaylene Stone • Ben Miller
Senior Services: Mandy Drachenberg • Amee Busch
Navigator: Alyssa Kho
Respite Workers: (Supervised by Elissa Breakenridge) Crystal Palin • JoAnn Geiger • Chris Gibbs • Sue Der Stepanian

FAMILY RESOURCE SERVICES

Manager: Barb Gross
Early Intervention Supervisor & Parent Mentor: Elissa Breakenridge
Parent Mentor: Alice Schmitke • Alisha MacIsaac • Richa Bithar • Katie Marsh (mat. leave)
Family Child Care (FDH): Team Lead: Joanne Shanahan
FDH Consultant: Diane Campbell • Chantal





CONFIRMATION OF INSURANCE

This is to confirm to: To Whom It May Concern

That policies of insurance as herein described have been issued to the Insured named below and are in force at this date.

Name and address of Insured: NORTH ROCKYVIEW COMMUNITY LINKS SOCIETY

211-125 MAIN ST N
AIRDRIE, AB, T4B 0P7

Location to which this confirmation applies:

211-125 MAIN Street North
AIRDRIE, AB, T4B 0P7

Operations to which this confirmation applies: Civic,community, special interest (non-medical) associations or groups

Type of Policy	Policy Number	Expiry Date DD/MM/YYYY	Amount of Insurance
Commercial General Liability Products and/or Completed Operations Incl. <input checked="" type="checkbox"/> Excl. <input type="checkbox"/> Non-Owned Automobile Incl. <input checked="" type="checkbox"/> Excl. <input type="checkbox"/> Other:	1073628866	15/05/2022	Each occurrence limit: \$5,000,000 Aggregate limit: \$5,000,000 Tenant's Legal Liability: \$250,000 Non-Owned Automobile - limit: \$5,000,000 The limits shown may have been reduced by paid claims. Other:
Directors' and Officers'	n/a	n/a	Limit: n/a Deductible: n/a The limits shown may have been reduced by paid claims.
Errors and Omissions	n/a	n/a	Limit: n/a Deductible: n/a The limits shown may have been reduced by paid claims.

NOTE:

The insurance afforded is subject to the terms, conditions and exclusion of the applicable policy. This confirmation is issued as a matter of information only and confers no rights on the holder and imposes no liability on the Insurer. The Insurer will endeavour to mail to the holder of this Confirmation 0 days' written notice of any material change in or cancellation of these policies, but assumes no responsibility for failure to do so.

Date: 17/05/2021

Authorized Representative of the Insurer: ROCKYVIEW INSURANCE SERVICES AO12208



CommunityLinks

211, 125 Main Street N.W.
Airdrie, Alberta T4B 0P7

Incorporated in Alberta
10669-0241RR0001

Tel: 403.945.3900
Fax: 403.945.3901
Toll Free: 1.866.945.3905

www.nrvclab.ca

www.nrvclab.ca

Alberta Human Services

Strong
Individuals

Strong
Families

Strong
Communities

April 21, 2021

**Service Alberta,
Registries,
PO Box 1007,
Station Main,
Edmonton, Alberta, T5J 4W6**



SPECIAL RESOLUTION

I hereby certify that the following Special Resolution was passed at a meeting of the members of:

NORTH ROCKY VIEW COMMUNITY LINKS SOCIETY

On April 19, 2021.

The by-laws were changed as follows:

The existing by-laws are repealed.

They are replaced by the attached by-laws.

Date: April 21, 2021

Signature:

Name:

Dirk L. Bannister

Title:

Board Secretary



CommunityLinks

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www.nrvclab.ca

parentLINKcentre

Alberta Human Services

North Rocky View Community Links Society

Airdrie, Alberta

BYLAWS

Revised

February 2021



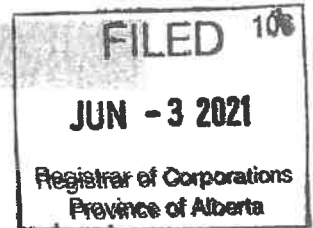
■
*Strong
Individuals*

■
*Strong
Families*

■
*Strong
Communities*



**North Rocky View Community Links Society Bylaws
Revised February 2021**



ARTICLE 1- PREAMBLE

- 1.1 North Rocky View Community Links Society is an organization amalgamated under the Societies Act of Alberta on March 31, 2008.
- 1.2 This document contains the general Bylaws of North Rocky View Community Links Society and must be presented in its entirety when being interpreted and administered. These bylaws regulate the transaction of business and affairs of North Rocky View Community Links Society.

ARTICLE 2- DEFINITIONS

- 2.1 The headings used throughout these Bylaws shall not affect the construction hereof. In the By-laws, unless the context otherwise requires, expressions defined in The Societies Act R.S.A. 2000, Chapter S-14 or any statutory amendment or modification thereof, shall have the meaning so defined. Where the context requires, words importing the singular only shall include the plural and vice versa; words importing any gender shall include all genders; and words importing persons shall include corporations and societies. Wherever reference is made to any statute or section thereof, such reference shall be deemed to extend and apply to any amendment of such statute.
- 2.2 By-laws includes these by-laws and any modification or alteration in force as required.
- 2.3 Community Resident means a person who resides in any of the communities that align with our current funding boundaries with the primary focus on the geographical region known as the Municipal District of Rocky View, specifically the north-east portion including the City of Airdrie.
- 2.5 Diversity means an inclusion of a variety of economic, age, gender, cultural, ethnic, social issues, and business perspectives being represented.
- 2.6 The Board and Board of Directors means the Directors of the Society.
- 2.7 Director shall mean an individual Director who is part of the Society's Board of Directors.
- 2.8 Month means calendar month.
- 2.9 Office means the registered office of the Society.
- 2.10 Society means North Rocky View Community Links Society.

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2.11 Special Resolution means:

- a) a resolution passed at a general meeting of which not less than 21 days' notice specifying intention to propose the resolution has been duly given, and
 - ii. by the vote of not less than 3/4 of those members who, if entitled to do so, vote in person,
 - iii. proxy votes will be accepted
 - iiii. email voting will be considered proxy voting
- b) a resolution proposed and passed as a special resolution at a general meeting of which less than 21 days' notice has been given; if all Members entitled to attend and vote at the general meeting so agree.
- c) a resolution consented to in writing by all the Members who would have been entitled at a general meeting to vote on the resolution
 - ii. In writing and written includes all methods of communication available at the time of communication representing or reproducing words in visible form.

2.13 The Societies Act means The Societies Act (Alberta) RSA 2000 Chapter S-14, as amended from time to time.

2.14 Confidential is a label applied to various information of the Society which is not public documentation and shall not be shared to persons or entities external of the Society except where legally required to do so.

2.15 Where all other definitions are in question, the reasonable interpretation based on context, intent, and past precedent shall be used to determine the definition.

ARTICLE 3- MEMBERSHIP

Membership Classification

3.1 Full Members

To be a Full Member, an individual must:

- a) Currently be a resident of the province of Alberta
- b) Be 18 years of age or older at the time Full Member status is applied for

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c) Successfully apply and be approved for Full Member status by the Board

d) Pay the annual membership fees for Full Members

Full Members shall be entitled to one (1) vote at the Annual General Meeting of the Society, Special Meetings of the Members, and other circumstances requiring the Full Member to exercise such power.

3.2 Group Members

To be a Group Member, the group must:

- a) Be a bona fide organization or business
- b) Submit an application for Group Membership status for consideration by the Board
- c) Pay the annual membership fees for Group Members

Group Members shall be entitled to one (1) vote at the Annual General Meeting of the Society, Special Meetings of the Members, and other circumstances requiring the Group Member to exercise such power.

3.3 Non-Voting Members at Large

To become a Non-Voting Member, the individual must:

- a) Be appointed by the Board through a carried motion

3.4 Honorary Members:

- a) An individual or group may be given the status of Honorary Member if the Voting Members constituting quorum at the Annual General Meeting of the Society pass a resolution recognizing the contributions of an individual or group to the Society or its' Objects.

3.5 All Members are responsible for supporting the mission, mandate, and objectives of the Society and behaving in accordance with these Bylaws. Each Member shall receive a copy of the Bylaws upon request.

3.6 Notwithstanding any other provision 'in these Bylaws, only Voting Members in good standing may vote, in person or by any means of a meeting platform as set forth in the Policy and Procedures of the Society , on matters presented for vote at any Annual General Meeting and Special Meetings of the Society.

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Membership Fees

- 3.7 The Membership Year shall be the Fiscal Year of the Society.
- 3.8 Membership fees shall be established by the newly elected Board of Directors at the first Regular Meeting of the Board of Directors following the Annual General Meeting of the Society

Admission and Registration of Members

- 3.9 The Register of Members shall be maintained by the staff of the Society and shall contain, when available, the legal name, address, telephone number, and email address of all Members.
- 3.10 The Register of Members will be treated as a confidential document and all reasonable precautions taken to ensure the protection of the information within it.
- 3.11 Any Member admitted to the Society is in good standing if:
- a) Membership Fees are current and not in arrears more than two (2) months
 - b) Have not been Suspended or Expelled as described in these Bylaws

Resignation of Members

- 3.12 A Member may withdraw from the Society by sending written notice of withdrawal to the Society. Withdrawal shall become effective upon receipt of such notice.
- 3.13 A Member who fails to pay the applicable renewal fee when their membership expires shall be deemed to have withdrawn from the membership and the member's name shall be removed from the Register of Members.
- 3.14 A Member may be suspended or expelled by the Society for conduct prejudicial to the good order of the Society by the simple majority vote of the Directors of the Board present at a Regular or Special Meeting of the Board, the Agenda for which included the proposed action.
- 3.15 A Member who has withdrawn, is suspended, or is expelled from the Society shall forfeit all rights and benefits; and shall not be entitled to any refund of the membership fee.

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Revised February 2021

Transferability of Membership

3.16 Membership in the Society, regardless of Membership Classification, is non transferrable.

Rights and Privileges of Members

3.17 Any Member in good standing is:

- a) Entitled to receive notice of Meetings of the Society as described in Article 5
- b) Entitled to attend Meetings of the Society as described in Article 5.
- c) Entitled to exercise other rights and privileges given to Members in these bylaws
- d) Not entitled to attend and/or participate in any part of a Meeting of the Society where the Board has moved into an "in-camera" session

3.18 Members entitled to a vote shall elect a Board of Directors to whom they shall delegate responsibility for the Governance of the Society.

ARTICLE 4 – MEETINGS

4.1 Formal meetings of the Society will be held as follows:

- a) The Annual General Meeting shall be held after March 31 and prior to October 1 of each year on the date, time, and place determined by the Board of Directors. The Annual General Meeting is the only general meeting of the Society.
- b) These meetings may take place in person or by any means of communications as set forth in the Policy and Procedures of the Society.
- c) Members attending meetings via electronic methods shall be deemed to be in attendance at the meeting and shall have every right and privilege of membership that is available to those members in actual attendance.
- d) The Board of Directors may, whenever it determines so, or upon written request of at least 33% of the Voting Members, may call a Special Meeting of the Society.

North Rocky View Community Links Society Bylaws
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- e) Notifications of Special or Annual General Meetings of the Society shall be communicated to the membership, at least twenty-one (21) days before the date fixed for the Meeting. Such notifications shall include the business to be transacted. Such notifications with any member of the society shall be in any form (email, telephone, text, etc.) of communication in existence at the time of the meeting.
- 4.2 No action taken at a Special or Annual General Meeting of the Society shall be invalid due to an accidental omission to give notice to any Member, any Member not receiving any notice, or any error in any notice that does not affect the meaning.
- 4.3 The Chair of the Board shall Chair all Special and Annual General Meetings of the Society. In the absence of the Chair of the Board, the Vice Chair of the Board shall assume the Chair.
- 4.4 If neither the Chair of the Board nor Vice Chair of the Board is present within one-half (1/2) hour after the set time for the Special or Annual General Meeting of the Society, the Voting Members present who are eligible to vote and constitute quorum shall select a Voting Member to preside as Chair of the meeting.
- 4.5 A Quorum shall constitute not less than twenty (20) percent of Voting Members as are present in person at a Special or Annual General Meeting of the Society. Should quorum not be met within one half-hour (1/2) of the meeting start time as described in the Notice to Members, the Chair of the Special or Annual General Meeting shall motion that the meeting be adjourned and rescheduled.
- 4.6 Notice of the failure to meet quorum shall be communicated to each Member, either electronically or by post, stating the date, time, and venue of the rescheduled Special or Annual General Meeting and indicating that the Members present at the rescheduled Special or Annual General Meeting shall qualify as quorum.
- 4.7 Voting at Special or Annual General Meeting of the Society shall be by show of hands except where explicitly stated in these bylaws or where a motion of the Members privileged to vote who are present and constitute quorum is passed instructing voting to be by other instrument.
- 4.8 The business at the Annual General Meeting shall include:
 - a) The Minutes of the last Annual General Meeting of the Society
 - b) The Chair of the Board's Report
 - c) Selection and appointment of the Society's Auditor
 - d) The Treasurer's Report and audited financial statements
 - e) Election of Directors to the Board

North Rocky View Community Links Society Bylaws
Revised February 2021

f) Other business, minutes, or reports, as necessary

- 4.9 Upon a carried motion of the Board to accept the recommendations of the Nomination Committee through the Governance Committee Mandate, those nominee names will constitute a "Nominee Slate" and the Nominee Slate shall be presented to the Members entitled to vote at the Annual General Meeting.
- 4.10 Nominations from the floor shall be accepted prior to putting the Nominee Slate to question.
- 4.11 The Board of Directors shall be elected at the Annual General Meeting of the Society according to the Bylaws, policies, and procedures of the Society.
- 4.12 Positions become effective following the close of the Annual General Meeting of the Society.

Meetings of the Board of Directors

- 4.13 The Board of Directors shall meet at least six (6) times each year, as directed by the Chair of the Board, to conduct the business of the Society and other functions as specifically assigned to the Board by these Bylaws.
- 4.14 The Chair of the Board may invite any person who is not a Board member to address the Board at any of its meetings, but no person who is not a Director of the Board may make any motions or vote as a Meeting of the Board of Directors.
- 4.15 The Chair of the Board may call a Special Meeting of the Board as needed. Upon receipt of a written request by three (3) Directors of the Board, and where such requests specifically state the business to be addressed, the Chair of the Board shall call a Special Meeting of the Board.
- 4.16 Notice of Meetings of the Board and the business to be transacted shall be provided to Directors with as much notice as possible.
- 4.17 A quorum for any Meeting of the Board of Directors shall consist of half plus one of the Directors present; either in person, or by way of conference call

Rules of Order

- 4.18 The most recent edition of Robert's Rules of Order shall govern all proceedings of all meetings of the Society, its constituents, and its committees except where these Bylaws mandate otherwise.
- 4.19 Where a conflict exists between the Rules of Order and the Bylaws, the Bylaws shall prevail.

North Rocky View Community Links Society Bylaws
Revised February 2021

- 4.20 All business of the Society shall be conducted in manner free of partisanship and/or interests diverge of the objectives of the Society.

ARTICLE 5- THE BOARD OF THE SOCIETY

The Board of Directors

- 5.1 The business and affairs of the Society shall be governed by a Board of Directors. The Board of Directors shall exercise and discharge the duties and responsibilities of the Society in a manner consistent with these Bylaws, mission, mandate, and objectives of the Society.
- 5.2 The Board of Directors shall be comprised of no more than eleven (11) and no less than four (4) Directors, each of whom shall be a Member of the Society.
- 5.3 The minimum number of Directors of the Board not being met shall not prevent the Society from operating; however, appointments to meet the minimum number of Directors shall be immediately sought.
- 5.4 Only Community Residents shall be eligible to sit on the Board of Directors, unless the existing Board passes motion waiving such requirement.
- 5.5 Directors of the Board shall be elected at the Annual General Meeting of the Society if there are more nominees than positions to be filled. If there are the same or fewer nominees, then they shall be declared elected except if there are fewer nominees than positions to be filled, in which case all nominees shall be declared elected.
- 5.6 Directors shall be elected for a term of two (2) years. Seats on the Board of Directors shall be staggered so that one-half (1/2) of Director seats are being replaced or re-elected while the other half are in the middle of their term to provide continuity and consistency. No Director may serve more than three (3) consecutive terms.
- 5.7 Directors having concluded three (3) terms are eligible for election to the Board of Directors following one (1) year separation from the Board.
- 5.8 No Director or Officer of the Society shall be paid any remuneration by the Society for the performance of his/her duties as a Director. Directors shall not profit financially because of carrying out normal duties of a Director as outlined in these Bylaws.

North Rocky View Community Links Society Bylaws
Revised February 2021

- 5.9 The Board of Directors shall govern the Society through the Policy Governance Model and shall not interfere with the functional operation of the Society except where just cause requires the Board of Directors to do so with the Chair of the Board or his/her designate being the instrument of needed interference.
- 5.10 Each Director of the Board shall only have one (1) vote at Meetings of the Board; except the Chair of the Board who shall only vote in the event of a tie vote.
- 5.11 Any Officer, Director, or Committee Member of the Society who publicly declares intention to run for election to or appointment for any political office (municipal, provincial, or federal) shall be automatically placed on a leave of absence from all positions as an Officer, Director or Committee Member until such time as the election process is concluded and official results announced. If successful, that Officer, Director, or Committee Member shall thereby be removed from any position with the Society.
- 5.12 No Director, Officer, or Committee Member of the Society shall use their involvement with the Society as leverage for personal gain or advocacy.
- 5.13 Directors and Officers shall notify the Board of Directors of any potential real or perceived conflicts of interest immediately upon being made aware of such potential.
- 5.14 The Board of Directors will maintain and enforce a "Board of Directors Policies and Procedures Manual" in which the roles and responsibilities of Directors and the Executive Committee shall be clearly specified.
- 5.15 As the Society may deal with persons at risk in fulfilling its objectives, all Directors of the Board must submit to the Chair of the Board a satisfactory criminal record check before any powers and privileges within these Bylaws will be granted. Failure to provide a satisfactory criminal record check within one (1) month of being elected or appointed shall be deemed resignation from the Board of Directors.

Roles and Responsibilities of Directors of the Board

- 5.16 Directors shall render decision on the annual budget for the next fiscal year no less than one (1) month prior to the fiscal year end. Directors must act in a fiscally responsible manner.
- 5.17 If, in the majority opinion of the Board of Directors, a Director of the Board or an Officer of the Society is negligent in carrying out his/her duties, it shall be the responsibility of the Board of Directors to remove and replace the Director.

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- 5.18 A Director who is absent from three (3) consecutive meetings of the Board of Directors, unless the reason for the absence is accepted by the Board of Directors, shall be deemed conclusively to have resigned from the Board of Directors with immediate effect.
- 5.19 Directors shall submit their intent to resign from the Board of Directors with at least (1) month notice to ensure the continuity of governance.
- 5.20 A Director's seat shall be vacant upon their death or incapacitation.
- 5.21 The Board of Directors shall implement and act upon an annual Board succession plan.

Executive of the Society

- 5.22 At the first Regular Board Meeting following the Annual General Meeting of the Society, the Board of Directors shall elect from among the Board of Directors an Executive consisting of a: Chair of the Board, Vice-Chair of the Board, Secretary, and Treasurer.
- 5.23 Executives shall serve a term of one (1) year upon completion of which they must be re-elected by the Board of Directors. Executives may serve a maximum of three (3) terms provided they do not exceed the maximum terms of a Director of the Board.
- 5.24 The Executive shall also form the Executive Committee which will meet periodically to review the operation of the Society and as required, to deal with emergency situations. Decisions made by the Executive Committee in matters that require immediate attention must be consistent with these Bylaws, the mission, and objectives of the Society, and the policies adopted by the Board.
- 5.25 The Chair of the Board shall:
- a) Supervise the affairs of the Board of the Directors.
 - b) Chair all meetings of the Society, the Board of Directors, and the Executive Committee.
 - c) Be an ex officio member of all Committees
 - d) Oversee the performance of the Society's Executive Director.
 - e) Carry out other duties which may be assigned by the Board of Directors.

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- f) Act as the official spokesperson for the Society except where such authority is delegated.

The roles and responsibilities of all other members of the Executive Committee shall be defined within the Policies and Procedures Manual for the Board of Directors of this Society.

- 5.26 Absences and vacancies shall be dealt with as follows:
- a) In the absence of the Chair of the Board, the Vice Chair of the Board shall assume the duties of the Chair
 - b) In the event of the unexpected absence of the Chair and Vice Chair of the Board from any meeting of the Society or Board, the Directors shall appoint from amongst them a representative to preside at that meeting

Committees of the Board

- 5.27 The Board of Directors may establish committees, with appointments to be made by the Board of Directors. The Board of Directors may dissolve committees or remove members from committees.
- 5.28 No committee of the Board shall have the authority to make decisions which would otherwise be within the jurisdiction of the Board of Directors unless such decisions are clearly identified within the committee terms of reference.
- 5.29 All committees shall have Terms of Reference established by the Board of Directors which must detail:
- a) The committee names
 - b) The committee structures
 - c) To whom the committee is accountable to
 - d) Resources available to the committee
 - e) The purpose of the committee
 - f) Authority of the committee
 - g) Duration of the committee
 - h) Deliverables of the committee
 - i) How the committee will communicate with the Board of Directors
 - j) Any other information or considerations deemed salient

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ARTICLE 6 - THE EXECUTIVE DIRECTOR

- 6.1** The Board of Directors may hire an Executive Director to carry out assigned duties.
- 6.2** The Executive Director reports to and is accountable to the Board of Directors through the Chair of the Board.
- 6.3** The Executive Director is considered a non-voting member of the Board of Directors.
- 6.4** The Executive Director acts as the administrative officer of the Board of Directors by:
- a)** Attending meetings of the Board of Directors and other meetings, as required
 - b)** Hiring, supervising, evaluating, and releasing all other paid staff
 - c)** Interpreting and applying policies of the Board of Directors
 - d)** Informing the Board of Directors of the affairs of the Society
 - e)** Ensuring the books of the Society are maintained, reliable and a true reflection of the Societies financial condition
 - f)** Preparing budgets for approval by the Board of Directors
 - g)** Ensuring alignment of organizational functions with the organization's Strategic Plans,
 - h)** Acting as legal authority in conjunction with the Board Chair for all society funding obligations
 - i)** Carrying out other duties and powers as assigned by the Board of Directors

ARTICLE 7- FINANCE AND MANAGEMENT OF THE SOCIETY

- 7.1** The registered office of the Society is located at 211-125 Main Street NW. Airdrie Alberta, T4B 0P7. Another place may be established by resolution of the Board of Directors.

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- 7.2 The Fiscal year of the Society shall be from April 1 to March 31 of the next year. At least once in each Fiscal year there must be an audit of the books, accounts, and records of the Society.
- 7.3 A qualified Accountant appointed at each Annual General Meeting of the Society must conduct an audit of the Society's records.
- 7.4 At each Annual General Meeting of the Society, the Auditor shall submit a complete statement of the books and records for the previous Fiscal Year.
- 7.5 For the purposes of carrying out its objectives, the Society may borrow or raise or secure payment of money in such manner as the Board of Directors sees fit provided that these do not conflict with the Societies Act of Alberta.

Seal of the Society

- 7.6 The Board of Directors may adopt a Seal of the Society.
- 7.7 The Secretary shall have custody of the Seal and shall have control over its use only when such control is delegated by the Board of Directors.
- 7.8 The Seal of the Society can only be used by Directors authorized by the Board of Directors. The Board of Directors shall pass a motion to name the authorized Directors.

Cheques and Contracts of the Society

- 7.9 The Executive Director and one designated Board member shall sign all cheques drawn on the accounts of the Society.
- 7.10 The Executive Director shall not sign any cheque being issued to themselves or any person which would constitute a real or perceived conflict of interest. Such determinations of conflict shall be made by the Board of Directors. In an emergent situation the Executive Director shall confer with the Chair and/or Vice Chair and if approval to sign these cheques is given, notification shall be made in the records and books of the Society.
- 7.11 Commitments on behalf of the Society which exceed the established budget can be made only with the approval of the Board of Directors.

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Inspection of Books and Records

- 7.12 The Secretary shall keep a copy of the Minute Book and shall record the Minutes of meetings of the Members and the Board of Directors.
- 7.13 The books and records of the Society may be inspected by any member at the Society's Registered Office during normal business hours, upon notice in writing delivered to the Secretary or the Treasurer at least four (4) full business days before the date proposed for such inspection.
- 7.14 Information and records of all meetings conducted in-camera shall be considered confidential.
- 7.15 In-Camera proceedings of a committee shall be accessible to the Board of Directors; however, they shall remain Confidential when addressed during a meeting of the Board of Directors.

Payments

- 7.16 Reasonable expenses incurred while carrying out duties of the Society may be reimbursed upon approval from the Board of Directors.

Indemnity of the Board of Directors

- 7.17 Each Director holds office with protection from the Society. The Society indemnifies each Director against all costs or charges that result from any act done in their role for the Society.
- 7.18 The Society does not protect any Director for acts of fraud, dishonesty, or bad faith.
- 7.19 No Director is liable for the acts of any other Director or employee. No Director is responsible for any loss or damage due to the bankruptcy, insolvency or wrongful act of any person, firm, or corporation dealing with the Society. No Director is liable for any loss due to an oversight or error in judgement, or by an act in his/her role for the Society, unless the act is of a fraudulent, dishonest, of bad faith nature.
- 7.20 Directors can rely on the accuracy of any statement or report prepared by the Society's auditor. Directors are not held liable for any loss or damage because of acting on that statement or report.

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- 7.21 Directors shall be further protected by the Society through the provision of Directors Liability Insurance.

ARTICLE 8 - AMENDING THE BYLAWS

- 8.1 The Bylaws of the Society may be rescinded, altered or added to by special resolution of its members at a Special or Annual General Meeting of the Society by the vote of at least three quarters (3/4) of those members present. A proposal to amend the Bylaws shall be published in the Society's newsletter, or otherwise communicated to the members in writing 21 days prior to the Special or Annual General Meeting of the Society at which the amendment or amendments are to be voted on.

ARTICLE 9 - DISTRIBUTING ASSETS AND DISSOLVING THE SOCIETY

- 9.1 If, at any Special or Annual General Meeting of the Society, a resolution for the dissolution of the Society is passed by at least seventy-five percent (75%) of the members present, the Directors shall sell or otherwise dispose of the property of the Society. After discharge of all liabilities, the residue shall be donated to such qualified recipients or charitable organizations, as defined by the Income Tax Act, selected by the Board. Upon completion of the above, the Society shall be dissolved.

Signed This 31 Day of May 2021


Brett Mark
Chair


Monica Simpson
Vice Chair

North Rocky View Community Links Society
Financial Statements
March 31, 2021

Management's Responsibility



To the Directors of North Rocky View Community Links Society:

Management is responsible for the preparation and presentation of the accompanying financial statements, including responsibility for significant accounting judgments and estimates in accordance with Canadian accounting standards for not-for-profit organizations. This responsibility includes selecting appropriate accounting principles and methods, and making decisions affecting the measurement of transactions in which objective judgment is required.

In discharging its responsibilities for the integrity and fairness of the financial statements, management designs and maintains the necessary accounting systems and related internal controls to provide reasonable assurance that transactions are authorized, assets are safeguarded and financial records are properly maintained to provide reliable information for the preparation of financial statements.

The Board of Directors is composed primarily of Directors who are neither management nor employees of the Society. The Board is responsible for overseeing management in the performance of its financial reporting responsibilities. The Board fulfils these responsibilities by reviewing the financial information prepared by management and discussing relevant matters with management and external auditors. Management is also responsible for recommending the appointment of the Society's external auditors.

MNP LLP is appointed by the Directors to audit the financial statements and report directly to them; their report follows. The external auditors have full and free access to, and meet periodically and separately with, both the Board of Directors and management to discuss their audit findings.

August 5, 2021


Brenda Hume, Executive Director



Independent Auditor's Report

To the Board Directors of North Rocky View Community Links Society:

Qualified Opinion

We have audited the financial statements of North Rocky View Community Links Society (the "Society"), which comprise the statement of financial position as at March 31, 2021, and the statements of operations, changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion section of our report, the accompanying financial statements present fairly, in all material respects, the financial position of the Society as at March 31, 2021, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Qualified Opinion

Common to many not-for-profit organizations, the Society derives a portion of its revenue from cash and in-kind donations, the completeness of which is not conducive to satisfactory audit verification. This revenue is reported as donations and fundraising on the statement of operations. Accordingly, our verification of these revenues was limited to amounts recorded in the records of the Society.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Society in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Society's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Society or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Society's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Society's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Society's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Society to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Calgary, Alberta

August 5, 2021

MNP LLP
Chartered Professional Accountants

North Rocky View Community Links Society
Statement of Financial Position

As at March 31, 2021

	2021	2020
Assets		
Current		
Cash and cash equivalents (Note 4)	879,449	537,506
Restricted cash (Note 4)	127,240	130,305
Accounts receivable	56,091	80,608
Goods and Service Tax receivable	7,955	6,821
Prepaid expenses	-	4,303
	1,070,735	759,543
Deposits (Note 5)	7,357	7,357
Property and equipment (Note 6)	1,173,851	1,289,013
	2,251,943	2,055,913
Liabilities		
Current		
Accounts payable and accrued liabilities (Note 7)	150,458	138,340
Deferred rental revenue	-	4,821
	150,458	143,161
Deferred contributions (Note 8)	682,112	455,114
Deferred capital contributions (Note 8)	611,200	631,106
	1,443,770	1,229,381
Commitments (Note 9)		
Significant event (Note 3)		
Net Assets		
Invested in property and equipment	562,651	657,907
Unrestricted	245,522	168,625
	808,173	826,532
	2,251,943	2,055,913

Approved on behalf of the Board of Directors

Director

DIRK BANNISTER

Director

The accompanying notes are an integral part of these financial statements

North Rocky View Community Links Society

Statement of Operations

For the year ended March 31, 2021

	2021	2020
Revenue		
Airdrie Housing Income	73,904	43,322
Alberta Government Critical Worker Benefit	34,892	-
Alberta Mental Health	21,598	-
COVID-19 Support Funding	50,000	-
Children's Services	786,635	483,185
City of Airdrie	1,114,403	963,240
Culture and Community Spirit	27,890	20,738
Donations and fundraising	237,067	194,062
Family Child Care	503,924	453,708
Interest and miscellaneous income	3,414	14,401
Parent Link Centre	-	445,064
Rocky View County (FCSS)	174,681	167,462
Rocky View Schools	18,781	9,630
Safe Communities	296,289	263,711
Strengthening the Foundation	4,500	4,500
Town of Beiseker (FCSS)	5,035	6,000
Town of Crossfield (FCSS)	6,316	11,000
Town of Irricana (FCSS)	3,000	3,000
United Way - grant	88,048	45,254
User fees	847,464	996,885
	4,297,841	4,125,162
Expenses		
Advertising and promotion	10,316	13,235
Alberta Government Critical Worker Benefit - Expenses	34,800	-
Auto and travel	12,861	10,628
Contract services	14,700	41,639
Emergency fund expenses	4,677	9,075
Family Child Care - Expenses	131	355
Family Child Care - Provider fees	1,023,161	1,066,161
Family Child Care - Subsidies disbursed	190,082	169,707
Fundraising	2,557	1,503
Insurance	13,808	11,120
Office supplies	37,606	45,473
Professional and staff development	19,483	12,163
Professional fees	32,932	34,214
Program supplies and facilitators	79,056	43,067
Renovation materials	-	1,587
Rent	381,984	381,139
Repairs and maintenance	32,698	29,223
Resources	1,691	12,120
Telephone	53,229	44,212
Utilities (Beiseker)	3,994	4,041
Volunteer	5,575	3,425
Wages and benefits	2,265,602	2,087,810
	4,220,943	4,021,897
Excess of revenue over expenses before other items	76,898	103,265

Continued on next page

The accompanying notes are an integral part of these financial statements

North Rocky View Community Links Society
Statement of Operations
For the year ended March 31, 2021

	2021	2020
Excess of revenue over expenses before other items <i>(Continued from previous page)</i>	76,898	103,265
Other income (expense)		
Amortization of deferred contributions for property and equipment	19,906	20,201
Amortization of property and equipment	(115,162)	(116,563)
	(95,256)	(96,362)
(Deficiency) excess of revenue over expenses	(18,358)	6,903

The accompanying notes are an integral part of these financial statements

North Rocky View Community Links Society
Statement of Changes in Net Assets
For the year ended March 31, 2021

	<i>Invested in property and equipment</i>	<i>Unrestricted</i>	2021	2020
Net assets, beginning of year	657,907	168,625	826,532	819,629
(Deficiency) excess of revenue over expenses	(95,256)	78,197	(18,358)	6,903
Net assets, end of year	562,651	246,822	808,174	826,532

The accompanying notes are an integral part of these financial statements

North Rocky View Community Links Society
Statement of Cash Flows
For the year ended March 31, 2021

	2021	2020
Cash provided by (used for) the following activities		
Operating		
(Deficiency) excess of revenue over expenses	(18,358)	6,903
Amortization of property and equipment	115,162	116,563
Amortization of deferred capital contributions	(19,906)	(20,201)
	76,898	103,265
Changes in working capital accounts		
Accounts receivable	24,516	47,772
Goods and Service Tax receivable	(1,134)	8,221
Prepaid expenses	4,303	697
Accounts payable and accrued liabilities	12,118	(48,653)
Deferred contributions	226,998	161,465
Deferred rental revenue	(4,821)	4,821
Increase in cash resources	338,878	277,588
Cash resources, beginning of year	667,811	390,223
Cash resources, end of year	1,006,689	667,811
Cash resources are composed of:		
Cash	254,490	214,216
Short-term investments	624,959	323,290
Restricted cash	127,240	130,305
	1,006,689	667,811

The accompanying notes are an integral part of these financial statements

North Rocky View Community Links Society

Notes to the Financial Statements

For the year ended March 31, 2021

1. Nature of operations

North Rocky View Community Links Society (the "Society") is a non-profit charitable organization incorporated under the Societies Act of Alberta. The purpose of the Society is to prevent family breakdown by enriching the quality of life of the residents of Airdrie and district.

2. Significant accounting policies

The financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations as issued by the Accounting Standards Board in Canada and include the following significant accounting policies:

Cash and cash equivalents

Cash is made up of balances held with financial institutions and short-term investments with a maturity period of less than three months. Cash subject to restrictions that prevent its use for current purposes is included in restricted cash.

Property and equipment

Purchased property and equipment is recorded at cost less accumulated amortization. Contributed property and equipment is recorded at fair value at the date of contribution less accumulated amortization. Property and equipment is amortized over the estimated useful lives at the following rates and methods:

	Method	Rate
Leasehold improvements	straight-line	over term of lease
Building under capital lease	straight line	over term of lease
Computer equipment	declining balance	30%
Vehicle	declining balance	30%
Office equipment	declining balance	20%

Revenue recognition

The Society follows the deferral method of accounting for contributions. Contributions that are restricted by the donor are recognized as revenue in the year in which the related expenses are incurred. Restricted contributions received for the purchase of property and equipment are initially deferred and recognized as revenue over the useful life of the asset. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Contributed materials and services

The Society records the value of contributed materials and services when the fair value can be reasonably estimated, and when the material and services are used in the normal course of the Society's operations. Because of the difficulty in determining their fair value, contributed services and materials are not recognized within the financial statements.

Financial instruments

The Society recognizes its financial instruments when it becomes party to the contractual provisions of the financial instrument. All financial instruments are initially recorded at their fair value, including financial assets and liabilities originated and issued in a related party transaction with management. Financial assets and liabilities originated and issued in all other related party transactions are initially measured at their carrying or exchange amount in accordance with Section 3840 *Related Party Transactions*.

At initial recognition, the Society may irrevocably elect to subsequently measure any financial instrument at fair value. The Society has not made such an election during the year.

The Society subsequently measures all financial instruments at fair value, without any deduction for transaction costs incurred on sale or other disposal. Gains and losses arising from changes in fair value are recognized immediately in the statement of revenue and expenses and net assets. The fair value of the financial instruments approximate their carrying value due to the short term nature of these investments.

North Rocky View Community Links Society

Notes to the Financial Statements

For the year ended March 31, 2021

2. Significant accounting policies *(Continued from previous page)*

Financial asset impairment

The Society assesses impairment of all its financial assets measured at cost or amortized cost. When there is an indication of impairment, the Society determines whether it has resulted in a significant adverse change in the expected timing or amount of future cash flows during the period. If so, the Society reduces the carrying amount of any impaired financial assets to the highest of: the present value of cash flows expected to be generated by holding the assets; the amount that could be realized by selling the assets; and the amount expected to be realized by exercising any rights to collateral held against those assets. Any impairment, which is not considered temporary, is included in current period earnings.

The Society reverses impairment losses on financial assets when there is a decrease in impairment and the decrease can be objectively related to an event occurring after the impairment loss was recognized. The amount of the reversal is recognized in excess of revenues and expenses, and retained earnings - end of period in the period the reversal occurs.

Use of estimates

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and revenue and expenses during the reporting period. Accounts receivable are stated after evaluation as to their collectability and an appropriate allowance for doubtful accounts is provided where considered necessary. Amortization is based on the estimated useful lives of property and equipment.

These estimates and assumptions are reviewed periodically and, as adjustments become necessary they are reported in excess of revenues and expenses in the periods in which they become known.

Income taxes

The Society is registered as a charitable organization under the Income Tax Act (the "Act") and, as such, is exempt from income taxes and is able to issue donation receipts for income tax purposes. In order to maintain its status as a registered charity under the Act, the Society must meet certain requirements within the Act. In the opinion of management, these requirements have been met.

3. Significant event

Starting in the prior year and continuing subsequent to year-end, there was a global outbreak of COVID-19 (coronavirus), which has had a significant impact on businesses through the restrictions put in place by the Canadian, provincial and municipal governments regarding travel, business operations and isolation/quarantine orders. As a result of these restrictions, the Society was required to change the operations for in-person programs while some other projects ended and the related funding was not renewed. Despite these adverse changes, the Society experienced an increase in funding during the year when compared the prior year as a result of additional COVID-19 relief funding received from various organizations, the restructuring of many of the programs that continued from the prior year, and the development of new projects. In addition, management estimates that the current year programs will continue into the next year as the different levels of government continue to ease the restrictions imposed on the operations of businesses.

North Rocky View Community Links Society
Notes to the Financial Statements
For the year ended March 31, 2021

4. Cash and cash equivalents

	2021	2020
Unrestricted funds - general operating account	254,490	214,216
Unrestricted funds - short-term investments (GIC's)	624,959	323,290
Total unrestricted funds	879,449	537,506
Restricted funds - Casino	127,240	130,305
Total cash and cash equivalents	1,006,689	667,811

Net receipts from casino and gaming activities and related investment income are held in a separate account, and may only be used for certain expenditures authorized by the Alberta Gaming, Liquor, and Cannabis Commission and the Society's Board of Directors.

5. Deposits

Long-term deposits consist of a security deposit for the Airdrie office.

6. Property and equipment

	Cost	Accumulated amortization	2021 Net book value	2020 Net book value
Leasehold improvements - main office (Journey to One)	985,626	407,165	578,461	683,636
Building under capital lease	665,010	77,249	587,761	594,479
Computer equipment	71,817	65,794	6,023	8,604
Vehicle	26,757	25,151	1,606	2,294
Office equipment	67,614	67,614	-	-
Leasehold improvements	136,654	136,654	-	-
	1,953,478	779,627	1,173,851	1,289,013

The Society's lease for the building in Beiseker is accounted for as a capital lease and is being amortized over its 99 year lease term.

7. Accounts payable and accrued liabilities

	2021	2020
Accounts payable and accrued liabilities	128,508	112,443
Government remittances payable	21,950	25,897
	150,458	138,340

North Rocky View Community Links Society

Notes to the Financial Statements

For the year ended March 31, 2021

8. Deferred contributions

Deferred contributions represent unspent donations received by the Society designated by the donor for a specific purpose.

	2021	2020
Balance, beginning of year	1,086,220	944,956
Contributions recognized as revenue in the year	(2,315,253)	(244,383)
Contributions received relating to future years	2,522,345	385,647
Balance, end of year	1,293,312	1,086,220

Deferred contributions are comprised of the following:	2021	2020
Alberta Mental Health	178,402	-
Airdrie housing	7,441	20,690
Beiseker building (Capital contribution)	547,094	553,812
Calgary Foundation	33,404	4,125
Casino funding	120,240	130,305
City of Airdrie	75,689	185,683
Donations and fundraising	209,486	60,429
Family Child Care (CS)	32,892	-
FCSS - Beiseker	965	3,814
Home Front - Safe Communities	-	16,290
Journey to One - main office renovation (Capital contribution)	62,500	75,000
Rocky View County (FCSS)	8,487	16,699
Rocky View Schools	6,606	17,079
Town of Crossfield (FCSS)	8,500	-
Vehicle donation (Capital contribution)	1,606	2,294
Ending balance	1,293,312	1,086,220

During the fiscal year 2015, a donation was received to purchase a van. The vehicle donation balance above represents the remaining amount of that donation to be recognized as revenue in future years.

During the fiscal year 2017, the Society completed renovations to its main office in order to have all employees in one location. Funds received in respect of the renovation are recognized as revenue over the remaining term of the lease, which expires in March 2026.

During the fiscal year 2009 the society entered into a 99 year lease with the Village of Beiseker, the Beisiker building deferred contributions represent the donations received for the leasing of the building. These contributions are being recognized as donation revenue over the term of the lease.

9. Commitments

The Society has entered into various lease agreements with estimated minimum annual payments as follows:

2022	248,364
2023	251,813
2024	262,162
2025	265,611
2026	275,960
	<u>1,303,910</u>

North Rocky View Community Links Society

Notes to the Financial Statements

For the year ended March 31, 2021

10. Additional information to comply with the disclosure requirement of the Charitable Fund-raising Act and Regulations of Alberta

During the year, the following income and expenditures were recorded with respect to fund-raising activities:

	2021	2020
Gross contributions and donations received	237,067	157,561
Total fundraising expenses, including expenses incurred to solicit contributions and remuneration paid to employees whose principal duties involved fundraising.	62,357	32,810

11. Financial instruments

The Society, as part of its operations, carries a number of financial instruments. It is management's opinion that the Society is not exposed to significant interest rate, currency, credit, liquidity or other price risks arising from these financial instruments except as otherwise disclosed.

Liquidity risk

Liquidity risk is the risk that the Society will not be able to meet its financial obligations as they are due. The Society is exposed to this risk mainly in respect of its continued receipt of grants and donations.

12. Comparative figures

Certain comparative figures have been reclassified to conform with current year presentation.



**Rocky View County
Family & Community Support Services (FCSS)**

2022 FCSS GENERAL FUNDING APPLICATION

(FUNDING PERIOD: January 1 – December 31, 2022)

ALL INFORMATION PROVIDED IS PUBLIC

APPLICATION DEADLINE IS 4:00 P.M. AUGUST 30, 2021 NO EXCEPTIONS

1. ORGANIZATION INFORMATION	
Organization Name	North Rocky View Community Links Society
Program Name	Community Connections (previously named Outreach and Communications Program)
FCSS Funding Request (over \$7,500) (from Section 9.6 C Proposed Budget)	\$105,500.00
E-Mail Address and Website	info@nrvc.ab.ca and www.nrvc.ab.ca
Mailing Address (include postal code)	#211, 125 Main Street NW, Airdrie, AB, T4B 0P7
Street Address (for courier purposes)	Same as above
Agency Telephone Number	403-945-3900
Agency Fax Number	403-345-3901
Executive Director Name	Brenda Hume
Program Contact Name	Trudy Wilson/ Laurie Jacob-Toews
Phone Number (If different from above)	403-945-3932/ 403-945-3955

2. CERTIFICATION OF COMPLIANCE
<p>This is to certify that to the best of my knowledge and belief, the information included in this application 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)</p> <p align="center">A program outcomes evaluation is required by February 28, 2023 if your application is successful</p>

Brenda Hume

Signature (Agency Signing Authority)

Executive Director
Title

Brenda Hume

8/25/2021

Print Name

Date

Submit Completed Documents to, or for further assistance contact:

Dimitri Dimopoulos, FCSS Coordinator
Rocky View County
262075 Rocky View Point
Rocky View County, AB T4A 0X2

For further assistance, please call 403.520.1289 or email fcss@rockyview.ca

Please note that faxed or e-mailed copies of the application will not be accepted. It is strongly recommended that you courier or hand deliver your proposal (printed single sided pages only) and request confirmation of receipt.
APPLICATION DEADLINE IS 4:00 P.M. AUGUST 30, 2021 - APPLICATIONS NOT RECEIVED BY THIS DEADLINE WILL NOT BE ACCEPTED.

☐ Please email confirmation of receipt of this application to: lori@nrvc.ab.ca



Please indicate how you heard of the Rocky View County FCSS Program:

_____ newspaper ad _____ social media _____ website visit/search

_____ word of mouth X other (specify) Previous recipient

3. SOCIETY MEMBERSHIP (current)	
Number of Members	26
Membership Fee Per Member	\$1.00

4. TYPE OF ORGANIZATION		
Alberta Societies Act Registration Number:	5013937874	
Charitable Number (if have one):	106690241 RR0001	<input type="checkbox"/> Government Agency

5. DAYS AND HOURS OF OPERATION OF THE PROGRAM							
	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
	Airdrie Office 8:30 am-4:30 pm Beiseker Office Closed	Airdrie Office 8:30 am-4:30 pm Beiseker Office 9:30 am-3:00 pm	Airdrie Office 8:30 am-4:30 pm Beiseker Office Closed Crossfield Satellite Office 10:00 am-1:00 pm (2 nd Wed of each month) Irricana Satellite Office by appointment	Airdrie Office 8:30 am-4:30 pm Beiseker Office Closed	Airdrie Office 8:30 am-4:30 pm Beiseker Office 9:30 am-3:00 pm	Closed	Closed
OPERATING HOURS							
Dates not Open:	On week between December 25 th and January 1 st						
Statutory Holiday:	Closed			Other	Our Airdrie office is closed from 12:00- 1:00 pm daily. The agency is closed the 3 rd Wednesday of each month from 12:00- 4:30 pm for staff meeting		

6. DOCUMENTATION REQUIREMENTS:	ATTACHED
<u>Do not provide other attachments unless requested to do so.</u>	
List of current agency Board of Directors by name and Board position (Board information is requested to ensure sufficient governance and make members accessible to administration, if required.) Do not include personal contact information (home addresses, emails, or phone numbers).	<input checked="" type="checkbox"/>
Fee Policy and Schedule (if applicable)	<input type="checkbox"/>
Organizational Chart of Agency	<input checked="" type="checkbox"/>
Certificate of Incorporation under the Societies Act if new applicant. (Not applicable to other municipal governments and associated departments)	<input type="checkbox"/> Included <input type="checkbox"/> Not Applicable

Constitution and Bylaws (first time applicants only unless changes were made by previously funded groups)	<input checked="" type="checkbox"/>
Job description(s) for County FCSS funded positions requested (first time applicants only unless changes were made by previously funded groups)	<input type="checkbox"/>
Most recent Audited Financial Statement	<input checked="" type="checkbox"/>

The personal information on this form is being collected for the purpose of determining eligibility of an applicant to receive FCSS funding; to assist in administering the FCSS funding; and to monitor, assess, and evaluate your program. This information is collected under the authority of Section 33 (c) of the Freedom of Information and Protection of Privacy Act and may become public information once it is submitted to the FCSS program. Questions regarding the collection of this information can be directed to the Manager, Recreation and Community Services at 403.520.6307.

7.1 PROGRAM DESCRIPTION
Provide a brief program description in a few sentences (to be used for publication by FCSS)
<p>The Community Connections Program provides services and supports to all ages (children, youth, adults, seniors, and families) as well as referrals to other agencies and organizations. The Community Connections Program helps individuals and families identify appropriate resources to assist them to increase community participation and promote social inclusion and to build capacity which fosters resilience. Support is provided to address various primary prevention concerns which include, but are not limited to, education, employment, forms assistance, special needs resources, legal referral, parenting support and connections, outreach, assistance with projects/ initiatives, and information on community and agency services (including childcare options and volunteer opportunities). In addition to being a resource for community residents, various other service providers contact Community Links for consultation and information about programs available to assist the community members they are supporting.</p>

7.2 PREVENTION		
In what way(s) is your program preventive in nature? Check the appropriate items from the following list. You will be required to report on each of the Outcomes that you have selected.		
Provincial Outcome	Rocky View County Outcomes	
Improved social well-being of individuals	Outcome 1: Individuals experience personal well-being. Indicators: Resilience; self-esteem; optimism; capacity to meet needs; autonomy; competence; personal engagement; meaning and purpose.	<input checked="" type="checkbox"/>
	Outcome 2: Individuals are connected with others. Indicators: Quality of social relationships; social supports available; trust and belonging.	<input checked="" type="checkbox"/>
	Outcome 3: Children and youth develop positively. Indicators: Developmental assets.	<input type="checkbox"/>

Provincial Outcome	Rocky View County Outcomes	
Improved social well-being of families	Outcome 4: Healthy functioning families. Indicators: Positive family relationships; positive parenting; positive family communications.	<input type="checkbox"/>
	Outcome 5: Families have social supports. Indicators: Extent and quality of social networks; family accesses resources as needed.	<input type="checkbox"/>

Provincial Outcome	Rocky View County Outcomes	
Improved social well-being of the community.	Outcome 6: The community is connected and engaged. Indicators: Social engagement; social support; awareness of the community; positive attitudes toward others and the community.	<input checked="" type="checkbox"/>
	Outcome 7: Community social issues are identified and addressed. Indicators: Awareness of community social issues; understanding of community social issues; agencies and/or community members work in partnership to address social issues in the community.	<input checked="" type="checkbox"/>

7.3 PRIMARY TARGET

Indicate the Primary target at whom the program is aimed by estimating the percentage of the program's FCSS allocation that is directed to services in the following categories.

Children	5	%
Youth	10	%
Families	30	%
Adults	25	%
Seniors	5	%
Volunteerism	15	%
Community Development	10	%
Total	100	%

7.4 SOCIAL SERVICE CONTINUUM

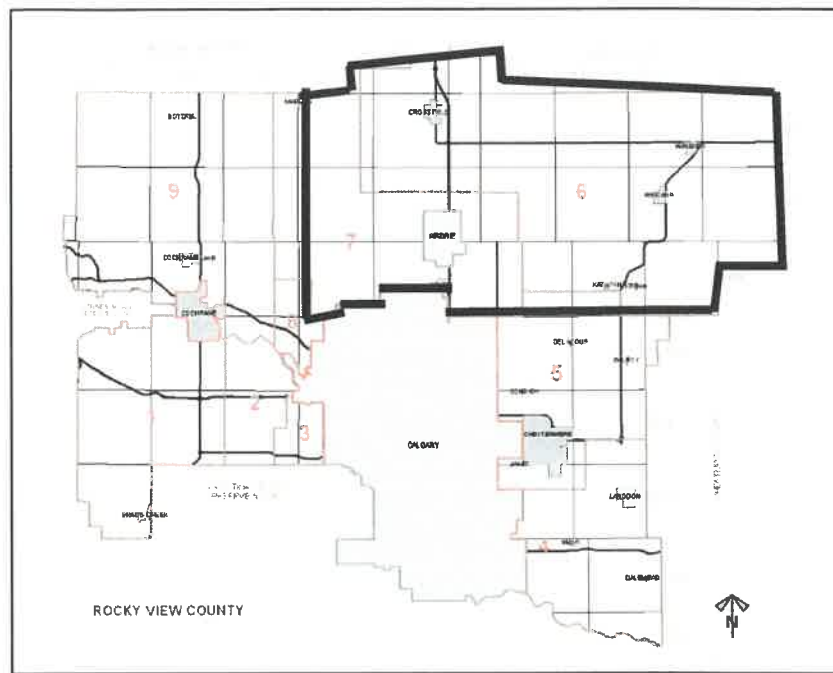
Please indicate the percentage of each section below that your program provides.

• Promotion: Programs and services that promote public education and awareness of social needs.	20	%
• Prevention: Programs and services focused at the earliest opportunity on individuals and families whose social well-being in community life is at risk.	80	%
• Early Intervention: Programs and services focused on individuals and families with identified early signs of unmet needs, who require support to enhance their social well-being.		%
• Specialized Services: Programs and services for individuals and families focused on emerging social needs not yet sufficiently addressed by community support.		%
• Remediation Services: Programs and services for individuals and families with clearly defined unmet needs, who require assessment, intervention, and treatment to enhance their social well-being.		%
Total	100	%

8. COORDINATION AND COMMUNICATION

A. Identify organizations within the program's catchment area (define your region of operation; include towns and border of service area and also clearly mark it on the map with thick black lines) that provide similar services.

Community Links serves Airdrie, Balzac, Beiseker, Crossfield, Irricana, Kathryn, and surrounding North Rocky View Region. There are other organizations that support the schools in North Rocky View (i.e., Boys and Girls Club of Airdrie, Closer to Home- Viewpoints, Stepping Stones to Mental Health), although the specific programs offered are not the same as those offered through Community Links. The Highland Primary Care Network also has Social Workers who are connected with each physician's office in North Rocky View.



B. What cooperative and coordinative steps has the program taken with these agencies?

In order to avoid duplication and to maintain a collaborative relationship with these partner agencies, we promote inclusive discussions about what programming and supports are being offered by each agency. We offer to meet with staff in these agencies to share information about what we do and to find out more about what services they provide. We work together to promote one another's programs. When possible, we get permission from mutual program users so we can work collaboratively with partner agencies to ensure the program users needs are being met.

C. Describe the similarities and differences between the proposed program and those identified as being delivered by other organizations.

The Boys and Girls Club, Closer to Home, Stepping Stones to Mental Health and Community Links are all available to provide supports in the schools. We work with the individual schools and these partner agencies to determine which programs are best suited for each of us to facilitate and where partnership opportunities exist. We are willing to co-facilitate these groups in the schools, should the request arise. A monthly school supports group is hosted as a means to share information and maintain collaboration; an outcome of this group is a combined programs document.

Staff from each agency bring their own unique experience and expertise to programs. Staff from the Boys and Girls Club are familiar with resources and supports relevant to youth. Stepping Stones staff are based in the school and have a good understanding of the school culture. Community Links staff have a broad understanding of community supports available for all ages. The combined skills and staff from different agencies offer program participants a rich and diverse experience.

The HPCN Social Workers provide assessments and forms assistance, however, they focus on those applications which require a physician's support. Community Links staff are able to provide support with all types of applications. We have a very collaborative working relationship with HPCN Social Workers and staff to ensure our common clients are being referred when necessary and experience a seamless transition as they move between the different supports they require to meet their needs.

OUTCOMES MODEL

(For further information on the outcomes model contact the County FCSS program for a copy of a toolkit.)

9.1 AGENCY/PROGRAM VISION

Desired social condition. May be your agency's existing vision statement.

Strong Individuals Strong Families Strong Communities

9.2 AGENCY/PROGRAM MISSION

Unique role in working towards the desired social condition. What are you currently doing to achieve your mission (e.g. other programs and services that are not a part of this application for funding)?

To inspire hope, support healthy development, strengthen wellbeing and resiliency by connecting individuals and families to services, supports, and resources in our communities.

In addition to the supports provided through the Community Connections Program, our agency provides a wide variety of services that span from birth to seniors. Some examples of this are: Counselling, Family Child Care, Family Resource Services, Respite and the Toy Library.

9.3 STATEMENT OF NEED

Problem statement; description of the situation you wish to change.

If we can provide information to residents, increase their awareness and access to community resources, and increase their social skills, we can create a more active and engaged community.

9.4 STRATEGY/ACTIVITIES

How will the program address the specified need? What goal or long-term change or impact do you want to achieve? What are you going to do in the program to achieve your goal(s)?

Program Goal: To provide Rocky View County residents with information, education and connections to community resources and supports that will improve their community participation and competence.

Strategies:

The Community Connections Program addresses primary prevention concerns Monday to Friday by providing information and facilitating connections to help individuals and families identify appropriate resources and natural supports that can assist them to increase social inclusion. By getting people connected to their community and the supports they require, the Community Connections Program is providing them with the tools they need to address their situation as well as increasing the individual's resilience and ability to address future concerns.

Preventative educational groups and workshops are offered in the community and in collaboration with community partners to build skills and competence of program participants and increase awareness of community supports. Thirty group/workshop sessions will be offered in 2022 for adults and youth. These groups/ workshops will be offered in the community, in collaboration with local community groups, and local schools. The groups/workshops will range from 1-8 sessions.

The Community Connections Program provides opportunities for community members to be empowered to take ownership of their personal situation and encourages them to take the lead in problem solving. Our process of working with people is client-driven; decisions being made are always in the best interest of the person who is seeking service. We use a strengths-based approach, focusing on the assets of the person seeking service. We utilize these approaches with a goal of having the community member achieve an increased sense of self confidence and well-being that will increase their capacity for the future.

Program staff participate in community engagement; they attend community events, network with staff from partner agencies, to ensure collaboration between services, which contributes to a more streamlined service delivery for program users. In addition, awareness of events helps to promote community participation.

Residents can connect with the various support options as a continuum of care to increase their community participation and competence.

Pre and post-surveys are implemented to evaluate program effectiveness and for quality assurance purposes. Participant input provides valuable feedback about the services provided.

Volunteerism

Program Goal: To build capacity and strengthen the community by providing engaging and meaningful volunteer opportunities for Rocky View County residents

Strategies:

Rocky View County residents of all ages are recruited as volunteers. These individuals are interviewed and matched to suitable volunteer placements, based on their interests, skills, experience, personal goals and agency needs. Volunteer opportunities are available throughout the year and are communicated through the Community Links website and social media, as well as through local media, Volunteer Airdrie and word of mouth. The required length of commitment for volunteers can vary from a few hours to long term. An agency and role orientation are provided during volunteer onboarding and job-specific training as well as ongoing support is provided through Program staff. A minimum of two training sessions will be hosted in 2022. Annual satisfaction surveys and ongoing volunteer appreciation are integral parts of the program to ensure a rewarding experience for participants.

The Volunteer component of the program strengthens community residents as well as the entire community by connecting people and building social cohesion. Through volunteering, citizens develop a sense of common identity, confidence in one's neighbour and a feeling of community support and safety.

Surveys are implemented to evaluate program effectiveness and for quality assurance purposes. Participant testimonials also provide valuable feedback about the services provided.

Recruitment is a continual process. Our Volunteer Program offers volunteer opportunities that are flexible and episodic (i.e. during summer months when children and the senior "snow birds" are at home). This flexibility is a planned retention strategy that ensures the development of a healthy balance for our volunteers and demonstrates our respect for our volunteer's commitments and priorities. Community Links' Mission, Vision and Guiding Principles are also reflected through this strategy.

9.5 RATIONALE

An explanation of why you believe this strategy or approach will work; include research if possible.

Intake

A foundational component of the Community Connections Program is providing information, education and connection to community members. Through our work in other communities, we know a lack of information on services available is often a barrier to people accessing services. Based on information gathered related to community members accessing services at Community Links between January 1 and December 31, 2020 it is noted 22% of community members reported "information needed" as the presenting issue. In addition to providing information, 7366 referrals were completed with a goal of connecting community members with appropriate resources.

Michael Under, PhD, provides insight into the significance of facilitating connections to resources. Throughout his book *Change Your World*, he repeatedly stresses that having personal skills and motivation are not enough; it is critical to have access to external resources to foster resilience. He makes specific statements like: "It is true as human beings, we have internal resources to help us thrive... but that internal resources are seldom of much use unless we are also given the external resources we need to succeed." and, "They (his clients) needed to be able to navigate their way to the resources they needed while negotiating for those resources to be provided in ways that were meaningful to them." Unger, Michael. (2018). *Change Your World. The Science of Resilience and the True Path to Success*. Sutherland House.

The Community Connections Program supports individuals of all ages and recognizes the importance of supporting seniors in North Rocky View. This support is provided one on one and through participation in groups. This work is supported in the research found in the Age Friendly and Remote Communities: Guide, "Social networks, social participation and feelings of belonging are important to health living, disease prevention and the prevention of isolation among seniors. Older people who remain active in society and socially connected are happier, physically and mentally healthier, and better able to cope with life's ups and downs." Federal/ Provincial/ Territorial Ministers Responsible for Seniors. (2018). *Age- Friendly Rural and Remote Communities: Guide*, retrieved from https://www.phac-aspc.gc.ca/seniors-aines/alt-formats/pdf/publications/public/healthy-sante/age_friendly_rural/AFRRRC_en.pdf.

Groups and Workshops

The Community Connections Program promotes healthy communities through the delivery of educational groups and workshops, providing a safe place for social connection, skill building, and support which promotes future resilience. Groups and workshops are provided in the community, in collaboration with community partners, and in schools.

Over the last year we have experienced the value of online connection; it is our goal to continue to explore the suitability of online groups and workshops and the potential development of webinars as a way to increase access and promote social inclusion.

The success of the Community Connections Program in assisting residents to increase their knowledge of resources, fostering connections, and building skills between January 1, 2020 and December 31, 2020 is demonstrated by the following:

- 100% of participants in the Budgeting Basics workshop reported feeling better about their ability to solve problems, and 89% reported knowing more about how to access resources in the community.
- 71% of participants in the Girls/Guys Circles reported feeling better about ability to take action towards improving their life. When asked what they learned reported: “making friends and improving my life”, “to be kind”, and “how to solve problems”.
- 100% of participants in Pregnancy & Beyond reported feeling better about their ability to solve problems, 100% reported knowing more about how to access the community resources in the community.
- 88% of PRYSM participants reported feeling better about their ability to take action towards improving their life.

Information provided in the FCSS Research Brief 5, related to community development, highlights some key components of capacity building, which align with the work of Community Links. The report suggests, “Although there is no single model for neighbourhood development or capacity building, in generally it involves:

- Equipping people with skills and competencies they would not otherwise have.
- Realizing existing skills and developing potential.
- Promoting increased self-confidence.
- Promoting people’s ability to take responsibility for identifying and meeting their own needs. Encouraging people to become more involved in the neighbourhood and in the broader society.” Calgary Neighbourhoods. 2020. Community Development. (Calgary, AB: Family & Community Support Services, The City of Calgary).

This research not only supports the work of the Community Connections Program, but also the underlying values of the program including empowerment, being client driven, and strengths based.

Engagement

Community Links works hard to build relationships with other service providers to ensure we are providing the most up-to-date and accurate information possible regarding other programs being operated in our community and/or available for residents. These relationships not only facilitate increased awareness but create opportunity to advocate on behalf of community members to reduce barriers to accessing services.

Community Links Beiseker Office hosts a rural Interagency Meeting for service providers in Beiseker, Irricana and surrounding areas for networking and information-sharing with the desired outcome being a more connected and cohesive social support system in these communities. We participate in the Crossfield Interagency Committee which has a similar goal and purpose to the Beiseker Group. The Circle of Supports document for the Beiseker community, which is updated annually, is a valuable tool to increase awareness of what programs and services are available in that community and surrounding areas.

As a community agency that is often a first point of contact for new residents and those wishing to get information about community resources, Community Links plays an integral role in ensuring people feel connected in their community. In addition to providing support and resources to meet the identified needs to those who access the Community Connections Program, we provide information about how new residents can connect in the community through community events and social activities.

Through our continued involvement with the Welcoming Airdrie Committee, we are working with other service providers to ensure the needs of newcomers are being addressed in Airdrie and surrounding areas. The Welcoming Airdrie Committee created a Newcomer’s Guide which focuses on the most-needed resources for the first 30 days when

someone re-locates to Airdrie. Community Links continues to work closely with the Rocky View Immigrant Services Coordinator through Calgary Catholic Immigration Society, making referrals and working together to address community member needs. This worker provides settlement services to those in Airdrie, Cochrane, Chestermere and in the Rocky View School Division and has been an invaluable resource for Community Links staff. Staff are connected with the Worker to create a more stream-lined referral process for clients to ensure a more seamless service delivery between our two agencies.

Volunteering

It is becoming increasingly recognized that social connectedness is important to people's health and well-being. "Just as human beings have a basic need for food and shelter, we also have a basic need to belong to a group and form relationships." Smith, Emily. (2013). Social Connection Makes a Better Brain. *Atlantic*, retrieved from https://www.theatlantic.com/health/archive/2013/10/social-connection-makes-a-betterbrain/280934/?utm_source=copy-link&utm_medium=social&utm_campaign=share. Through the work we do at Community Links in the Community Connections Program, we provide a safe and welcoming place for community residents to connect. We provide information for residents on how to engage in their community through community events and volunteer opportunities, thereby increasing their opportunities to build relationships with other community residents and hopefully build on their natural supports.

The Volunteer Coordinator consults with others in the field and utilizes research material to ensure that best practices are utilized in the Volunteer Program. The Volunteer Coordinator continually works towards building collaborative relationships through involvement with other Volunteer Coordinators to share information and awareness of how volunteer programs are managed and delivered. The Coordinator also collaborates with Volunteer Alberta's staff, as needed, to ensure best practices are being utilized.

The Volunteer Program is an essential part of the quality of a community. It is a community-driven initiative that offers opportunities for personal and/or professional growth to community residents. Based on past success, we feel confident that our Volunteer Program will continue to succeed in the future. We regularly receive letters of thanks from individuals using our Senior Transportation and Income Tax Programs, noting how being able to access these programs have made a difference in their lives, allowing them to move forward feeling confident and competent.

According to Volunteer Alberta, "99% of volunteers for Social Services organizations are motivated by the opportunity to make a contribution to the community" ("Who Are Alberta's Volunteers" tip sheet). The success of the Community Links Volunteer Program, and its positive impact on the volunteers involved in meeting this need, is demonstrated by the fact that in a random sample of Community Links volunteers in 2020:

- 97.7% (42/43) reported that as a result of their volunteer experience, they feel that they are making their community a better place;
- 93% (41/44) reported that as a result of their volunteer experience, they believe they are making a difference;
- 86% (37/43) reported that they feel supported as a volunteer with Community Links.

9.6 INPUTS

***Please see end of application for budget shell. Budget sheet(s) MUST follow the template as provided.**

A. Have you researched or sourced other methods of funding? How do you propose to sustain this program?

The Community Connections Program is funded with support from the Rocky View County FCSS, City of Airdrie FCSS, individual donations, and fundraising.

In order to accommodate the continual growth of our programs and the need for increased and sustainable funding, Community Links continues to work on goals that: create awareness in the community about the needs of the agency, identify opportunities to participate in third party fundraising events, and secure donations from a number of new and existing donors with a focus on ongoing versus one-time support. We hold annual fundraising events. These efforts, although critical to sustain and expand programming for the community, add to already heavy workloads of Board of Directors, staff, and volunteers.

Community Links continually explores and submits applications to various foundations that meet the criteria of the specified program.

B. Has this budget been authorized by your Board of Directors? Yes ☒ No ☐ If no, please explain:

N/A

9.7 PROJECTED OUTPUTS (*Count of products and services delivered to the target group. For definitions, see the end of the report*)

Please report the projected direct product of your activities, usually measured by volume of work accomplished. Must include projected number of individual participants, volunteers and volunteer hours. Other outputs may include projected number of training sessions, workshops, and community development programs. Include projected number of County residents utilizing services. Rocky View County residents do not include people who reside in Airdrie, Beiseker, Chestermere, Cochrane, Crossfield, Irricana or Redwood Meadows. It does include those who live outside of these municipalities and within the hamlets located within the County's borders.

A. PROJECTED NUMBER OF INDIVIDUAL PARTICIPANTS SERVED:

People served should only be counted once unless they are part of a family being served (see definitions). DO NOT include group participants, contacts, or community development initiatives if counted below.

Provide general summary of outputs here:

To provide intake services including assessment of need, the provision of information, and referrals to appropriate supports and services for individuals and families. To continue to network with other service providers to exchange current information about services and to create space for collaboration and advocacy..

Number of Children/Youth (0 to 18 years) 1400 Number of County Residents: 35

Number of Adults (19 to 64 years) 1550 Number of County Residents: 50

Number of Seniors (65+ years) 450 Number of County Residents: 20

Number of Families 3000 Number of County Families: 65

B. PROJECTED NUMBER OF GROUPS SERVED:

(e.g. workshops, training and/or education groups)

Provide general summary of outputs here:

To facilitate preventative educational groups and workshops in the community and in collaboration with community partners and local schools. These groups may include:

Money Talks

Girls and Guys Circle

Pregnancy and Beyond (in partnership with Alberta Health Services) (Airdrie)

PRYSM (in partnership with Airdrie Pride Society)

Seniors social/ education meet up groups (Beiseker and Crossfield)

Income Tax clinics (Beiseker, Crossfield, Irricana)

Rural Interagency Meeting (Beiseker, Irricana and surrounding area service providers)

Other

Number of Groups: 30 Total Number of Participants: 350 Number of County Residents: 25

C. PROJECTED NUMBER OF CONTACTS PROVIDED:

(e.g. providing assistance with forms/referral; telephone, mail outs, email, and social media)

Provide general summary of outputs here:

To have contacts with community members through a variety of means: in person support; public access to phone/ fax/ computer; social media; Program and Services Guide; community events; donor mail outs; website hits; awareness campaigns; agency newsletter.

Number of Clients: 15000 Number of County Residents: 400

D. PROJECTED NUMBER OF COMMUNITY DEVELOPMENT INITIATIVES:

(E.g. community assessment, mobilization, and/or advocacy committees. Do not include service to individuals)

Provide general summary of outputs here:

Number of Initiatives:

Number of Clients:

Number of County Residents:

E. VOLUNTEERISM	
<p>a) What are the roles of volunteers in the program?</p> <p>Board work, child care, crafting activities, donation sorting, errands, Friendly Visiting, Fund Development, Income Tax preparation, Lawn Angels, newsletter production and distribution, office/household repairs, program assistance, Roots of Empathy, Snow Angels, special events, toy washing, and Senior Transportation.</p>	
<p>b) How does the program promote, encourage, and facilitate the use of volunteers?</p> <p>Community Links takes proactive measures to minimize volunteer turnover by building strong relationships with volunteers. Every effort is made to ensure that volunteers feel connected and part of the team. An important part of this is by encouraging all staff, not just those directly connected to the volunteer role, to engage with volunteers. Staff are encouraged to introduce themselves to volunteers, address volunteers by name and thank volunteers for their commitment to the agency and the community.</p> <p>To promote volunteerism in the agency, staff are encouraged to review their roles and determine where volunteer positions can be created, allowing staff more time to increase the delivery of direct services to community residents.</p> <p>Volunteers are recognized verbally and through hand-written thank you cards, as well as through Certificates of Appreciation, coupons for local businesses, letters of recommendation and a Volunteer Appreciation Event held annually. Volunteers who exceed expectations are recognized with a special gift such as a gift card or a lunch. Volunteers are also recognized through the opportunity to attend volunteer conferences and workshops that are offered within the agency (1-2 times per year) and within the community. These retention strategies ensure that volunteers feel that they are part of the team and they feel more positive and energized as a result of their connection with our agency.</p> <p>Community Links attracts volunteers through:</p> <ul style="list-style-type: none"> • Community Links website • Community Links quarterly newsletter • local media: radio, community newspapers and community newsletters • Volunteer Airdrie website • social media – Facebook, Instagram, Twitter and LinkedIn • agency booth at community events • presentations to local faith community groups and Service Clubs • targeted recruitment to seek volunteers with specific skills and qualities • word of mouth <p>Community Links retains qualified volunteers by:</p> <ul style="list-style-type: none"> • presenting the agency as enthusiastic and prepared to utilize volunteers • touring new volunteers through the agency, introducing staff, and explaining how each department contributes to a strong, supportive work environment • preparing accurate and thorough job descriptions • recognizing and helping volunteers to develop individual skills, such as leadership, social skills and self-esteem • appreciating and recognizing volunteers both informally and formally • building solid relationships through caring conversations and constant engagement • representing volunteerism as a fun activity that helps oneself, makes a difference to others and strengthens and sustains community • setting up a formal interview, orientation, and selection process for prospective volunteers, indicating our commitment to professionalism • connecting volunteer opportunities to the agency's Mission and Vision • clarifying the nature of the social change that the agency is seeking • developing clear short-term goals that relate to the desired outcome • communicating volunteer initiatives throughout the community • providing volunteers with training opportunities that are appropriate to their volunteer position • creating opportunities where volunteers take on a mentorship role with other volunteers. This increases their sense of well-being and personal growth 	
c) Total number of volunteers in agency/program/RVC:	133/115/2
d) Total number of volunteer hours in 2020 (agency/program/RVC):	5227.75/3869.25/1206
e) Estimated number of volunteer hours until the end of 2021 (agency/program/RVC):	5000/3500/25

9.8 EXPECTED OUTCOMES

Statements, which describe the difference the agency/program intervention will make with clients in the short term, mid-term, and long term. These must logically connect to the Provincial and Rocky View County Outcomes in Section 7.2.

Improved social well-being of individuals (Provincial)

Short Term Outcomes:

Individuals have increased competence
 Individuals experience increased access to resources in the community

Mid-Term Outcome:

Individuals and families will have increased support and connections to improve their competence and address their needs

Long Term Outcome:

Community residents will have enhanced quality of life and the community will be stronger

Improved social well-being of the community (Provincial – long term)

Short Term Outcomes:

Individuals experience increased awareness of resources in the community
 The community is connected and engaged

Mid-Term Outcome:

Individuals and families will have increased connection to their communities

Long Term Outcome:

Community residents will have enhanced quality of life and the community will be stronger

Volunteerism

Improved social well-being of individuals (Provincial)

Short Term Outcomes:

Individuals experience personal well-being

Mid-Term Outcome:

Volunteers feel they are making a difference and are more connected to their community

Long Term Outcome:

The community is strong and connected

Improved social well-being of the community (Provincial – long term)

Short Term Outcomes:

Volunteers are engaged in their community

Mid-Term Outcome:

The community is strengthened by volunteer engagement

Long Term Outcome:

The community is strong and connected

9.9 OUTCOME INDICATORS

List the specific items of information that you will track to measure your program's success on outcomes. These are generally in the form of a cluster of questions or surveys and relate directly to the Rocky View County Outcome Indicators listed in Section 7.2. Copies of the Provincial FCSS Measures Bank are available upon request.

Individuals have increased competence

*75% of individuals surveyed report feeling better about their ability to solve problems

*75% of individuals surveyed report feeling better about their ability to overcome life's challenges

Individuals experience increased access to resources in the community

*75% of individuals surveyed report feeling supported by Community Links

*75% of individuals surveyed report knowing more about how to access community resources

Individuals experience increased awareness of resources in the community

*75% of individuals surveyed report knowing more people they can rely on for help

*75% of service providers report being more aware of what is happening in the communities they serve

*75% of service providers report that they have developed better working relationships with other community agencies

Volunteerism

Individuals experience personal well-being

- *80% of volunteers surveyed report that Community Links has helped them feel recognized for what they do
- *80% of volunteers surveyed report believing that they are making a difference
- *80% of volunteers surveyed report that they are making their community a better place

Volunteers are engaged in their community

- *80% of volunteers surveyed report they help out more in their community by volunteering

Program Outputs:

- Number of unique individuals served
- Number of families served
- Number of client contacts
- Number of referrals into Community Links
- Number of referrals from Community Links to agency and/or community supports
- Number of supported referrals
- Number of workshops and presentations hosted
- Number of groups facilitated

Program Outputs (Volunteerism):

- Number of volunteers
- Number of volunteer hours
- Number of events to promote or recognize volunteers
- Number of workshops/training opportunities hosted for volunteers
- Number of volunteers who attended workshops/training opportunities

10. ADDITIONAL INFORMATION

Please provide a brief agency/program history.

History

North Rocky View Community Links Society was formed through the amalgamation of Airdrie Family Services and North Rocky View Community Resource Centre on April 1, 2008. Community Links is a non-profit agency that serves the North Rocky View Region including Airdrie, Beiseker, Crossfield, Irricana, Balzac, Kathryn and the surrounding areas in the County of North Rocky View. Community Links provides services from birth to seniors that are guided by its Vision of *Strong Individuals Strong Families Strong Communities* and Mission, "To inspire hope, support healthy development, strengthen wellbeing and resiliency by connecting individuals and families to services, supports, and resources in our communities". The agency's purpose is to serve and promote the welfare of people in the North Rocky View community and to ensure all people have access to services, resources, and opportunities they require to promote their well-being. The core services provided by Community Links are: Community Engagement Services, Family Resource Services, Counselling Services and Support Services (Intake and Seniors Services), with Outreach being a key component of each area.

Community Links with its 41 employees, offers a variety of services and programs that address many needs and issues within the communities it serves. Residents that are served can be facing one or multiple issues such as: basic needs (housing, clothing, food, household items, medication, transportation or recreation), financial and/or emotional strain, family dynamics, employment issues, bullying, family violence, special needs, and legal issues. Through support and advocacy, residents are connected to our programming or with other programs/services/resources that build on their abilities to address needs and growth. Residents can receive assistance with connecting to childcare options, respite, parenting, counselling, seniors support and volunteer opportunities. The agency works collaboratively with community members and partners to address identified gaps in service delivery or projects that promote healthy growth and development. In addition, the agency is a Family Resource Network which provides additional programs and supports with a focus on families.

Community Links Statistics

Some of the facts we are proud to report for April 1, 2020 – March 31, 2021

- Supported 5650 individuals (11% children 0 – 6, 18% children/youth 7 - 18, 59% adults and 12% seniors) through various programs and services. (Over a twelve-year period, we have worked with an average of 10,990 individuals annually).
- Worked with 3750 families.
- Connected residents over 7381 times with various additional supports.
- Provided 9046 referrals to individuals for additional support.

- 133 volunteers provided 5228 hours of support to the agency.
- 56% of staff have been with the agency over 5 years which speaks to the dedication that staff have towards the agency.

These statistics are a testament that we continue to work towards our Vision of *Strong Individuals Strong Families Strong Communities* and together we can make a positive difference in the well-being of the community by meeting many of the social needs.

Request.

The Community Connections Program current staff members support each person who connects with the agency through the intake process by conducting an assessment and then providing relevant information and connecting them with appropriate services. Through the Community Connections Program we helped 3172 unique individuals between January 1- December 31, 2020. Judging from the number of people who are accessing the agency to get additional information and referrals, we know we are achieving our goal of being a “hub” in the community, where people feel safe to ask questions and know they can get the information they need to become more active contributing community members. This is validated through the testimonials and survey feedback we receive.

In order to continue to best meet the needs of the community and to take advantage of future opportunities, we are respectfully asking for the Rocky View County FCSS to fund:

- a) Increased financial support for lease costs of \$5,000.00

The other component to the Community Connections Program is the vital connection of volunteerism. All aspects of volunteer services include screening, recruitment, recognition and retention of volunteers. This person is responsible for the administration of Volunteerism, including the creation of policies and procedures and a volunteer handbook. At the present time, the staffing situation for the Volunteerism component is sufficient.

Efforts to reach County residents

In an effort to increase our numbers of County residents, we are offering the following opportunities:

- Our satellite office in Beiseker will continue to be open Tuesday and Friday from 9:30 am to 3:00 pm.
- Supports for Irricana residents will continue to be available “by appointment”. We continue to work with municipal staff and local media to promote these programs and look forward to reaching an increased number of County residents through these locations.
- Our satellite office in Crossfield will continue one Wednesday each month from 10:00 am to 1:00 pm. It will continue to be located at the Library.
- Rural schools will again be contacted about the possibility of having groups and workshops set up for the 2022 school year. When possible we will continue to participate in community events hosted by the schools.
- We continue to offer information sessions for seniors in the rural areas. These have been well received in the past and will continue to be offered in Beiseker, Irricana and Crossfield in 2022. In addition, we will be hosting ongoing senior support/education groups in Beiseker and Crossfield.
- Staff continue to attend community events in Beiseker, Irricana and Crossfield to promote the agency programs and services.
- Staff have participated in the Crossfield Interagency meetings since they started in 2018 and look forward to continuing to attend this meeting and working with the municipality and other service providers to identify how we can best support Crossfield and surrounding area.
- We continue to host events at the Beiseker office, throughout the year, to provide an opportunity for community residents to drop by the Beiseker Community Links office to connect, find out what is happening at Community Links and network with other community residents.
- Income Tax Clinics will be hosted in Beiseker, Irricana and Crossfield.
- Continued partnerships with Alberta Health Services and the Village of Beiseker to use space in the Beiseker Office to offer services.

11. STORIES

Please provide 1 or 2 short anecdotal stories about some of your County rural clients who have received services from your organization, and how their situation has improved as a result of their involvement in this program. This story may be used for publication by FCSS. Please do not include any client identifying information.

██████████ first attended at Community Links through Intake where he was connected to services across the organization. Based on the initial assessment of his needs, the Intake team referred him to the Seniors Support team. His primary presenting issue was needing financial support. Joseph had been successful in completing application for his seniors’ benefits, however, was finding this was not adequate funding to meet his needs. As short-term support, basic needs

support, including referrals to the food bank, were provided. [REDACTED] identified issues with his cell phone and utility bills which had become unmanageable. Education, support, and advocacy were provided to him to address his bills and to find and secure more affordable service plans. Additionally, information was provided to [REDACTED] related to his financial goals, including information on budgeting and debt consolidation.

A second presenting issue for [REDACTED] was his request for support to access needed medical supplies. Community Links staff worked with Joseph to access required physician letters to secure supplies to address his medical needs.

During interactions with [REDACTED] he indicated a desire to receive counselling for emotional support to manage stress within his relationship and his current situation; a referral was completed to the Counselling Program.

**INSERT BUDGET DETAILS ON THE FOLLOWING PAGE
DO NOT INCLUDE IN-KIND SUPPORTS, ONLY ACTUAL DOLLARS
AN EXCEL SPREADSHEET IS AVAILABLE FOR INSERTION**

2022 Rocky View County FCSS Budget Page

Please ensure that section 9.6 starts on a page(s) with no other sections on the page(s). For consistency purposes, it is **IMPERATIVE** that you use the following template as provided and **NOT** modify it, other than adding additional lines.

9.6 INPUTS (Resources dedicated to the project. Include staff and budget for one year.)			
2022 PROPOSED BUDGET (Ensure all calculations are correct. Use the second column to itemize the program expenses to which you plan to direct County FCSS funds. Column 1 + Column 2 = Column 3)			
ITEM	Column 1 2022 Costs to be paid or contributed by the Applicant and other funding partners (Agency Contribution)	Column 2 2022 Costs to be funded by County FCSS (Program Request)	Column 3 2022 Projected Year End Total Project Budget (Total Cost)
EXPENSES			
PERSONNEL (specify positions and hours per week)			
.18 fte Community Engagement Manager		14,285.45	14,285.45
.82 fte Support Services Manager	41,066.60	17,033.38	58,099.98
1.98 fte Community Support Workers	82,684.94	9,856.61	92,541.55
.11 fte Volunteer Services Coordinator	0.00	5,127.27	5,127.27
.43 fte Librarian	6,676.40	9,714.01	16,390.41
Executive Director & Statistician	5,811.00	9,842.29	15,653.29
Administrative Support (Finance Mgr/Fund Developer/Reception)	20,084.06	11,472.99	31,557.05
a. SUBTOTAL PERSONNEL	156,323.00	77,332.00	233,655.00
TRAVEL & TRAINING (specify)			
Staff Training & Development	1,178.00	875.00	2,053.00
Staff Travel	200.00	3,000.00	3,200.00
Volunteer Training, Recruitment & Appreciation		500.00	500.00
b. SUBTOTAL TRAVEL & TRAINING	1,378.00	4,375.00	5,753.00
MATERIALS AND SUPPLIES (specify)			
Program Advertising	200.00		200.00
Association Dues/ Professional Fees	300.00		300.00
Community Development	150.00	200.00	350.00
Program Evaluation	201.00	180.00	381.00
Program Expenses	1,350.00	500.00	1,850.00
c. SUBTOTAL MATERIALS AND SUPPLIES	2,201.00	880.00	3,081.00
OTHER (specify)			
Accounting & Legal	413.00	500.00	913.00
Bank Charges	0.00		0.00
Insurance	200.00		200.00
Office Supplies/Expenses	835.00		835.00
Rent	10,851.00	18,250.00	29,101.00
Repairs & Maintenance	100.00		100.00
Staff Recognition	125.00	100.00	225.00
Telephone	118.00	1,563.00	1,681.00
Vehicle Expenses	198.00		198.00
d. SUBTOTAL OTHER	12,840.00	20,413.00	33,253.00
e. TOTAL EXPENDITURES (e=a+b+c+d)	172,742.00	103,000.00	275,742.00
REVENUE (specify other sources of funding including fundraising, fees for service, other grants, etc.)			
FCSS : City of Airdrie (Community Connections)	171,530.00		
Donations & Fundraising	1,212.00		
f. TOTAL REVENUE	172,742.00		
g. FCSS REQUEST (DEFICIT = Total of Column 3 Expenditures – Total Revenue)		103,000.00	

COMPLETE THIS SECTION ONLY IF YOU RECEIVED 2021 COUNTY FCSS FUNDING AND ARE APPLYING FOR AN INCREASE.

12. 2022 FUNDING INCREASE REQUEST EXPLANATION	
A. 2021 County FCSS Grant	98,000
B. 2022 County FCSS Request	103,000
C. Does this request result from a decrease in other funding support? Specify.	
No	
D. Identify requested funding increase. List each category and the amount of increase (e.g. Personnel, Materials and Supplies).	
Lease Costs – respectively requesting an additional \$5000.00 for 2022.	
E. Provide a rationale together with supporting data, using demographics as necessary.	
As an operational cost to deliver programs and services, Community Links is experiencing an increase in lease costs and therefore is requesting support to help meet this need.	
F. How will this increase impact clients and services? How will the change be measured? If the increase is not granted, what effect will it have?	
Programming space is essential for staff to provide services to community residents.	
G. Outline the efforts already taken to accommodate the proposed program adjustment.	
Community Links continues to explore all other options of funding to support operational costs.	
H. How many years have you received County FCSS funding?	
21	



Rocky View County
Family & Community Support Services (FCSS)

2022 FCSS GENERAL FUNDING APPLICATION

(FUNDING PERIOD: January 1 – December 31, 2022)

ALL INFORMATION PROVIDED IS PUBLIC

APPLICATION DEADLINE IS 4:00 P.M. AUGUST 30, 2021 NO EXCEPTIONS

1. ORGANIZATION INFORMATION	
Organization Name	Seniors for Kids Society
Program Name	Senior Mentoring Program
FCSS Funding Request (over \$7,500) (from Section 9.6 C Proposed Budget)	\$34,000.00
E-Mail Address and Website	info@seniorsforkids.ca www.seniorsforkids.ca
Mailing Address (include postal code)	42064 Twp Rd 272, Rocky View County AB, T4C 3A4
Street Address (for courier purposes)	
Agency Telephone Number	403-861-4558
Agency Fax Number	N/A
Executive Director Name	Lynn Noble
Program Contact Name	Lynn Noble
Phone Number (If different from above)	

2. CERTIFICATION OF COMPLIANCE
<p>This is to certify that to the best of my knowledge and belief, the information included in this application 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)</p> <p>A program outcomes evaluation is required by February 28, 2023 if your application is successful</p>

L. Johnston
Signature (Agency Signing Authority)

Director
Title

Leigh Anne Johnston
Print Name

8/25/2021
Date

RECEIVED
AUG 25/2021

Submit Completed Documents to, or for further assistance contact:

Dimitri Dimopoulos, FCSS Coordinator
Rocky View County
262075 Rocky View Point
Rocky View County, AB T4A 0X2

For further assistance, please call 403.520.1289 or email fcss@rockyview.ca

Please note that faxed or e-mailed copies of the application will not be accepted. It is strongly recommended that you courier or hand deliver your proposal (printed single sided pages only) and request confirmation of receipt.
APPLICATION DEADLINE IS 4:00 P.M. AUGUST 30, 2021 - APPLICATIONS NOT RECEIVED BY THIS DEADLINE WILL NOT BE ACCEPTED.

☒ Please email confirmation of receipt of this application to: info@seniorsforkids.ca

Please indicate how you heard of the Rocky View County FCSS Program:

_____ newspaper ad _____ social media _____ website visit/search
_____ word of mouth X other (specify) _____ previous applicant _____

3. SOCIETY MEMBERSHIP (current)	
Number of Members	62
Membership Fee Per Member	N/A

4. TYPE OF ORGANIZATION		
Alberta Societies Act Registration Number:	508205721	
Charitable Number (if have one):	86604-9224RR0001	<input type="checkbox"/> Government Agency

5. DAYS AND HOURS OF OPERATION OF THE PROGRAM							
OPERATING HOURS	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
	8-4	8-4	8-4	8-4	8-2		
Dates not Open:							
Statutory Holiday:	None			Other	We are closed all school holidays		

6. DOCUMENTATION REQUIREMENTS:	ATTACHED
<u>Do not provide other attachments unless requested to do so.</u>	
List of current agency Board of Directors by name and Board position (Board information is requested to ensure sufficient governance and make members accessible to administration, if required.) Do not include personal contact information (home addresses, emails, or phone numbers).	<input checked="" type="checkbox"/>
Fee Policy and Schedule (if applicable)	<input type="checkbox"/> N/A
Organizational Chart of Agency	<input checked="" type="checkbox"/>
Certificate of Incorporation under the Societies Act if new applicant. (Not applicable to other municipal governments and associated departments)	<input type="checkbox"/> Included <input type="checkbox"/> Not Applicable
Constitution and Bylaws (first time applicants only unless changes were made by previously funded groups)	<input type="checkbox"/>
Job description(s) for County FCSS funded positions requested (first time applicants only unless changes were made by previously funded groups)	<input type="checkbox"/>
Most recent Audited Financial Statement	<input checked="" type="checkbox"/>

The personal information on this form is being collected for the purpose of determining eligibility of an applicant to receive FCSS funding; to assist in administering the FCSS funding; and to monitor, assess, and evaluate your program. This information is collected under the authority of Section 33 (c) of the Freedom of Information and Protection of Privacy Act and may become public information once it is submitted to the FCSS program. Questions regarding the collection of this information can be directed to the Manager, Recreation and Community Services at 403.520.6307.

7.1 PROGRAM DESCRIPTION

Provide a brief program description in a few sentences (to be used for publication by FCSS)

To provide resources for building intergenerational relationships between youth and seniors, thus improving the quality of life for both groups.

7.2 PREVENTION

In what way(s) is your program preventive in nature? Check the appropriate items from the following list. You will be required to report on each of the Outcomes that you have selected.

Provincial Outcome	Rocky View County Outcomes	
Improved social well-being of individuals	Outcome 1: Individuals experience personal well-being. Indicators: Resilience; self-esteem; optimism; capacity to meet needs; autonomy; competence; personal engagement; meaning and purpose.	<input checked="" type="checkbox"/>
	Outcome 2: Individuals are connected with others. Indicators: Quality of social relationships; social supports available; trust and belonging.	<input checked="" type="checkbox"/>
	Outcome 3: Children and youth develop positively. Indicators: Developmental assets.	<input checked="" type="checkbox"/>

Provincial Outcome	Rocky View County Outcomes	
Improved social well-being of families	Outcome 4: Healthy functioning families. Indicators: Positive family relationships; positive parenting; positive family communications.	<input type="checkbox"/>
	Outcome 5: Families have social supports. Indicators: Extent and quality of social networks; family accesses resources as needed.	<input type="checkbox"/>

Provincial Outcome	Rocky View County Outcomes	
Improved social well-being of the community.	Outcome 6: The community is connected and engaged. Indicators: Social engagement; social support; awareness of the community; positive attitudes toward others and the community.	<input type="checkbox"/>
	Outcome 7: Community social issues are identified and addressed. Indicators: Awareness of community social issues; understanding of community social issues; agencies and/or community members work in partnership to address social issues in the community.	<input type="checkbox"/>

7.3 PRIMARY TARGET

Indicate the Primary target at whom the program is aimed by estimating the percentage of the program's FCSS allocation that is directed to services in the following categories.

Children	22	%
Youth	23	%
Families	1	%
Adults		%
Seniors	50	%
Volunteerism	2	%
Community Development	2	%
Total	100	%

7.4 SOCIAL SERVICE CONTINUUM

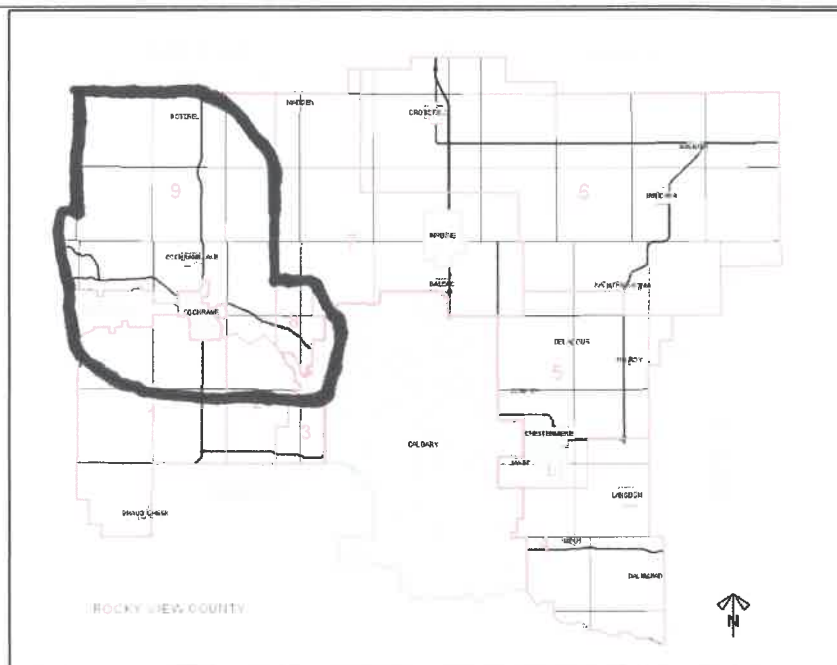
Please indicate the percentage of each section below that your program provides.

- | | | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|----------|
| <ul style="list-style-type: none"> ● Promotion: Programs and services that promote public education and awareness of social needs. | 20 | % |
| <ul style="list-style-type: none"> ● Prevention: Programs and services focused at the earliest opportunity on individuals and families whose social well-being in community life is at risk. | 10 | % |
| <ul style="list-style-type: none"> ● Early Intervention: Programs and services focused on individuals and families with identified early signs of unmet needs, who require support to enhance their social well-being. | | % |
| <ul style="list-style-type: none"> ● Specialized Services: Programs and services for individuals and families focused on emerging social needs not yet sufficiently addressed by community support. | 70 | % |
| <ul style="list-style-type: none"> ● Remediation Services: Programs and services for individuals and families with clearly defined unmet needs, who require assessment, intervention, and treatment to enhance their social well-being. | | % |
| Total | 100 | % |

8. COORDINATION AND COMMUNICATION

A. Identify organizations within the program's catchment area (define your region of operation; include towns and border of service area and also clearly mark it on the map with thick black lines) that provide similar services.

Big Brothers and Sisters (B.B.S) provide similar mentoring programs to ours.



B. What cooperative and coordinative steps has the program taken with these agencies?

We have met with the coordinator of B.B.B.S on more than one occasion to discuss our respective programs and ideas on how we work together in our community.

C. Describe the similarities and differences between the proposed program and those identified as being delivered by other organizations.

Our programs focus on intergenerational mentoring; other programs in the area have focused mainly on the youth

OUTCOMES MODEL

(For further information on the outcomes model contact the County FCSS program for a copy of a toolkit.)

9.1 AGENCY/PROGRAM VISION

Desired social condition. May be your agency's existing vision statement.

That seniors and children in every community build special friendships by respecting, trusting, and supporting one another.

9.2 AGENCY/PROGRAM MISSION

Unique role in working towards the desired social condition. What are you currently doing to achieve your mission (e.g. other programs and services that are not a part of this application for funding)?

Seniors for Kids Society is part of the Cochrane Inter-Agency Community. We also participate in many committees: Volunteer Managers, Cochrane Regional Well Being Focus Group, Cochrane and District Trade Fair, Wellness Fair, 50+ Resource Fair, Helping Hands Food Drive, Cochrane Humane Society, Seniors Tea, Seniors Advisory Committee, Volunteer Appreciation Committee, Leaders of Tomorrow, Cochrane Community Awards, Seniors on the Bow, Bethany Partnership, School Partnerships, Westbrook School Fair, Westbrook Reading Literacy Event, Westbrook Kindergarten Event and Westbrook Community Church Group.

9.3 STATEMENT OF NEED

Problem statement; description of the situation you wish to change.

We meet the needs for those students who do not have grandparents within the area.

To allow students to spend quality time with senior volunteers within a school environment, thus bridging the gap between the two generations,

To provide an opportunity for senior volunteers to participate in a valuable and rewarding experience with the youth of the community.

9.4 STRATEGY/ACTIVITIES

How will the program address the specified need? What goal or long-term change or impact do you want to achieve?

What are you going to do in the program to achieve your goal(s)?

Seniors for Kids Society has a Program Coordinator that manages the senior volunteers, students and works directly with the schools.

Materials are provided for the mentors and students to work within a structured, time limited, site based and supervised programming environment. We are looking to impact the lives of students, seniors, and the entire community in a positive, safe, and unbiased environment; where a better understanding of the two generations can occur.

9.5 RATIONALE

An explanation of why you believe this strategy or approach will work; include research if possible.

Seniors for Kids Society is a "grass roots" program that is in it's 24th year of operations.

- Seniors become mentors or "in-school grandparents" to young students by giving of themselves in a non-judgemental way, providing unconditional attention with a desire to encourage young people to reach their full potential
- Students get to share their thoughts and feelings with an older adult if they wish, which often helps them learn to cope with their youthful day-to-day happenings.

Everyone benefits: The seniors, the youth, their families, and the community.

9.6 INPUTS

***Please see end of application for budget shell. Budget sheet(s) MUST follow the template as provided.**

A. Have you researched or sourced other methods of funding? How do you propose to sustain this program?

Yes, revenue is generated through community and corporate funding.

B. Has this budget been authorized by your Board of Directors? Yes ☒ No ☐ If no, please explain:

9.7 PROJECTED OUTPUTS *(Count of products and services delivered to the target group. For definitions, see the end of the report)*

Please report the projected direct product of your activities, usually measured by volume of work accomplished. Must include projected number of individual participants, volunteers and volunteer hours. Other outputs may include projected number of training sessions, workshops, and community development programs. Include projected number of County residents utilizing services. Rocky View County residents do not include people who reside in Airdrie, Beiseker, Chestermere, Cochrane, Crossfield, Irricana or Redwood Meadows. It does include those who live outside of these municipalities and within the hamlets located within the County's borders.

A. PROJECTED NUMBER OF INDIVIDUAL PARTICIPANTS SERVED:

People served should only be counted once unless they are part of a family being served (see definitions). DO NOT include group participants, contacts, or community development initiatives if counted below.

Provide general summary of outputs here:

Number of Children/Youth (0 to 18 years) 250 Number of County Residents: 80

Number of Adults (19 to 64 years) 14 Number of County Residents: 8

Number of Seniors (65+ years) 50 Number of County Residents: 20

Number of Families Number of County Families:

B. PROJECTED NUMBER OF GROUPS SERVED:

(e.g. workshops, training and/or education groups)

Provide general summary of outputs here:

We participate in Community Events where Seniors for Kids Society can be promoted. We host bi-monthly training and workshops at our coffee socials.

Number of Groups: 5 Total Number of Participants: 200 Number of County Residents: 100

C. PROJECTED NUMBER OF CONTACTS PROVIDED:

(e.g. providing assistance with forms/referral; telephone, mail outs, email, and social media)

Provide general summary of outputs here:

We advertise through our local newspapers, social media, school newsletters, society newsletter, society website, Bethany Care Cochrane, Seniors on the Bow Centre, Cochrane F.C.S.S., local networking groups, Cochrane and District Trade Show, Wellness Fair, and 50+ Resource Fair

Number of Clients: All of Western Rocky View Number of County Residents: 50

D. PROJECTED NUMBER OF COMMUNITY DEVELOPMENT INITIATIVES:

(E.g. community assessment, mobilization, and/or advocacy committees. Do not include service to individuals)

Provide general summary of outputs here:

We are not taking on new initiatives.

Number of Initiatives: Number of Clients: Number of County Residents:

E. VOLUNTEERISM

a) What are the roles of volunteers in the program?

Senior Mentors, Student Mentors, Program Assistance, Board Members

b) How does the program promote, encourage, and facilitate the use of volunteers?

Without volunteers, our program would not be able to run. We host a Welcome Back Lunch, Coffee Socials, Christmas Dinner, Year End Appreciation Dinner, and all programs have a little yearend celebration. We know all our volunteer's names, family members and keep in contact with them on a regular basis.

c) Total number of volunteers in agency/program:	137
d) Total number of volunteer hours in 2020:	5280
e) Estimated number of volunteer hours until the end of 2021:	5300

9.8 EXPECTED OUTCOMES

Statements, which describe the difference the agency/program intervention will make with clients in the short term, mid-term, and long term. These must logically connect to the Provincial and Rocky View County Outcomes in Section 7.2.

Improved Social Well-being of individuals

Outcome 1: Individuals experience well-being

- Young people have an increased awareness of their personal strengths (ST)
- Young people have an enhanced awareness of future options and increased sense of hope (new awareness and expand choices/options) (ST)

Outcome 2: Individuals are connected with others

- Young people establish a relationship with a caring mentor (ST)
- Young people have improved relationships with family and peers (ST)
- Young people develop positive relationships with others (MT)
- Seniors feel more connected with their community (LT)
- Seniors feel they are making a difference in their community (LT)
- Seniors establish new relationships with others (LT)

Outcome 3: Children and Youth develop positively

- Young people have an improved attitude towards school (ST)
- Young people recognize value and develop independence, coping skills and become more resistant to risk behaviours (MT)

9.9 OUTCOME INDICATORS

List the specific items of information that you will track to measure your program's success on outcomes. These are generally in the form of a cluster of questions or surveys and relate directly to the Rocky View County Outcome Indicators listed in Section 7.2. Copies of the Provincial FCSS Measures Bank are available upon request.

We send out surveys to all involved with the program: Senior Volunteers, Students, School Staff and Parents. Some of the questions we will be asking on our next survey could be as follows:

- At the Seniors for Kids program, I feel my mentor cares about me
- As a result of the Seniors for Kids program, I feel more confident to be myself.
- As a result of the Seniors for Kids program, I like school more.
- The Seniors for Kids program has helped me to feel what I do in my life is valuable and worthwhile.
- The Seniors for Kids program has helped me to feel a sense of belonging to my community

10. ADDITIONAL INFORMATION

Please provide a brief agency/program history.

The Seniors for Kids Society began as a pilot program called the "Cochrane Grandparent Program" in 1997 at Holy Spirit School. Seven senior volunteers mentored Grade 4 students as a way of developing intergenerational relationships. From this initial start, the concept evolved, into both one-to-one and classroom grandparents, spreading to more grades, and allowing relationships to mature for up to two years. Other Cochrane elementary and middle schools joined the following school year as the interest grew. The program name was changed and registered as Seniors for Kids Society in 1998 as a way of identifying for a wider group what the program was about. Since our pilot year, we have grown to 10 in school mentoring programs and 3 out of school programs.

II. STORIES

Please provide 1 or 2 short anecdotal stories about some of your County rural clients who have received services from your organization, and how their situation has improved as a result of their involvement in this program. This story may be used for publication by FCSS. Please do not include any client identifying information.

A note from a county student in our Bethany Program:

“It was a lot of fun taking part in the Bethany program and I looked forward to doing it every week. The crafts we made for our partnered resident were fun and easy to do. Through the letters and crafts, I felt very connected to the seniors. Me and my partnered resident I was sending letters to had sticker wars where we tried to put more stickers than the other person which was a lot of fun. It was great, especially during covid, however I wish I could connect with them in person. I can’t wait to get covid behind us.”

A couple of notes from our Senior Volunteers:

If it was not for learning zoom with Seniors for Kids, I would have been totally isolated. I enjoy chatting with my students and hearing what they have been busy doing.

I would like to thank the coordinators for all the great work they have done in this difficult time to keep the program alive. We appreciate their patience in teaching us zoom, hosting zoom coffee socials and zoom bingo. They also provided little quizzes, puzzles, games, and activities each week for our senior/student zoom sessions. It has helped keep us sane during this very trying time we have had.

A note from one of our schools:

While in years prior, the SKS Program focused on pairing a grandparent volunteer with a student who may not have connection to a grandparent, this year was different in that *all* our students lacked connection with their grandparents due to social distancing. The accommodations made so the program could connect to multiple kids at once over zoom was an amazing experience. Many of our students could receive connection to a grandparent, and to the broader community. The students also felt that they were doing a good deed by connecting with an individual who may also have been isolated from their family.

The senior volunteers each brought a unique perspective, personality, and talent to the program that was easy for our students to engage with. The seniors show extraordinary care that emanates both in person and over Zoom, a task that us as school staff understand the difficulty of. They possess the talent to make students smile, feel supported and connected, as well as having fun and creating an experience that is memorable and engaging. In a broad sense, the program taught the students about the importance of intergenerational connection, and highlighted that seniors and children experience a similar need for connectedness, community, and socialization. This knowledge cannot be understood without the presence of these connections, which is why the program stands out to our school as valuable and needed.

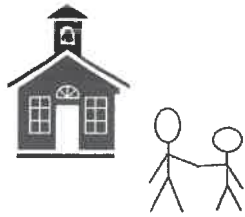
Our school truly felt the success of the program this year, and we are looking forward to continued success next year!

**INSERT BUDGET DETAILS ON THE FOLLOWING PAGE
DO NOT INCLUDE IN-KIND SUPPORTS, ONLY ACTUAL DOLLARS
AN EXCEL SPREADSHEET IS AVAILABLE FOR INSERTION**

2021 Rocky View County FCSS Budget Page

Please ensure that section 9.6 C. starts on a page(s) with no other sections on the page(s). For consistency purposes, it is **IMPERATIVE** that you use the following template as provided and **NOT** modify it, other than adding additional lines.

9.6 C. INPUTS (Resources dedicated to the project. Include staff and budget for one year.)			
2021 PROPOSED BUDGET (Ensure all calculations are correct. Use the second column to itemize the program expenses to which you plan to direct County FCSS funds. Column 1 + Column 2 = Column 3)			
ITEM	Column 1 2021 Costs to be paid or contributed by the Applicant and other funding partners (Agency Contribution)	Column 2 2021 Costs to be funded by County FCSS (Program Request)	Column 3 2021 Projected Year End Total Project Budget (Total Cost)
EXPENSES			
PERSONNEL (specify positions and hours per week)			
Program Coordinator 27hrs/wk	11,210.00	12,150.00	23,360.00
Funding Coordinator 15hrs/mth	1,300.00	1,400.00	2,700.00
Program Facilitators 10hrs/wk x 4ppl	12,250.00	12,600.00	24,850.00
Accountant Fee -yearly	500.00	1,250.00	1,750.00
a. SUBTOTAL PERSONNEL	25,260.00	27,400.00	52,660.00
TRAVEL & TRAINING (specify)			
Training and Meetings	400.00	300.00	700.00
Travel/Transportation	288.00	400.00	688.00
			0.00
			0.00
b. SUBTOTAL TRAVEL & TRAINING	688.00	700.00	1,388.00
MATERIALS AND SUPPLIES (specify)			
Program Supplies	1,300.00	2,200.00	3,500.00
Office Supplies	700.00	400.00	1,100.00
			0.00
			0.00
c. SUBTOTAL MATERIALS AND SUPPLIES	2,000.00	2,600.00	4,600.00
OTHER (specify)			
Advertising	100.00	440.00	540.00
Insurance	212.00	400.00	612.00
Volunteer Appreciaiton	1,500.00	2,000.00	3,500.00
Bank Charges	50.00	150.00	200.00
Fees and Dues	40.00	110.00	150.00
GST Expense	77.00	200.00	277.00
d. SUBTOTAL OTHER	1,979.00	3,300.00	5,279.00
e. TOTAL EXPENDITURES (e=a+b+c+d)	29,927.00	34,000.00	63,927.00
REVENUE (specify other sources of funding including fundraising, fees for service, other grants, etc.)			
Cochrane FCSS/United Way Partnership	7,500.00		
Calgary Foundation Maja Foundation	5,000.00		
Schools and Service Groups	4,550.00		
Corporate Sponsors	8,500.00		
Other individual donations	3,087.00		
Fundraising	1,290.00		
f. TOTAL REVENUE	29,927.00		
g. FCSS REQUEST (DEFICIT = Total of Column 3 Expenditures – Total Revenue)		34,000.00	



Seniors *for* Kids Society

Seniors for Kids Society is honored to have been selected as the 2014 Volunteer Group of the Year at the Cochrane Community Awards. Thanks to everyone who made this possible.

Board of Directors 2021

President:

Al Goodman

Vice President:

Brenda Sine

Treasurer:

Hume Milroy

Secretary:

Leigh Anne Johnston

Members:

Vinny Gibson

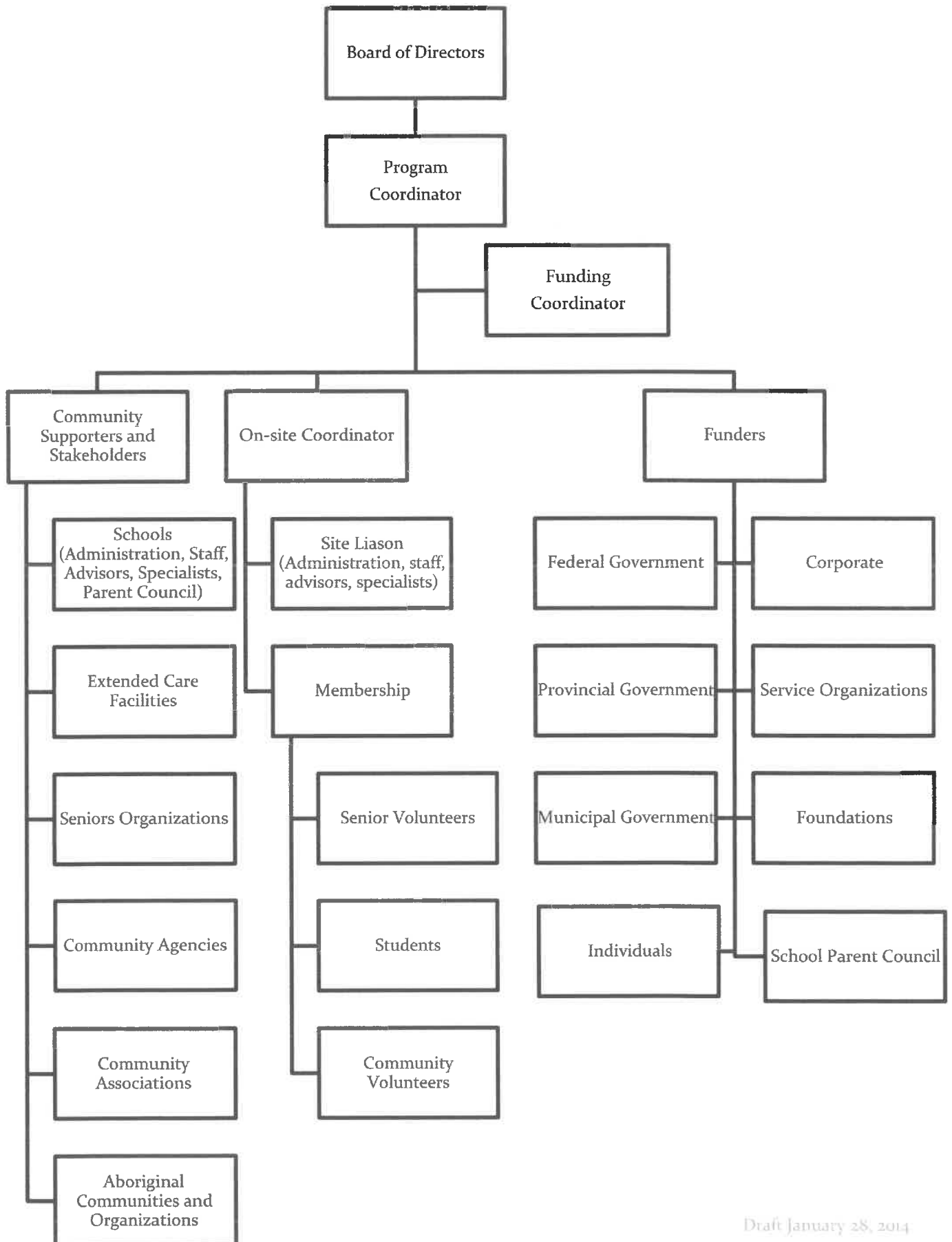
Ernst Enns

Mary Fraser

Tim Giese

42064 TWP RD 272*COCHRANE AB*T4C3A4
PHONE: 403-861-4558
E-MAIL: INFO@SENIORSFORKIDS.CA

Seniors for Kids Society



Seniors for Kids Society

Annual General Meeting

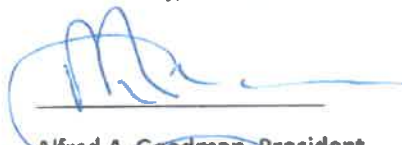
Monday November 16, 2020

To the members of Seniors for Kids Society

Financial Report for the Year Ended August 31, 2020

The attached Balance Sheet and Statement of Income, Expenses and Net Income is respectfully submitted for your information and review. It has been prepared by the Treasurer, and approved by the President, Secretary and Board of Directors as signified below. It fairly states the finances of the Society.



Hume Milroy, Treasurer

Alfred A. Goodman, President

Leigh Anne Johnston, Secretary

Seniors for Kids Society
Income, Expenses and Net Income
September 2019 through August 2020

	Sep '19 - Aug 20
Income	
4001 · Income - Schools	2,025.00
4010 · Income - Service Groups	1,500.00
4019 · Income - Corporate Sponsors	4,000.00
4030 · Income - Grants	51,703.00
4040 · Income Other	1,620.00
Total Income	60,848.00
Expense	
5001 · Advertising	320.00
5005 · Insurance	606.00
5010 · Office	589.83
5015 · Volunteer Support	49,449.91
5020 · Training and Meetings	300.00
5025 · Supplies	2,117.71
5030 · Transportation	431.20
5035 · Bank Charges	250.01
5040 · Fees and Dues	150.00
5045 · Volunteer Appreciation	2,785.85
5050 · GST Expense	219.69
Total Expense	57,220.20
Net Income	<u>3,627.80</u>



Rocky View County
Family & Community Support Services (FCSS)

2022 FCSS GENERAL FUNDING APPLICATION
(FUNDING PERIOD: January 1 – December 31, 2022)

ALL INFORMATION PROVIDED IS PUBLIC

APPLICATION DEADLINE IS 4:00 P.M. AUGUST 30, 2022 NO EXCEPTIONS

1. ORGANIZATION INFORMATION	
Organization Name	Synergy Youth and Community Development Society
Program Name	Synergy
FCSS Funding Request (over \$7,500) (from Section 9.6 C Proposed Budget)	\$115,000
E-Mail Address and Website	involved@yoursynergy.ca www.yoursynergy.ca
Mailing Address (include postal code)	#101, 340 Merganser Drive West, Chestermere, AB, T1X 0Z6
Street Address (for courier purposes)	Same as above
Agency Telephone Number	403-212-0242
Agency Fax Number	587-387-2876
Executive Director Name	Patty Sproule
Program Contact Name	Coralee McIntosh
Phone Number (If different from above)	Same as above

2. CERTIFICATION OF COMPLIANCE
This is to certify that to the best of my knowledge and belief, the information included in this application 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)


Signature (Agency Signing Authority)

Executive Director
Title

Patricia Sproule
Print Name

8/13/2021
Date



Submit Completed Documents to, or for further assistance contact:
Dimitri Dimopoulos, FCSS Coordinator
Rocky View County
262075 Rocky View Point
Rocky View County, AB T4A 0X2

Please note that faxed or e-mailed copies of the application will not be accepted. All proposals (printed single sided pages only) must be received in the Rocky View County main administration building by 4:00 p.m. SEPTEMBER 30, 2020. It is strongly recommended that you courier or hand deliver your proposal and request confirmation of receipt. APPLICATIONS NOT RECEIVED BY THIS DEADLINE WILL NOT BE ACCEPTED.

☒ Please email confirmation of receipt of this application to: coralee@yoursynergy.ca

Please indicate how you heard of the Rocky View County FCSS Program:

_____ newspaper ad _____ social media _____ website visit/search
_____ word of mouth X other (specify) They are our current funders

3. SOCIETY MEMBERSHIP (current)	
Number of Members	XX
Membership Fee Per Member	\$0

4. TYPE OF ORGANIZATION		
Alberta Societies Act Registration Number:	5017832279	
Charitable Number (if have one):	84233 9988 RR0001	<input type="checkbox"/> Government Agency

5. DAYS AND HOURS OF OPERATION OF THE PROGRAM							
OPERATING HOURS	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
	9am-9pm	9am-9pm	9am-9pm	9am-9pm	9am-5pm	Intermittent	Intermittent
Dates not Open:	Some Saturdays & Sundays						
Statutory Holiday:	Usually Closed			Other			

6. DOCUMENTATION REQUIREMENTS: <u>Do not provide other attachments unless requested to do so.</u>	ATTACHED
List of current agency Board of Directors by name and Board position (Board information is requested to ensure sufficient governance and make members accessible to administration, if required.) Do not include personal contact information (home addresses, emails, or phone numbers).	<input checked="" type="checkbox"/>
Fee Policy and Schedule (if applicable)	<input checked="" type="checkbox"/>
Organizational Chart of Agency	<input checked="" type="checkbox"/>
Certificate of Incorporation under the Societies Act if new applicant. (Not applicable to other municipal governments and associated departments)	<input type="checkbox"/> Included <input type="checkbox"/> Not Applicable
Constitution and Bylaws (first time applicants only unless changes were made by previously funded groups)	<input checked="" type="checkbox"/>
Job description(s) for County FCSS funded positions requested (first time applicants only unless changes were made by previously funded groups)	<input type="checkbox"/>
Most recent Audited Financial Statement	<input checked="" type="checkbox"/>

The personal information on this form is being collected for the purpose of determining eligibility of an applicant to receive FCSS funding; to assist in administering the FCSS funding; and to monitor, assess, and evaluate your program. This information is collected under the authority of Section 33 (c) of the Freedom of Information and Protection of Privacy Act and may become public information once it is submitted to the FCSS program. Questions regarding the collection of this information can be directed to the Manager, Recreation and Community Services at 403.520.6307.

7.1 PROGRAM DESCRIPTION

Provide a brief program description in a few sentences (to be used for publication by FCSS)

Synergy empowers youth and community groups to build strong connections through relationships, education, leadership and programming to create connected, engaged and healthy communities.

Synergy offers leadership and wellness education for both individuals and local nonprofits. Through resiliency building programs, community-based activities, and professional facilitation services, we provide opportunities to develop healthy relationships and build our community's capacity. We also host the Lifepath Centre for Community Leadership, a collaborative gathering space for the nonprofit sector to meet, deliver programs and services and access resource tools, relevant information, and training opportunities.

Synergy promotes the volunteer sector as a valuable resource as well as developing both individual's and nonprofit agencies' capacity to increase skills, competencies, and self confidence, which serves to enhance our community's quality of life.

7.2 PREVENTION

In what way(s) is your program preventive in nature? Check the appropriate items from the following list. You will be required to report on each of the Outcomes that you have selected.

Provincial Outcome	Rocky View County Outcomes	
Improved social well-being of individuals	Outcome 1: Individuals experience personal well-being. Indicators: Resilience; self-esteem; optimism; capacity to meet needs; autonomy; competence; personal engagement; meaning and purpose.	<input type="checkbox"/>
	Outcome 2: Individuals are connected with others. Indicators: Quality of social relationships; social supports available; trust and belonging.	<input type="checkbox"/>
	Outcome 3: Children and youth develop positively. Indicators: Developmental assets.	<input checked="" type="checkbox"/>

Provincial Outcome	Rocky View County Outcomes	
Improved social well-being of families	Outcome 4: Healthy functioning families. Indicators: Positive family relationships; positive parenting; positive family communications.	<input type="checkbox"/>
	Outcome 5: Families have social supports. Indicators: Extent and quality of social networks; family accesses resources as needed.	<input type="checkbox"/>

Provincial Outcome	Rocky View County Outcomes	
Improved social well-being of the community.	Outcome 6: The community is connected and engaged. Indicators: Social engagement; social support; awareness of the community; positive attitudes toward others and the community.	<input checked="" type="checkbox"/>
	Outcome 7: Community social issues are identified and addressed. Indicators: Awareness of community social issues; understanding of community social issues; agencies and/or community members work in partnership to address social issues in the community.	<input checked="" type="checkbox"/>

7.3 PRIMARY TARGET

Indicate the Primary target at whom the program is aimed by estimating the percentage of the program's FCSS allocation that is directed to services in the following categories.

Children	25	%
Youth	30	%
Families		%
Adults		%
Seniors		%
Volunteerism	20	%
Community Development	25	%
Total	100	%

7.4 SOCIAL SERVICE CONTINUUM

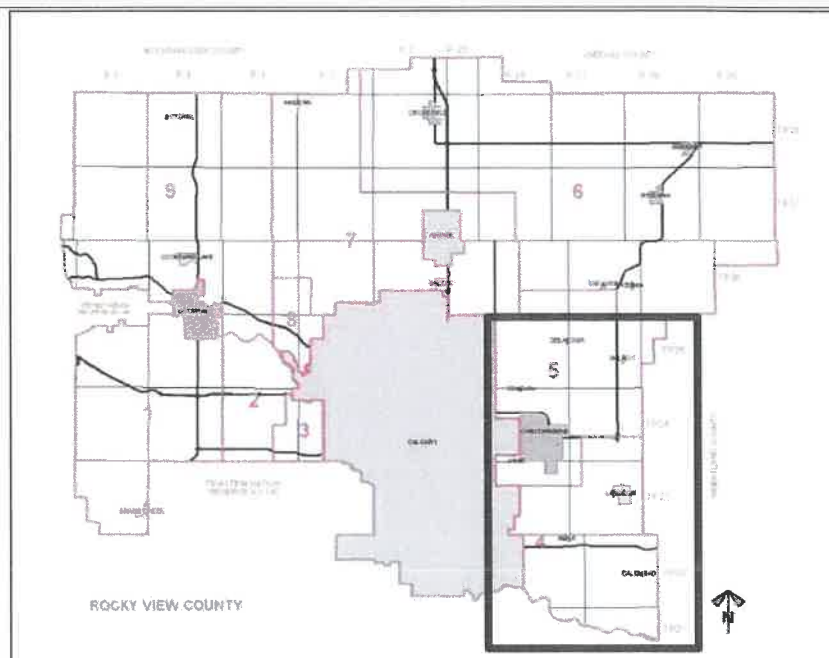
Please indicate the percentage of each section below that your program provides.

• Promotion: Programs and services that promote public education and awareness of social needs.	25	%
• Prevention: Programs and services focused at the earliest opportunity on individuals and families whose social well-being in community life is at risk.	40	%
• Early Intervention: Programs and services focused on individuals and families with identified early signs of unmet needs, who require support to enhance their social well-being.	20	%
• Specialized Services: Programs and services for individuals and families focused on emerging social needs not yet sufficiently addressed by community support.	15	%
• Remediation Services: Programs and services for individuals and families with clearly defined unmet needs, who require assessment, intervention, and treatment to enhance their social well-being.		%
Total	100	%

8. COORDINATION AND COMMUNICATION

A. Identify organizations within the program's catchment area (define your region of operation; include towns and border of service area and also clearly mark it on the map with thick black lines) that provide similar services.

Synergy's region of operation is Chestermere, Langdon and South East Rocky View County area. Synergy connects with local organizations to ensure there is no duplication of services and we are known for providing unique programming that fills gaps, particularly for underserved populations. Organizations we have connected with include Chestermere Community Support Services, Bow Valley Scouts, Girl Guides, Camp Chestermere, Scouts, Cadets, 4H, and community churches.



B. What cooperative and coordinative steps has the program taken with these agencies?

Synergy's philosophy is deeply rooted in the premise that we can achieve much more by working in partnership than we can in isolation. We are highly collaborative in everything we do, and we emphasize that with youth. What makes us unique and well-suited to deliver this program is that we are already well-established within the community and have achieved an increasing, enhanced and strengthened network which normally takes a significant amount of time and money to establish.

Over the past eight years, we have developed and deepened our relationships, supports and resources. We continually nurture these relationships by supporting local agencies to the best of our ability whether it be through the sharing of knowledge, resources, services and/or volunteers. Synergy representatives connect with all groups and agencies to keep the conversation going regarding current community needs and how we can collectively address them. We have shared our resources with the South East Rocky View Food Bank, OK Seniors, Langdon Community Association, Langdon Community Collaborative and all four Ward 2 Schools (Chestermere High, Indus, Langdon and Sarah Thompson Schools). We consistently connect with local schools to offer support, whether it be offering free/subsidized programs or by assisting with a local playground build. We also support the Langdon Community Garden Society by planting, weeding and watering the garden plots.

We have notably been one of the only agencies to address youth needs whether it be youth-at-risk or high-achieving students as well as supporting local organizations and volunteers of any age looking to give back to the community. This has continued throughout the pandemic whether it be through online platforms or in-person groups.

C. Describe the similarities and differences between the proposed program and those identified as being delivered by other organizations.

Synergy offers an alternative opportunity for youth, most of whom do not have an aptitude or interest in traditional groups/activities such as sports. We focus on inclusion, building self-esteem/confidence, finding a place to belong, discovering passions and developing citizenship through the provision of barrier-free programming. Many other organizations provide options to develop leadership (e.g. Guides, Scouts, Cadets, Camp Chestermere), but these groups tend to be either narrowly focused (i.e. Christian Leadership) or are not flexible enough to adapt to the needs of the community. Our community's other amazing organizations tend to offer short-term programs and/or have a significant cost associated with them. Synergy is flexible and adaptive enough to allow for year-round programming that fits the needs of the community and at reduced or no cost. We consistently connect and collaborate with other organizations and welcome any of their participants to attend our programs. Synergy was able to seamlessly transition to online programming, via Slack and Zoom platforms, during the pandemic, as per restrictions, and was able to resume to in-person programming as soon as it was deemed safe to do so.

Synergy continues to have updated Biosafety Protocols in place for all our staff, volunteers and program participants. Our protocols are based on Alberta Health Services and the current Chief Medical Officer of Health orders but are somewhat more conservative in that we still require masking indoors when physical distancing is not possible. Since the beginning of summer 2021 programming, we have implemented practices to minimize the risk of transmission of infection among attendees, provided procedures for rapid response if an attendee develops symptoms of illness and ensured that attendees maintain high levels of sanitation and personal hygiene so that we are complying to the extent possible and beyond. Our biosafety information can be found on our website and includes pre-screening and tracing protocols along with our sanitization and physical distancing requirements. Our safety practices have been extremely successful in allowing everyone to participate safely in Synergy programming, especially with many other options for youth engagement being limited.

Synergy also incorporates mentoring as a key component in all our programs. The mentor's role is to be a consistent, healthy, non-parent, adult or young adult relationship support within the community. Adult and teen mentors work with both large and small groups, as well as, one-on-one with youth in need, connecting them with appropriate professional services and when feasible, engaging them in community activities and programs. This is by far the most cost-effective, efficient and impactful strategy to support and educate youth.

OUTCOMES MODEL

(For further information on the outcomes model contact the County FCSS program for a copy of a toolkit.)

9.1 AGENCY/PROGRAM VISION

Desired social condition. May be your agency's existing vision statement.

Synergy's vision is for connected, engaged and healthy communities.

9.2 AGENCY/PROGRAM MISSION

Unique role in working towards the desired social condition. What are you currently doing to achieve your mission (e.g. other programs and services that are not a part of this application for funding)?

Synergy's mission is to empower youth and community groups to build strong connections through relationships, education, leadership and programming. We achieve this by providing quality youth programs as well as being unconditionally supportive and connected with the community and local organizations. Our programs are developed from evidenced-based curriculums and current research. As an organization, we are consistently seeking training and resources to identify best practices and trends in working with youth and the community. We incorporate the research into experiential programs and services with consideration for the fact that rural areas have distinct needs and issues that many urban centric agencies do not adequately address. Since our relationships extend beyond our service area, we have noted that many rural areas in Alberta have similar or differing struggles that larger urban agencies do not identify with or are not equipped to handle. Our ongoing relationships with local schools (i.e. with their Child Development Advisors), health care professionals, not-for-profit groups and community members allow us to support them, as well as identify current needs or issues that need to be addressed. Through our support, wellness referrals and our Connection and Care program we can connect individuals, youth and families with the health and wellness programs and services that will enhance their well-being and build resilience. Furthermore, we accommodate our participants as much as possible by bringing SERV participants out to events/programs that they normally would not have access to due to transportation barriers and including them in our online programming.

Synergy continues to be one of a select group of not-for-profit sector agencies receiving provincial funding through the Enhanced Capacity Advancement Program. This program focuses on building the capacity of the not-for-profit and voluntary sector and allows us to extend the level of support we can offer community groups in their efforts to build capacity.

9.3 STATEMENT OF NEED

Problem statement; description of the situation you wish to change.

A need has been identified in South East Rocky View County for quality, community based, youth social skills development programming that can support the positive development of children and youth. This need is evident in ongoing client feedback surveys, allied professionals' letters of support, professional networks, client testimonials, and population demographics. South East Rocky View (SERV) youth require alternative sources of mentorship to provide opportunities for increasing their level of confidence, independence and resiliency. They also need support in growing their leadership skills, discovering their passions and finding a sense of belonging in their community.

Having worked with youth, families and community groups in Southeast Rocky View for several years, we have identified an increasing and significant need for wellness support for youth and their families. Even with supports available, many youth, families and community members struggle with identifying their wellness needs or knowing how to access these supports and resources. More importantly, they do not know WHEN to get help (i.e. importance of prevention and early/timely intervention). Recent demographic data (Census 2016 from Statistics Canada and 2018 census data from Rocky View County) has shown increasing populations of over one third of the residents being under the age of 20. It is statistically inevitable that the needs and issues of this population will continue to grow and change as well.

Perhaps the most significant impact on our community's youth, families, caregivers and professionals has been the Covid 19 pandemic which has especially affected youth mental wellness due to the long periods of isolation required in order for families to stay physically safe. At Synergy we have already experienced an uptick in counselling referrals and expect that trend to continue for some time to come.

This community has experienced an increase in suicides and other sudden deaths in the past few years and we have seen first-hand the impact these tragedies have had on local youth and families. Research shows the devastating impact that these types of tragedies can have on the community along with the compounding issues (grief, depression, substance abuse, etc.) that tend to go along with it. There is growing evidence that children exposed to trauma or sustained toxic stress can experience lifelong learning, physical health and/or mental health challenges.

The well-being and resiliency model of providing an umbrella of support through offering prevention and early intervention programs supports the positive development of youth at risk (Children's Services, Government of Alberta. (2019). Children's Services Well-being and Resiliency: A Framework for Supporting Safe and Healthy Children and Families). The YELL Youth Council Community Youth Survey demonstrated a definite trend with a large number of youth expressing the need for more wellness supports (44.2%, 834 participant response rate). Our agency is well suited to identify the issues and address the needs of our community. Additionally, Synergy is the lead agency in a Community Coalition that is developing a comprehensive survey with the goal of identifying what is needed to make our communities safer.

Synergy programs work directly to identify and enhance individual, family and community assets using a prevention and/or early intervention strategy through a community development lens. This project emphasizes collaboration, connection, and empowerment for participants, while engaging the community to work with each other for positive growth and change. Synergy's objective is to reduce risk factors and increase protective factors including decreasing internal/external barriers to community-based mental health supports and increasing access to information about programs and services available, so that families are healthy, connected and supported in the community and that further tragedies are avoided or the effects minimized. These issues have only been magnified due to the pandemic and the wariness of what the future holds for youth and families.

In addition, local not-for-profit organizations need opportunities to strengthen their capacity through collaboration, discover resource efficiencies, and gain experiential knowledge through volunteerism and community development. Our community engagement and capacity building programs support the goals of the 2018 Rocky View County Plan as well as acknowledging the needs outlined in the 2020 Rocky View County Recreation Needs Assessment Study.

9.4 STRATEGY/ACTIVITIES

How will the program address the specified need? What goal or long-term change or impact do you want to achieve? What are you going to do in the program to achieve your goal(s)?

ADOLESCENT PROGRAMS

All of our programming is holistic in nature and intrinsically connected. We take a well-rounded approach to building resiliency through a focus on healthy relationships in every program we offer. Healthy relationships with peers, mentors, volunteers, and community is a foundation for the development of resilient children and youth. All programming is intentionally preventative, utilizing relationship to build resiliency and prevent adverse childhood experiences. However, when necessary, we provide timely intervention that can assist youth with getting back on track and preventing future challenges. Through weekly programming, youth can learn and practice their skills in a safe and encouraging environment without the pressures or issues of school and family. Activities within the programs are taken from evidence-based curricula and proven strategies.

Synergy offers an important social experience for those who are looking for a place to belong. Our youth welcome new members and guests always, no matter what, with diversity and individuality strongly respected. Youth are supported by adult and teen mentors and a network of community leaders, but the youth undoubtedly give at least as much, if not more, than they receive and our Volunteers receive at least as much as they give.

The programs and relationships that Synergy develops produces a 'ripple effect' in the community. Through investing in youth by building long lasting relationships and providing targeted, well-developed programs and services that grow and adapt with the needs of participants, Synergy is committed to enduring positive and lasting change in the community as a whole. This commitment supports the individuals who are a part of Synergy to grow into their authentic selves, make healthy and positive choices as well as gain confidence to be leaders in their communities. This approach to programming produces a ripple effect in the community as youth who are healthy, confident, and empowered pass those skills and attitudes on to their friends, families, and co-workers, creating a healthy, confident and empowered community and society. Research and experience has shown that this can only be accomplished when emphasis is placed on quality versus quantity, in regards to capping participant numbers within each program.

YELL Youth Council (13 – 17+ years) - began in 2007 - weekly

A formal leadership program that as of 2017 began incorporating the City of Calgary's credible and well-known LEAD (Leadership, Empowerment, Achieving a Difference) curriculum. Teens can earn a LEAD certificate that is recognized in and around Calgary, as well as on post-secondary and scholarship applications. Council members complete nine modules incorporating specific learning activities that include *Communication, Conflict Management, Diversity, Leadership, Leisure Education, Personal Wellness, Planning and Organizing, Teamwork, Problem Solving and Decision Making*.

The council uses structured time to develop projects and organize volunteer opportunities and events. They often facilitate consultations to determine issues and trends as well as to set plans to advocate for positive change. Youth Council activities include a Civic Engagement Project that connects them with prominent adult community leaders for reciprocal mentorship opportunities, working on community projects with the Werklund School of Education as well as the Pretty In Pink campaign for local schools which involves them facilitating assemblies to educate youth on bullying (this includes the difference between what is bullying versus what is mean or rude and taking a more positive and encouraging perspective on kindness). This Campaign brings much needed awareness and education for bullying both in schools and the community at large. Research shows that one of the most effective ways to educate youth is through youth, therefore the school assemblies provide a unique and effective method for students to understand the definition and impact of bullying. Designing, creating, marketing and selling the Pretty in Pink buttons helps Council members understand the nature of entrepreneurship and remind the community in a positive way that bullying is still an issue and it can be prevented.

YELL is also looking into the Canadian Mental Health Association Calgary's School of Peer Support for Youth which is a 40-hour virtual learning program for youth to support their peers in the community. Having a supported and structured Youth Council like this provides youth and volunteers opportunities to support their community directly.

Youth Internship Program (15 – 21 years) – began in 2014 – year-round

A youth leadership education and employment skills program providing extensive training and hands-on work experience within community organizations through reciprocal mentoring relationships. Interns take the lead on important community programs such as the Langdon Summer Drop In Program (description below). Other examples of Intern projects include assisting with Dabble/SHOUT programs, community art/gardening projects, the Positive Ticketing program, supporting local not-for-profits and SERV community events.

Friday Fam (13+ years) – began in 2019 – weekly

An evolution from our original Coffee Talk program, this program provides necessary support, sense of community and fun for teens in Langdon. In the format of a conversation circle, youth learn to build healthy relationships with peers and mentors through learning about important social/personal issues and team-building activities. Wellness education is the focus while youth learn how to address and prevent personal mental/physical/spiritual health issues.

Retreats and Workshops – began in 2008 – Four to Six per year

Camps and workshops provide a platform for youth-to-youth mentorship and for Youth Interns to practice their leadership skills while facilitating a leadership education focused retreat for children, pre-teens and younger teens. Workshops on a variety of topics such as Suicide Prevention, Mental Health First Aid, Program Facilitation, Resume Writing, Interview Skills, Mindfulness, Cultural Diversity and Financial Literacy are offered regularly.

PRETEEN PROGRAMS

SHOUT (10 – 12 years) – began in 2013 – weekly

Based on the One Circle Curriculum, the weekly SHOUT Boys/Girls Program has been delivered to the community and local schools for the past four years. Program Coordinators can adapt the program content and activities to meet the specific needs of youth in each session. The program components have been working very well and the only changes that we have already made is to incorporate the COVID-19 biosafety protocols (e.g. masks, physical distancing etc.). SHOUT programs incorporate key themes and formats from the One Circle Foundation curricula. The gender-responsive circle models and interventions are designed in evidence-based principles and practices, incorporating Motivational Interviewing, Cultural Responsivity, Strengths-Based approaches, and Trauma-Responsive practices. Weekly sessions allow youth and their mentors to have their authentic voices heard in a safe space while building trust as a group to allow youth to fully learn the fundamental life skills to be successful in school, relationships and within

their family. Each week, youth focus and learn concepts such as *Social Skills, Emotion Identifying, Problem Solving, Educational Goal Setting, Goal Achieving Skills, Culture and Diversity, Impulse Control, Anger and Conflict Management* skills.

Over time, youth can make positive relationships with mentors and utilize the confidence from that to build healthy relationships with other youth. Weekly hands-on and challenging activities give youth an opportunity to practice what they learned including how to handle negative emotions in a healthy and productive way. Regular opportunities for brief check-ins and identification of possible concerns allows us to direct youth and their families to services and provide referrals more efficiently.

Youth are more likely to indicate needs, such as bullying or suicidal ideation, to a trusted facilitator or group once a relationship has been established. Small group settings provide opportunities for observation and increased staff-mentor-youth connection. These programs also increase community engagement as youth are given projects that provide opportunities to support and connect with other groups, such as senior populations, which has greatly fostered intergenerational reciprocal mentorship.

Dabble (7 – 9 years) – began in 2019 – Eight-week sessions

A structured program that provides children with the opportunity to try activities they might not otherwise get the chance to, in a safe and welcoming atmosphere. Children develop positive relationships with other children their age, and are mentored by caring adults while learning from professional facilitators during all the activities they participate in. Many find they have a passion for a particular sport, skill or hobby and are inspired to pursue it further. Activities have included: skateboarding, equine therapy, coding, gardening, smudging ceremonies, traditional Indigenous medicine and making nutritional snacks.

Langdon Summer Drop In/Day Camp (10+ years) – began in 2013 – weekday mornings and afternoons from July through August

A structured outdoor program for youth to engage with each other and connect through physical literacy games, problem-solving activities, creative art projects and to be mentored by older Synergy Youth Interns and volunteers in a safe and encouraging environment. This serves as an alternative to screen time or just sitting at home and helps youth build social skills and healthy relationships. Some of the youth present challenging behaviours which allow our trained staff and interns to help them navigate their problems and support their social-emotional learning.

PRETEEN, YOUNG ADULT & FAMILIES

Child Safe Programs (10+ years) –Six – Eight per year

Synergy offers a variety of programs facilitated by Child Safe Canada. The main programs offered are the Babysitter Course and Home Alone. Others such as Friendship Builders are offered as the need is determined through community consultation. Home Alone is a safety training program for youth age 10 years + (younger siblings can attend). Participants learn through interactive games and role playing the skills needed to safely and confidently stay at home alone. Babysitter Course is a course for youth age 11 years + that are interested in babysitting or have started babysitting. Participants learn what it means to be a responsible babysitter, safety tips for children, feeding and diapering, basic first aid and what to do in case of emergency.

Homework Helpers (grades 4 – 12) – Once to Twice per Month

Offers help with homework in all academic areas. Students are mentored by older students as well as adult staff and volunteers. The focus is on developing problem-solving skills, using an adaptive learning model, and emphasizing fundamentals. Wellness education techniques are used to reduce test anxiety, increase academic self-confidence, and maintain a positive attitude towards education.

Facilitation of Langdon Community Collaborative – bi-monthly meetings plus workshops

The Langdon Community has played an active role in advocating for the development of local amenities and facilities in Langdon for the past six years. As a Collaborative, the member organizations work together to promote a healthy community through multiuse facilities and programs, assisting diverse groups of all ages and abilities. With projects such as Quad Ball Diamonds and a joint use facility in conjunction with Rocky View County and Rocky View Schools, there are a number of projects underway in the hamlet of Langdon. The Langdon Community Collaborative continues to meet and move forward with collaborative fundraising efforts and community partnerships. As an active service provider in Langdon, Synergy has been a member of the Langdon Community Collaborative for over five years,

partnering with a number of organizations for community events and program space. Synergy has been coordinating and facilitating these meetings for over four years and plans to continue to provide this service in 2022. Taking on this role has allowed the already stretched community volunteers to focus their efforts on fund development and awareness building. The Langdon Community Collaborative is also currently working with Alberta Health Services to complete the Alberta Healthy Communities Initiative in Langdon. This initiative will identify ways for residents to live a healthier and more active lifestyle.

Connection and Care services - began in 2019 - ongoing

While great strides have been made in trying to reduce the stigma and stereotypes associated with mental health issues, we continue to experience the detrimental impact that stigma has on individuals, particularly in our own community. This stigma often results in people refusing to seek help until they run into trouble or require costly and extensive intervention. In January 2019, Synergy piloted a project in response to a need we had learned about through our participants and the professionals we collaborate with. This program has continued to help support those in need of accessible health and wellness supports. Since then we have provided referral services for direct, no-cost access to a Nurse Practitioner (for sexual health issues and/or diagnose/treat physical and mental health issues) and a Counsellor (for youth, adult, group and/or family counselling), within the Centre for Community Leadership or available local space (e.g. home, clinic, coffee shop, etc.) serving as an indiscriminate, safe space for individuals to access these services. This program has been promoted throughout our service area through our programs, events, social media, and community networks. Individuals, youth and families are provided with local health specialist services that are as close to barrier free as possible – barriers such as wait times, cost and transportation. The Nurse Practitioner and Counsellor are able to connect with clients quickly and set appointments on weekends and evenings, when it best suites the client, in their home community. Both health professionals are also well connected in the community and can refer clients to other local programs for additional preventative and early intervention supports.

An extension of the services provided by the health specialists is consultation for staff and volunteer mentors who are supporting complex youth. Direct consultation with health specialists allows staff and volunteer mentors that have developed relationships with youth that may be at risk to support them in a timely manner, provide them with information and knowledge on how they can become more resilient, manage their challenges, and provide appropriate referrals.

Wellness and Wellbeing Support/Supported Referrals - began in 2013 – ongoing

Synergy has been directly involved with the community since it was established in 2013 and has been notably recognized as a safe and accessible agency, we have always been a referral service for anyone who has been in need or just needs some added support. This includes but is not limited to; youth of any age, their family members, not-for-profit agencies, for-profit agencies, first responders, public figures and vulnerable populations. Our open-door policy is conducive to community members calling or dropping in, often without an appointment, seeking confidential advice, ideas, resources or simply a listening ear. We continue to be a source of referral and support as we have developed relationships with many individuals, families and organizations in the community, either through our weekly programs, community events, volunteer involvement, or professional networks. Staff are highly responsive to meet the needs of these community members, encouraging referral to longer term supports and often ‘walking with’ the community member until they make the appropriate connection. Successful connection with mental health professionals often takes a significant amount of time due to the need for research, wait lists, lacking transportation to access services and/or resistance from the community member to start working with someone they are unfamiliar with.

9.5 RATIONALE

An explanation of why you believe this strategy or approach will work; include research if possible.

Our programs have evolved over the past few years in keeping with the ever-changing needs of our youth and community population. What has been consistent, however, has been the fact that mentorship from older peers and adults has always had a significant impact on the young people’s ability to learn new skills and become valued community leaders. We know that the earlier we can positively impact youth, the more likely they are to become life-long contributors to society; increasing the age continuum to include pre-teens provides the opportunity to make that impact.

Many of the local not-for-profit organizations that are active in the area are completely volunteer run. This puts a great deal of pressure on volunteers to implement programs and services, maintain facilities and recruit new volunteers.

With a growing population in Southeast Rocky View, specifically Langdon, the need for capacity building supports is increasingly evident. By providing resources and support to all of them as well as facilitating opportunities for collaboration, we can assist them in increasing their capacity without overloading their existing leaders.

The rationale we use from our logic model is that...

- If youth experience healthy relationships and community support, then the development of their cognition will improve in a healthy manner.
- If youth are given an opportunity to make positive contributions to the community, then they will develop leadership skills, life skills, and positive self-perception.

Synergy program plans are always centred on evidenced based curricula and current research. As an organization, we are consistently seeking training and resources to identify best practices and trends in working with youth. We incorporate the research with our experiential results as findings show that rural areas have distinct needs and issues that many urban centric agencies do not adequately address. Since our relationships extend beyond our service area, we have already noted that many rural areas in Alberta have similar or differing struggles that larger urban agencies do not identify with or not equipped to handle.

Our pre-adolescent program lessons plans are based on the One Circle Foundation (Boys Council and Girls Circle Curricula) and various Health Relationships toolkits. We also utilize Canada's High Five training program and resources as it is the national standard for children's programming. Staff, interns and many volunteers have taken Principles of Healthy Child Development and Strengthening Children's Mental Health training. We also use tools and training from the Alberta Mentoring Partnership as well as from the National Mentoring Partnership and The Alberta Centre for Child, Family, and Community Research as there is extensive research available about the importance of adult mentorship for child and youth development. Education practices re: healthy relationships, bullying awareness and prevention can be found on the Government of Alberta website (www.alberta.ca/bullying-prevention-resources.aspx) as well as survey reports on how bullying and family violence is still a significant problem in Alberta.

There is a large amount of information that we cannot adequately capture here but some of the relevant topics we encounter and must continually research include but are not limited to; the latest information on LGBTQ+ & gender identity issues, self-harm & suicidal ideation, fact-based anti-bullying education, diversity & inclusiveness, wellness practices & mental health education, age & gender appropriate social skills development, as well as handling social-emotional or family issues. Incorporating our research into our programs while utilizing the Community & Social Development Social Investment Framework as well as the Search Institute's 40 Development Assets has resulted in us achieving significant outcomes and impact for our programs.

Further evidence that supports our activities, goals and objectives include:

- One Circle Foundation (Entire Curricula Set): <https://onecirclefoundation.org/research.aspx>
- City of Calgary LEAD: <https://www.calgary.ca/csps/recreation/lead-youth-program.html>
- CMHA Youth Smart toolkits: <https://www.youthsmart.ca/>
- The Teen Compass Toolkit: <https://www.samaritanfamilywellness.org/>
- Alberta Mentoring Partnership; <https://albertamentors.ca/mentoring-basics/> and <https://albertamentors.ca/resources/tools-research/>
- Physical & Health Education Canada (2014) Mental Health Education in Canada: <https://phecanada.ca/sites/default/files/content/docs/resources/mentalhealtheducationincanada.pdf>
- National Collaborative on Workforce and Disability for Youth. (2016). Organizational and programmatic components of effective youth programs. www.ncwd-youth.info/publications/organizational-programmatic-components-of-effective-youth-programs/
- Promoting Quality Individualized Learning Plans throughout the Lifespan: A Revised and Updated ILP How to Guide 2.0 (2018) <http://www.ncwd-youth.info/wp-content/uploads/2018/03/Promoting-Quality-ILPs-Throughout-the-Lifespan-WEB.pdf>
- National Alliance for Secondary Education and Transition (NASSET). 2010. Youth Development and Youth Leadership: Standards & Indicators and Supporting Evidence & Research. Retrieved June 2018, from <http://nasetalliance.org/youthdev/index.htm>
- Adolescent Brain Development, Adverse Childhood Experiences, and Adult Support - The value of healthy adult relationships on developing children and youth is also examined in the Alberta Family Wellness Initiative, The Adverse Childhood Experiences Study, the Search Institute, and the Align Association of Community Services' June 2015 - Foundations of Caregiver Support.
- www.search-institute.org/our-research/development-assets/developmental-assets-framework/
- International Journal of Mentoring and Coaching in Education (2019) https://www.researchgate.net/publication/335659645_I_love_this_stuff_a_Canadian_case_study_of_mentor-coach_well-being

9.6 INPUTS

***Please see end of application for budget shell. Budget sheet(s) MUST follow the template as provided.**

A. Have you researched or sourced other methods of funding? How do you propose to sustain this program?

Yes, we are continually working to diversify our fund development in order to sustain our programs. We have integrated an extensive fundraising component into our fund development plan which we have been able to match through the Shaw Birdies for Kids program for the past two years. Synergy operates the Lifepath Centre for Community Leadership in partnership with the City of Chestermere. As the operating partner of the Centre, Synergy shares the facility with other Not for Profits on a daily basis.

We currently receive funding and in-kind support from the following:

Chestermere Family and Community Support Services (FCSS)

United Way/Chestermere Partnership

Government of Alberta – Enhanced Capacity Advancement Program (ECAP)

Alberta Culture and Tourism - Community Initiatives Program (CIP)

Canada Alberta Job Grant

Epcor

TD Bank

The Track Golf Course

Steel River Group

Qualico Homes

Canada Summer Jobs

Lifepath Wellness

Werklund School of Education

Werklund Foundation

Calgary Foundation

Calgary Shaw Charity Classic Foundation

Mountain View Financial

Langdon Medical Clinic

Langdon Bottle Depot

Many individuals, families and small businesses

Various fundraisers and nominal program fees for some programs (total subsidies always available)

Past and Potential Future Funders:

Alberta Culture and Tourism - Community Facilities Enhancement Program (CFEP)

In-kind support and funding from other sources is allocated to program expenses and additional projects that enhance SYNERGY's core programs and services

We have full intentions of applying to all the above for ongoing funding and are consistently sourcing other funding opportunities. We have charitable status which has allowed us to successfully receive and apply for grants that we previously were not available to our organization, such as the Calgary Foundation, Canada Post, Canada Youth Corps and Werklund Foundation.

B. Has this budget been authorized by your Board of Directors? Yes ☒ No ☐ If no, please explain:

N/A

9.7 PROJECTED OUTPUTS (Count of products and services delivered to the target group. For definitions, see the end of the report)

Please report the projected direct product of your activities, usually measured by volume of work accomplished. Must include projected number of individual participants, volunteers and volunteer hours. Other outputs may include projected number of training sessions, workshops, and community development programs. Include projected number of County residents utilizing services. Rocky View County residents do not include people who reside in Airdrie, Beiseker, Chestermere, Cochrane, Crossfield, Irricana or Redwood Meadows. It does include those who live outside of these municipalities and within the hamlets located within the County's borders.

A. PROJECTED NUMBER OF INDIVIDUAL PARTICIPANTS SERVED:

People served should only be counted once unless they are part of a family being served (see definitions). DO NOT include group participants, contacts, or community development initiatives if counted below.

Provide general summary of outputs here:

These are unique individuals that receive direct service through our programs as defined by FCSS.

Number of Children/Youth (0 to 18 years) 500 Number of County Residents: 450

Number of Adults (19 to 64 years) 10 Number of County Residents: 10

Number of Seniors (65+ years) 5 Number of County Residents: 5

Number of Families Number of County Families:

B. PROJECTED NUMBER OF GROUPS SERVED:

(e.g. workshops, training and/or education groups)

Provide general summary of outputs here:

YELL Youth Council, SHOUT Boys/Girls/Teen, Friday Fam, Volunteer Training, Summer Drop In Program, LCC Facilitation, Community Support, Connection and Care (counselling and referral), Youth Internship Program, Dabble, Homework Helpers, Resume Workshops, Job Interview Training, Financial Literacy as well as other life skills development workshops and training.

Number of Groups: 16+ Total Number of Participants: 500 Number of County Residents: 450

C. PROJECTED NUMBER OF CONTACTS PROVIDED:

(e.g. providing assistance with forms/referral; telephone, mail outs, email, and social media)

Provide general summary of outputs here:

Program registration, telephone/email inquiries, wellness referrals, social media posts, & member newsletters

Number of Clients: 200 Number of County Residents: 100

D. PROJECTED NUMBER OF COMMUNITY DEVELOPMENT INITIATIVES:

(E.g. community assessment, mobilization, and/or advocacy committees. Do not include service to individuals)

Provide general summary of outputs here:

Previous examples – Pretty In Pink Campaign, Cyber Bullying School Talks, Sarah Thompson Mental Health Week Presentation, Youth Serving Meetings, Langdon Days, Pancakes in the Park, World Suicide Prevention Day, All Candidates Forums, Community Christmas Stores, Langdon Pumpkin Patch, Bullying Prevention Meetings, Langdon Community Collaborative, Alberta Health Communities Initiative, Mental Health Coalition

Number of Initiatives: 14 Number of Clients: 1500 Number of County Residents: 1250

E. VOLUNTEERISM

a) What are the roles of volunteers in the program?

Synergy is fortunate to have a variety of volunteer roles for community members of all ages to help with. We work with our volunteers to determine their passion and assign volunteer roles that are of more interest to them and easier to commit to long-term.

Volunteer roles include but are not limited to the following:

- Event Volunteers – includes youth, family members of participants and other community members
- Adult/Teen Mentors – for program participants (e.g. YELL and SHOUT)
- Program Facilitators and Presenters
- Youth Interns/Volunteers – community initiatives as well as mentoring younger youth
- Board/Committee Members
- Office Assistance
- IT Specialist – updates our website and troubleshoots IT issues
- Special Projects – Assisting with specific projects (e.g. organizational risk assessment, community garden maintenance, etc.)

b) How does the program promote, encourage, and facilitate the use of volunteers?

Through our youth leadership development programs, we are able to provide high quality training to youth with a passion for giving back to their community while giving them the opportunity to gain practical, hands-on volunteer work experience throughout the entire year.

Synergy is very fortunate to attract volunteers from a variety of professional and volunteer backgrounds due to the nature of our work. We provide orientation, training, coordination, supervision and support to all volunteers. Additionally, we have become a safe place for socially isolated, disabled and otherwise challenged youth and/or adults to volunteer their time. Parents, Caregivers and Rehabilitation Professionals seek out opportunities for their charges to give back whilst receiving training and experience that contributes both to their resume and to the community. We also work with other local organizations to promote and recruit new volunteers to help support community projects and initiatives.

c) Total number of volunteers in agency/program:	244
d) Total number of volunteer hours in 2020:	4441
e) Estimated number of volunteer hours until the end of 2021:	5000

9.8 EXPECTED OUTCOMES

Statements, which describe the difference the agency/program intervention will make with clients in the short term, mid-term, and long term. These must logically connect to the Provincial and Rocky View County Outcomes in Section 7.2.

Outcome 3: Children and youth develop positively

Indicators: Developmental assets.

Using evidence-based techniques and years of experience working with local youth, our programs and relationships focus on key developmental assets and milestones for children and youth to develop positively.

Outcome 6: The community is connected and engaged

Indicators: Social engagement; social support; awareness of the community; positive attitudes toward others and the community.

As an organization, we utilize our growing network of relationships to keep community members engaged. Regardless of age, gender or background, we offer various opportunities for the community to get engaged and feel connected.

Outcome 7: Community social issues are identified and addressed

Indicators: Awareness of community social issues; understanding of community social issues; agencies and/or community members work in partnership to address social issues in the community.

Providing safe space for community members to discuss the local issues that impact them is critical for this outcome and Synergy not only identifies these issues, but helps individuals take steps to addressing them to help empower the community.

9.9 OUTCOME INDICATORS

List the specific items of information that you will track to measure your program's success on outcomes. These are generally in the form of a cluster of questions or surveys and relate directly to the Rocky View County Outcome Indicators listed in Section 7.2. Copies of the Provincial FCSS Measures Bank are available upon request.

Please see attached surveys.

10. ADDITIONAL INFORMATION

Please provide a brief agency/program history.

Synergy was created in 2013 in response to specific service gaps identified by local municipalities. Several community assessments and a formal Social Plan, conducted by The City of Chestermere, identified youth programming, volunteerism and community leadership as areas requiring more formal support and development. Particularly evident was the fact that there was insufficient programming for youth aged seven and older in Chestermere and the surrounding area. Collaborating with organizations from larger communities was attempted but ultimately unsuccessful due to their lack of connection to the community itself.

Over the years, Synergy programs and services have continued to meet the changing needs of our growing rural communities by integrating health and wellness programs to our programming continuum. We strongly believe that a person's wellness is intrinsically linked to their ability to be an engaged, connected and active member of their community.

In 2017, Synergy began operating the Centre for Community Leadership, a hub for community nonprofits. From this location we have been able to expand our program delivery and support services. Our current connections with youth

families, local schools and community organizations allows us to serve as an intermediary between groups to gather and share necessary information in order to best serve the community. Current assessments and demographics (Census 2016 and 2018 Rocky View County Census) highlight a trend toward an increasing youth population and the corresponding need for services and programs both on the prevention and early intervention scales. The highly inclusive nature of Synergy's programs and our 'Relationships First' philosophy have shaped a keen awareness that our programs are safe, accepting places to be involved. This has resulted in our agency becoming a natural haven for marginalized youth and families who are struggling with a number of issues including, but not limited to, mental health concerns, disability, isolation, family discord, bullying, school avoidance, gender identity issues and suicidal ideation. Synergy has been a registered charitable organization since January of 2018.

11. STORIES

Please provide 1 or 2 short anecdotal stories about some of your County rural clients who have received services from your organization, and how their situation has improved as a result of their involvement in this program. This story may be used for publication by FCSS. Please do not include any client identifying information.

At Langdon Day Camp, the group can often be large and diverse, giving youth who attend the opportunity to meet new people their age. For many youth, this can be very nerve-wracking, and we often notice that they may appear shy or reserved, especially for those who have not met many of the youth in the group. However, for many of the youth, having a safe space to be themselves and have fun can help them to begin breaking out of their shell and making new friends.

■■■■ joined Langdon Day Camp halfway through the summer. She opened up to a couple of the facilitators that she did not have many friends and that she had experienced bullying from other youth in the past, making her nervous to meet new people. While she was naturally a more shy and quiet youth, we noticed that she was always excited to tell a smaller group of people stories about herself. At first, she would often stick with one of the facilitators, but as she continued to come to Day Camp, she also began to make new friends. Eventually, she became good friends with a couple of girls who lived nearby her who would bike to and from Day Camp with her. Seeing her slowly break out of her shell and be able to make new friends that lived near her was very encouraging because it showed us that the environment created by Langdon Day Camp made her feel comfortable enough to put herself out there again and make new friends despite having had bad experiences with youth her age in the past.

Tim joined us at Langdon Day Camp right at the beginning of summer and continued to come most days. From the beginning we noticed that he was not always interested in the large group games or activities and would often be much happier to do other activities by himself. The program facilitators and interns all worked together to try to engage him with the group or get him to join activities with a smaller group of youth. We quickly picked up on some of his interests and got him to connect with other kids using those common interests. Although he never became a fan of joining the big group games, after meeting more of the other youth and getting to know them, he became much more comfortable with playing other games with a smaller group. He would often be part of a small group of youth who loved crafting, and playing board games, and telling each other stories. Through being at Day Camp regularly he was able to develop his abilities to connect with other youth around his age and slowly became more comfortable joining the large group for short times. Like with ■■■■ the environment at Langdon Day Camp allowed him to be himself and grow his social skills.

INSERT BUDGET DETAILS ON THE FOLLOWING PAGE
DO NOT INCLUDE IN-KIND SUPPORTS, ONLY ACTUAL DOLLARS
AN EXCEL SPREADSHEET IS AVAILABLE FOR INSERTION

Please ensure that section 9.6 C starts on a page(s) with no other sections on the page(s). For consistency purposes, it is **IMPERATIVE** that you use the following template as provided and **NOT** modify it, other than adding additional lines.

9.6 C. INPUTS (Resources dedicated to the program. Include staff and budget for one year.)			
2022 PROPOSED 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 2022 Costs to be paid or contributed by the Applicant and other funding partners (Agency Contribution)	Column 2 2022 Costs to be funded by County FCSS (Program Request)	Column 3 2022 Projected Year End Total Program Budget (Total Cost)
EXPENSES			
PERSONNEL (specify positions and hours per week)			
Executive Director (0.5 FTE)	33,000.00	17,000.00	50,000.00
Community Dev Manager (1.0 FTE)	47,000.00	23,000.00	70,000.00
Program Staff (3.5 FTE)	130,000.00	64,000.00	194,000.00
Clinical Support	25,000.00	5,000.00	30,000.00
Administrative Support	25,000.00	5,000.00	30,000.00
Summer Student	2,000.00	1,000.00	3,000.00
a. SUBTOTAL PERSONNEL	262,000.00	115,000.00	377,000.00
TRAVEL & TRAINING (specify)			
Staff Training	2,000.00	0.00	2,000.00
Volunteer Training	1,000.00	0.00	1,000.00
Volunteer Appreciation	1,000.00	0.00	1,000.00
Travel & Training	1,000.00	0.00	1,000.00
b. SUBTOTAL TRAVEL & TRAINING	5,000.00	0.00	5,000.00
MATERIALS AND SUPPLIES (specify)			
Program Supplies	10,000.00	0.00	10,000.00
Office Supplies	6,000.00	0.00	6,000.00
c. SUBTOTAL MATERIALS AND SUPPLIES	16,000.00	0.00	16,000.00
OTHER (specify)			
Liability Insurance	2,000.00	0.00	2,000.00
Vehicle Insurance	1,500.00	0.00	1,500.00
Vehicle Operation	1,500.00	0.00	1,500.00
Facilitator Fees	3,000.00	0.00	3,000.00
Bookkeeping/Audit Services	6,000.00	0.00	6,000.00
d. SUBTOTAL OTHER	14,000.00	0.00	14,000.00
e. TOTAL EXPENDITURES (e=a+b+c+d)	297,000.00	115,000.00	412,000.00
REVENUE (specify other sources of funding including fundraising, fees for service, other grants, etc.)			
Fundraising/Donations	45,000.00		
Program Fees	2,000.00		
Chestermere FCSS	128,000.00		
United Way	27,000.00		
ECAP (Provincial Government Grant)	60,000.00		
Small Grants	35,000.00		
f. TOTAL REVENUE	297,000.00		
g. FCSS REQUEST (DEFICIT = Total of Column 3 Expenditures – Total Revenue)		115,000.00	

COMPLETE THIS SECTION ONLY IF YOU RECEIVED 2021 COUNTY FCSS FUNDING AND ARE APPLYING FOR AN INCREASE.

12. 2022 FUNDING INCREASE REQUEST EXPLANATION	
A. 2021 County FCSS Grant	\$83,500.00
B. 2022 County FCSS Request	\$115,000.00
C. Does this request result from a decrease in other funding support? Specify.	
No	
D. Identify requested funding increase. List each category and the amount of increase (e.g. Personnel, Materials and Supplies).	
Personnel and Clinical Counselling	
E. Provide a rationale together with supporting data, using demographics as necessary.	
<p>Synergy's 2021 request to Rocky View County FCSS was \$108,000. While we were grateful to receive \$83,500.00, not receiving the full amount requested meant we had to reduce our programs and services and limit the numbers we could offer service to. Given that as well as the anticipated increase in the need for youth wellness programming, mentorship and counselling due to the effects of the pandemic, we are attempting to build on our capacity to meet those needs as well. The difference between what we received in 2021 and what we are requesting for 2022, equates to one half-time front-line worker.</p>	
F. How will this increase impact clients and services? How will the change be measured? If the increase is not granted, what effect will it have?	
<p>Should Synergy receive the full amount requested, we will be able to offer full programming as outlined in this application with increased numbers being served and all programs being enhanced. Additionally, we will be able to offer counselling services for more youth and families as needed. Should we receive reduced funding, we will be required to reduce programming much in the same way we have in 2021 and provide no local access to counselling services.</p>	
G. Outline the efforts already taken to accommodate the proposed program adjustment.	
<p>Synergy continuously writes grant proposals and does fundraising events on a regular basis to pay for all the program and general operating fees and expenses required to provide our programs. The sole expense we apply to FCSS to cover is personnel. We will continue to do this in order to keep our FCSS funding requests at a level we consider to be very reasonable for the quality and quantity of service we provide to the community of SE Rocky View.</p>	
H. How many years have you received County FCSS funding?	
Eight years	



Synergy Board of Directors

(As of August 1, 2021)

Chair

Rody Visotski

Vice Chair

Heather Skippen

Secretary

Megan Desplanque

Treasurer

Deborah Hitchcock

Director

Sheryce Hains

Director

Michael Impey

Director

Stacia Leonard

Executive Director

Patricia Sproule



**Parent Volunteer Expectations
and
2021/2022 Program Fees**

Parent Volunteer Expectations: Volunteerism is highly valued at Synergy, and it is a skill we strive to develop in all youth participants. As an opportunity to role model service to others, Synergy strongly encourages parents/guardians to volunteer their time in support of Synergy programs. Additionally, with a very small staff team, it is beyond our capacity to deliver all the programs, services, and events we do without volunteer assistance.

Registration fees directly support the program(s) your child(ren) are registered in. The fees are used to purchase program supplies, snacks, cover facilitator fees, facility rentals and transportation.

As part of our program registration process, parents/guardians can receive 50% of their registration fee returned to them, when they volunteer a set number of hours with Synergy.

Below is a list of volunteer opportunities that parents can choose from. We ask that you complete this form at the same time as you register your child for programs and pay their fees. Synergy staff will connect with parents/guardians throughout the program session with more details.

Volunteer hours will be tracked throughout the program sessions. Those who choose to volunteer will receive 50% of the registration fee back once they have contributed the number of hours required, per participant, per session.

Parent/Guardian Name: _____ Date: _____

Participant Name(s): _____

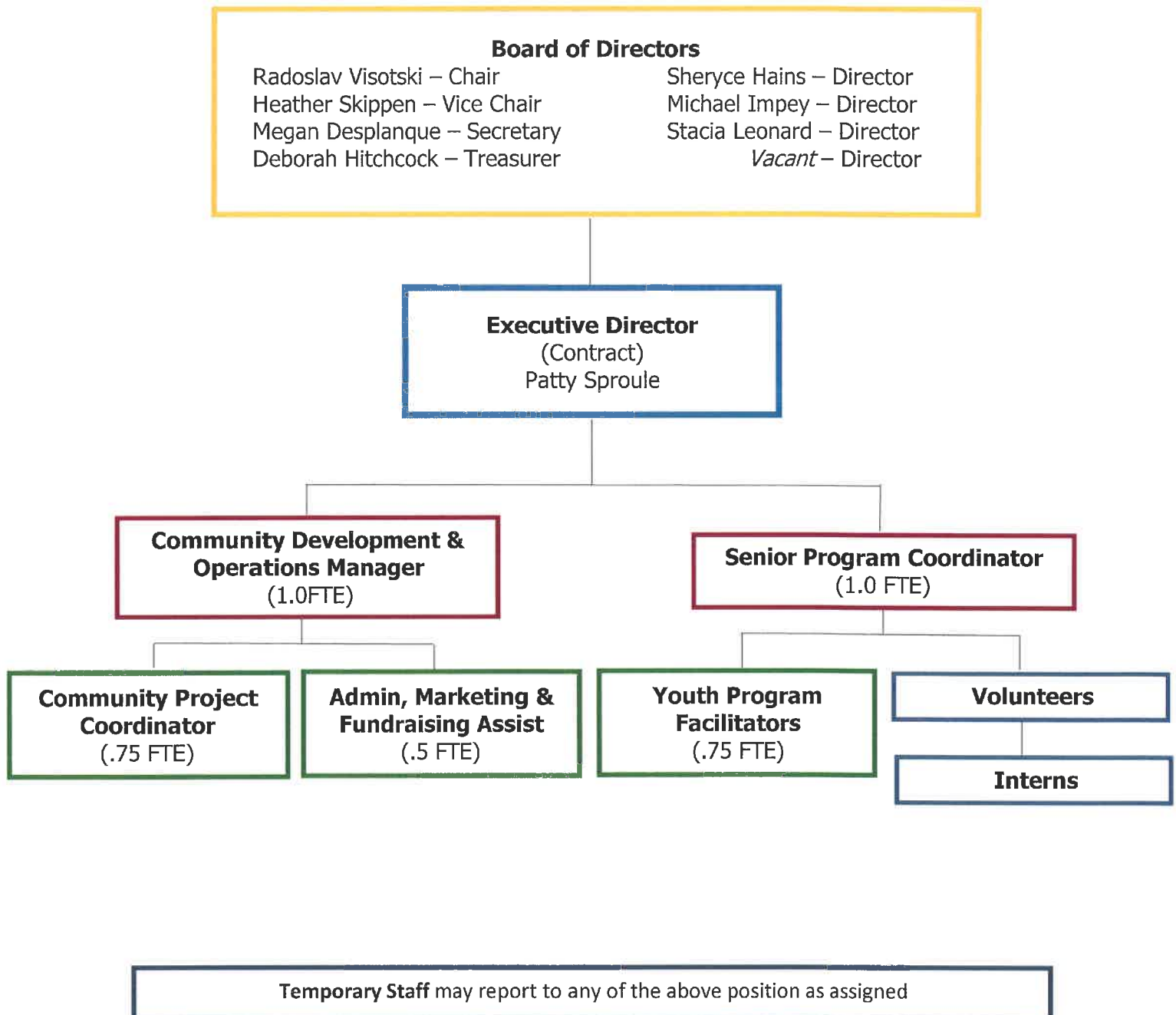
Session Dates	Registration Fee	Volunteer Hours	*Registration Refund
October to December (~10 weeks of programming)	\$100/Participant	5 hrs/Participant	\$50/Participant
February to June (~20 weeks of programming)	\$200/Participant	10 hrs/Participant	\$100/Participant

***Registration Refund** – Registrants are eligible for a 50% refund of their registration fee once they volunteer the minimum number of hours required per participant, per session.



Organizational Chart

(As of June 30th, 2021)





Bylaws

1. The name of the Society is Synergy Youth and Community Development Society, referred to as the "Society."
2. This document is the general bylaws of the Society. These bylaws regulate the transaction of business and affairs of the Society.

Membership

3. Any person residing in Alberta, may become a society member upon annual registration as a Society Volunteer and/or Program Participant. Any member wishing to withdraw from membership may do so upon a notice to the Board through its Secretary. Any member upon a majority vote of all members of the Society in good standing may be expelled from membership for any cause which the Society may deem reasonable.

President

4. The President shall be ex-officio a member of all Committees. They shall, when present, preside at all meetings of the Society and of the Board. In their absence, the Vice-President shall preside at any such meetings. In the absence of both, a chairperson may be elected at the meeting to preside.

Board of Directors

5. Board of Directors, Executive Committee or Board, shall mean the Board of Directors of the Society.
6. The Board shall, subject to the bylaws or directions given it by majority vote at any meeting properly called and constituted, have full control and management of the affairs of the Society, and meetings of the Board shall be held as often as may be required, but at least once every three months, and shall be called by the President. A special meeting may be called on the instructions of any two members provided they request the President in writing to call such meeting, and state the business to be brought before the meeting.
7. Meetings of the Board shall be called by eight days' notice sent either personally, by delivery, courier or by mail posted to such Board Member's Registered Address, or, where the Board Member has provided a fax number or e-mail address, by fax or e-mail, respectively. Any notice delivered personally, by delivery or courier, facsimile, or electronic mail will be deemed to have been given on the day it was so delivered or sent. 50% of the total number of elected Board members shall constitute a quorum, and meetings may be held without notice if a quorum of the Board is present, provided however, that any business transactions at such meeting shall be ratified at the next regularly called meeting of the Board; otherwise they shall be null and void.

The Board of Directors and Officers shall be appointed or elected, for a one-year term, by a majority vote of all members in good standing. A person appointed or elected a director becomes

a director if they were present at the meeting when being appointed or elected, and did not refuse the appointment. They may also become a director if they were not present at the meeting but consented in writing to act as director before the appointment or election, or within ten days after the appointment or election, or if they acted as director pursuant to the appointment or election. Vacancies may be filled at any time throughout the fiscal year through nomination by any member and elected unanimously by the Board of Directors.

8. Any director or officer, upon a majority vote of all members in good standing, may be removed from office for any cause which the Society may deem reasonable.

Secretary

9. It shall be the duty of the secretary to attend all meetings of the Society and of the Board, and to keep accurate minutes of the same. They shall have charge of the Seal of the Society which whenever used shall be authenticated, unless otherwise authorized by resolution of the Board, by the signature of the Secretary and the President, or in the case of the death or inability of either to act, by the Vice-President. In case of the absence of the Secretary, their duties shall be discharged by such officer as may be appointed by the Board. The Secretary shall have charge of all correspondence of the Society and be under the direction of the President and the Board.

The Secretary shall also keep a record of all the members of the Society and their addresses, send all notices of the various meetings as required, and collect and receive the annual dues or assessments levied by the Society. Such monies shall be promptly turned over to the Treasurer for deposit in a Bank, Trust Company, Credit Union or Treasury Branch as required. The Secretary will have staff support to accomplish their duties.

Treasurer

10. The Treasurer shall receive all monies paid to the Society and be responsible for the deposit of same in whatever Bank, Trust Company, Credit Union or Treasury Branch the Board may order. They shall properly account for the funds of the Society and keep such books as may be directed. They shall present a full detailed account of receipts and disbursements to the Board whenever requested and shall prepare for submission to the Annual Meeting a statement duly audited of the financial position of the Society and submit a copy of same to the Secretary for the records of the Society. The Office of the Secretary and Treasurer may be filled by one person if any annual meeting for the election of officers shall so decide. The Treasurer will have staff support to accomplish their duties.

Signing Authority

11. The Treasurer, Executive Director and a staff member assigned by the Executive Director will have signing authority on cheques with two out of three signatures required. If any of the prior are unable to fulfill their duties of signing authority, then another Board Member may be assigned signing authority on cheques upon majority vote of the Board. All Board Members, the Executive Director and the staff member assigned by the Executive Director will have signing authority on funding applications, reports and contracts. When two signatures are required, at least one will be a Board Member.

Committees of the Board

12. Committees shall be comprised of society members in good standing and include at least one Board Representative. The Committees of the Board include but are not limited to Strategic Governance, Fund Development, Volunteer Engagement, Finance and Policy and various Ad Hoc Committees as required. Committee Members may attend Board Meetings in the capacity of

Observer/Advisor and/or as requested by the Board of Directors to present a report or provide expert advice. Committee Members are not permitted to vote on Board motions and will be excused from the meeting during in camera discussions (legal, finance or personnel). Committee Members are not required to attend Board meetings on a regular basis but must attend 90% of their respective Committee's meeting, throughout the year, as dictated by that committee's TOR.

Auditing

13. The books, accounts and records of the Secretary and Treasurer shall be audited at least once each year by a duly qualified accountant or by any two members of the Society elected for that purpose by the Board. A complete and proper statement of the standing of the books for the previous year shall be submitted by such auditor at the Annual Meeting of the Society. The fiscal year end of the society in each year shall be December 31st.
14. The books and records of the society may be inspected by any member of the Society at the Annual Meeting or at any time upon giving reasonable notice and arranging a time satisfactory to the officer or officers having charge of same. Each member of the Board shall at all times have access to such books and records.

Meetings

15. This Society shall hold an Annual Meeting on or before May 31st in each year, of which 14 days' notice prior to the meeting may be sent by the Society to a Member either personally, by delivery, courier or by mail posted to such Member's Registered Address, or, where the Member has provided a fax number or e-mail address, by fax or e-mail, respectively. Any notice delivered personally, by delivery or courier, facsimile, or electronic mail will be deemed to have been given on the day it was so delivered.
At this meeting there shall be elected a President, Vice-President, Secretary, Treasurer, (or Secretary-Treasurer), and up to eight directors. The officers and directors so elected shall form a Board, and shall serve until their successors are elected and installed. Any executive member (President, Vice President, Secretary, Treasurer) vacancy occurring during the year may be filled by appointment of the remaining Directors. Such appointments shall be ratified at the next meeting of the Society members. Any member in good standing shall be eligible to hold any office in the Society. A financial statement of income disbursement, assets and liabilities, audited and signed by the society's auditor shall be presented at this meeting.
16. General meetings of the Society may be called at any time by the Secretary upon the instructions of the President or Board by eight days' notice prior to the date of such meeting. Notice of a General Meeting may be sent by the Society to a Member either personally, by delivery, courier or by mail posted to such Member's Registered Address, or, where the Member has provided a fax number or e-mail address, by fax or e-mail, respectively. Any notice delivered personally, by delivery or courier, facsimile, or electronic mail will be deemed to have been given on the day it was so delivered or sent. The accidental omission to give notice of a General Meeting to a Member, or the non-receipt of notice by a Member, does not invalidate proceedings at that meeting.
17. A special meeting shall be called by the President or Secretary upon receipt of a petition signed by one-third of the members in good standing, setting forth the reasons for calling such meeting, which shall be by eight days' notice prior to the meeting. Notice of a special meeting will follow the guidelines outlined for Annual General Meetings in the Society's Bylaws.

18. 50% of the total Board must be in attendance, for quorum, at all Board meetings including the Annual General Meeting. Any Board Member who misses three consecutive board meetings, without an authorized Leave of Absence from the President, will be automatically removed from the Board and notified in writing.

Voting

19. Any member who has not withdrawn from membership nor has been suspended nor expelled shall have the right to vote at any meeting of the Society. Such votes must be made in person and not by proxy or otherwise. Members of the Society being the full age of 18 are entitled to one vote per family at any meeting. Families with more than one membership are entitled to one vote at any meeting.

Remuneration

20. No officer, director or member of the Society shall receive any remuneration for their services. Specifically, no remuneration will be given to any member of the Board

Borrowing Powers

21. For the purpose of carrying out its objects, the Society may borrow or raise or secure the payment of money in such manner as it thinks fit, and in particular by the issue of debentures, but this power shall be exercised only under the authority of the Society, and in no case shall debentures be issued without the sanction of a special resolution of the Society.

Distributing Assets and Dissolving the Society

22.
 - a. The Society does not pay any dividends or distribute its property among its officers, directors or members.
 - b. If the Society is dissolved, any funds or assets remaining after paying all the debts are to be paid to a charitable organization with objects similar to those of the Society.
 - c. If the Society is dissolved, the Board of Directors will select the charitable organization to receive the assets by special resolution. In no event do any Board Members receive any assets of the Society.
 - d. No action will be taken which contravenes the provisions of the Societies Act (Alberta) or the *Income Tax Act* (Canada).

Bylaws

23. The Bylaws may be rescinded, altered or added to by a "Special Resolution".

SYNERGY YOUTH AND COMMUNITY DEVELOPMENT SOCIETY
Financial Statements
Year Ended December 31, 2020

SYNERGY YOUTH AND COMMUNITY DEVELOPMENT SOCIETY
Index to Financial Statements
Year Ended December 31, 2020

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Chartered Professional Accountants

INDEPENDENT PRACTITIONER'S REVIEW ENGAGEMENT REPORT

To the Members of Synergy Youth and Community Development Society

We have reviewed the accompanying financial statements of Synergy Youth and Community Development Society that comprise the statement of financial position as at December 31, 2020, and the statements of revenues and expenses, changes in net assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Practitioner's Responsibility

Our responsibility is to express a conclusion on the accompanying financial statements based on our review. We conducted our review in accordance with Canadian generally accepted standards for review engagements, which require us to comply with relevant ethical requirements.

A review of financial statements in accordance with Canadian generally accepted standards for review engagements is a limited assurance engagement. The practitioner performs procedures, primarily consisting of making inquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluates the evidence obtained.

The procedures performed in a review are substantially less in extent than, and vary in nature from, those performed in an audit conducted in accordance with Canadian generally accepted auditing standards. Accordingly, we do not express an audit opinion on these financial statements.

Basis for Qualified Conclusion

In common with many not-for-profit organizations, the Society derives revenue from fundraising activities, the completeness of which is not susceptible to us obtaining evidence we considered necessary for the purpose of the review. Accordingly, the evidence obtained of these revenues was limited to the amounts recorded in the records of the Society. Therefore, we were not able to determine whether any adjustments might be necessary to fundraising revenue, excess of revenues over expenses, and cash flows from operations for the year ended December 31, 2020, current assets and net assets as at December 31, 2020.

Independent Practitioner's Review Engagement Report to the Members of Synergy Youth and
Community Development Society (continued)

Qualified Conclusion

Based on our review, except for the possible effects of the matter described in the *Basis for Qualified Conclusion* paragraph, nothing has come to our attention that causes us to believe that the financial statements do not present fairly, in all material respects, the financial position of Synergy Youth and Community Development Society as at December 31, 2020, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Calgary, Alberta
May 25, 2021

InFocus Accountants LLP

CHARTERED PROFESSIONAL ACCOUNTANTS

SYNERGY YOUTH AND COMMUNITY DEVELOPMENT SOCIETY
Statement of Financial Position
December 31, 2020

	2020	2019
ASSETS		
Current		
Cash	\$ 165,537	\$ 79,968
Accounts receivable	15,286	4,395
Government remittances recoverable	1,168	2,204
	<u>181,991</u>	<u>86,567</u>
Equipment (Note 3)	<u>19,931</u>	<u>28,726</u>
	<u>\$ 201,922</u>	<u>\$ 115,293</u>
LIABILITIES		
Current		
Accounts payable and accrued liabilities	\$ 72,619	\$ 25,915
Deferred income (Note 4)	12,029	12,228
	<u>84,648</u>	<u>38,143</u>
NET ASSETS		
Restricted fund	23,552	11,614
Operating fund	73,791	36,811
Net investment in equipment	19,931	28,725
	<u>117,274</u>	<u>77,150</u>
	<u>\$ 201,922</u>	<u>\$ 115,293</u>

Extraordinary event (Note 10)

ON BEHALF OF THE BOARD

 Director

See notes to financial statements

SYNERGY YOUTH AND COMMUNITY DEVELOPMENT SOCIETY
Statement of Revenues and Expenses
Year Ended December 31, 2020

	2020	2019
Restricted revenues		
Rocky View County Family & Community Support Services (RV FCSS) (Note 5)	\$ 93,441	\$ 83,886
Chestermere Family & Community Support Services (Note 6)	92,280	125,712
Enhanced Capacity Advancement Program (Note 7)	60,000	60,000
Family & Community Support Services AB	37,750	-
United Way	26,737	14,237
Canada Summer Jobs	10,760	13,843
Calgary Foundation	8,045	-
RV Community grant	7,126	865
Community Facility Enhancement Program (CFEP)	6,329	-
PC Financial Grant	5,000	-
Chestermere Community	4,675	-
Rural Mental Health	2,134	-
Sandbox	1,406	-
Youth Forum	498	2,470
Canada Alberta Job Grant	465	1,163
Bow North Rec Board	-	7,731
Choosewell Healthy Community Grant	-	2,000
Summer Temporary Employment Program	-	4,287
Community Initiatives Program	-	(148)
Homework Helpers Grant	-	5,000
	356,646	321,046
Restricted expenses		
RV FCSS expenses	93,441	83,886
Chestermere Family & Community Support Services expenses	92,280	125,742
Enhanced Capacity Advancement Program expenses	53,629	71,733
Family & Community Support Services AB expenses	37,750	-
United Way expenses	26,737	14,237
Canada Summer Jobs expenses	7,174	13,843
Calgary Foundation expenses	8,045	-
RV Community Grant expenses	3,730	865
CFEP expenses	6,329	-
PC Financial Grant expenses	5,000	-
Chestermere Community expenses	4,675	-
Rural Mental Health expenses	2,059	-
Sandbox expenses	1,406	-
Youth Forum expenses	498	2,470
Canada Alberta Job Grant expenses	-	1,622
Bow North Rec Board expenses	1,955	5,864
Choosewell Healthy Community Grant expenses	-	2,000
Summer Temporary Employment Program expenses	-	4,287
Community Initiatives Program expenses	-	3,271
Homework Helpers Grant expenses	-	5,000
Chestermere Corrich Rec Board expenses	-	1,359
	344,708	336,179
Excess (deficiency) of restricted revenues over expenses	11,938	(15,133)
Operating fund excess (deficit) (Schedule 1)	28,186	(2,557)
Excess (deficiency) of revenues over expenses	\$ 40,124	\$ (17,690)

See notes to financial statements

SYNERGY YOUTH AND COMMUNITY DEVELOPMENT SOCIETY
Operating Fund Excess (Deficit)
Year Ended December 31, 2020
(Schedule 1)

	2020	2019
Operating fund revenues		
Fundraising (Note 8)	\$ 23,574	\$ 44,860
Building rental income	23,488	17,238
Donations	15,054	13,522
Program workshops and fees	9,324	13,564
Membership	3,150	3,350
Interest	2,077	935
	<u>76,667</u>	<u>93,469</u>
Operating fund expenses		
General expenses	13,581	32,764
Building expenses	9,669	12,468
General program expenses	8,358	20,951
Administrative expenses	8,079	16,971
Amortization	8,794	12,872
	<u>48,481</u>	<u>96,026</u>
Operating fund excess (deficit)	<u>\$ 28,186</u>	<u>\$ (2,557)</u>

SYNERGY YOUTH AND COMMUNITY DEVELOPMENT SOCIETY
Statement of Changes in Net Assets
Year Ended December 31, 2020

	Restricted Funds	Operating Funds	Net assets invested in equipment	2020	2019
Net assets - beginning of year	\$ 11,614	\$ 36,811	\$ 28,725	\$ 77,150	\$ 94,840
Excess (deficiency) of revenues over expenses	11,938	28,186	-	40,124	(17,690)
Amortization	-	8,794	(8,794)	-	-
Net assets - end of year	\$ 23,552	\$ 73,791	\$ 19,931	\$ 117,274	\$ 77,150

See notes to financial statements

SYNERGY YOUTH AND COMMUNITY DEVELOPMENT SOCIETY
Statement of Cash Flows
Year Ended December 31, 2020

	2020	2019
Cash flows from operating activities		
Excess (deficiency) of revenues over expenses	\$ 40,124	\$ (17,690)
Item not affecting cash:		
Amortization	8,794	12,872
	<u>48,918</u>	<u>(4,818)</u>
Changes in non-cash working capital:		
Accounts receivable	(10,891)	(4,395)
Government remittances recoverable	1,036	(1,498)
Accounts payable and accrued liabilities	46,705	2,406
Deferred income	(199)	5,228
	<u>36,651</u>	<u>1,741</u>
Increase (decrease) in cash flow	85,569	(3,077)
Cash - beginning of year	79,968	83,045
Cash - end of year	\$ 165,537	\$ 79,968
Cash consists of:		
Cash	\$ 160,346	\$ 74,853
Term deposits	5,191	5,115
	<u>\$ 165,537</u>	<u>\$ 79,968</u>

See notes to financial statements

SYNERGY YOUTH AND COMMUNITY DEVELOPMENT SOCIETY
Notes to Financial Statements
Year Ended December 31, 2020

1. Description of business

Synergy Youth and Community Development Society ("the Society") provides programs focused on healthy relationships and positive youth development, supports youths in finding their passions and purpose as they grow into thriving individuals and community leaders in the City of Chestermere. The Society receives funding from programs and services such as the Chestermere Family & Community Support Services, the Rocky View County Family & Community Support Services, and the Enhanced Capacity Advancement Program.

The Society was incorporated as a not-for-profit organization under the Alberta Societies Act in 2013 and is exempt from tax as a registered charity under the Income Tax Act.

2. Summary of significant accounting policies

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations in Part III of the CPA Canada Handbook. The Society's significant accounting policies are as follows:

Cash and cash equivalents

The Society considers cash on hand, all term deposits and highly liquid debt instruments purchased with a maturity of three months or less to be cash and cash equivalents.

Equipment

Equipment is stated at cost less accumulated amortization. Equipment is amortized over their estimated useful lives at the following rates and methods:

Motor vehicles	30%	declining balance method
Computer equipment	55%	declining balance method

The Society regularly reviews its equipment to eliminate obsolete items. Government grants directly related to the purchase of equipment are treated as a reduction of equipment cost.

Equipment acquired through non-monetary transactions are recognized at fair value when received through operating funds and amortized over its estimated useful life at the rates stated above.

Equipment acquired during the year but not placed into use are not amortized until they are placed into use.

Net assets

The Society's net assets are comprised of two funds and net assets invested in equipment:

- a) Restricted funds are funds which have been designated for a specific purpose by the Society's Board of Directors.
- b) Operating funds comprise the excess of operating revenues over operating expenses accumulated by the Society each year, net of transfers. These funds are available for general purposes, purchases of assets and transfers to restricted funds as needed to cover shortfalls.
- c) Net assets invested in equipment represents the amortized amount of equipment purchased with operating funds.

(continues)

SYNERGY YOUTH AND COMMUNITY DEVELOPMENT SOCIETY

Notes to Financial Statements

Year Ended December 31, 2020

2. Summary of significant accounting policies (continued)

Revenue recognition

The Society follows the restricted fund method of accounting for contributions.

Restricted contributions are recognized as revenues of the restricted fund in the year in which the related expenses are incurred.

Unrestricted contributions are recognized as revenues of the operating fund in the year received or receivable. Billings consist of monthly charges based on approved monthly budgets. The operating fund accounts for the Society's normal operating and administrative activities.

The Society recognizes rental income over the term of the lease agreement and is collectable monthly. Rental income earned from space bookings is recognized as earned.

Allocated expenses

The Society classifies expenses incurred for programs, administration, and salaries and wages by the function of contributions. Expenditures not directly attributable to the function of contributions is allocated to operating funds.

Contributed services

The Society would not be able to carry out its activities without the services of volunteers who donate a number of hours. Because of the difficulty of compiling and valuing these hours, contributed services are not recognized in the financial statements.

Financial instruments

The Society initially measures its financial assets and financial liabilities at fair value. The Society subsequently measures all of its financial assets and financial liabilities at amortized cost on a straight-line basis.

Financial assets measured at amortized cost include cash and accounts receivable.

Financial liabilities measured at amortized cost include accounts payable and accrued liabilities and deferred income.

Measurement uncertainty

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Such estimates are periodically reviewed and any adjustments necessary are reported in earnings in the period in which they become known. Actual results could differ from these estimates.

Significant accounts subject to such estimates and assumptions include accounts receivable, equipment, and accounts payable and accrued liabilities.

SYNERGY YOUTH AND COMMUNITY DEVELOPMENT SOCIETY
Notes to Financial Statements
Year Ended December 31, 2020

3. Equipment

	Cost	Accumulated amortization	2020 Net book value
Motor vehicles	\$ 68,921	\$ 49,308	\$ 19,613
Computer equipment	4,814	4,496	318
	<u>\$ 73,735</u>	<u>\$ 53,804</u>	<u>\$ 19,931</u>

During the year ended December 31, 2020, the Society utilized government grants received to purchase equipment with a cost of \$7,825. The government grants directly reduced the cost of the equipment and as at December 31, 2020, the net book value of the equipment is \$nil.

	Cost	Accumulated amortization	2019 Net book value
Motor vehicles	\$ 68,921	\$ 40,902	\$ 28,019
Computer equipment	4,814	4,107	707
	<u>\$ 73,735</u>	<u>\$ 45,009</u>	<u>\$ 28,726</u>

4. Deferred income

The following contributions were received in 2020 relating to programs for 2021:

	2020	2019
Werklund Foundation	\$ 10,000	\$ -
Chestermere Community	1,210	-
Community Facility Enhancement Program	819	7,148
RV Community Grant	-	5,080
	<u>\$ 12,029</u>	<u>\$ 12,228</u>

5. Rocky View County Family & Community Support Services (RV FCSS) Contributions

The Society applies annually to RV FCSS to receive funding for organizational and programming activities. The Society received \$93,441 in 2020 (2019 - \$83,886) which helped fund staff salaries and wages and program operating costs. The Society is required to submit an annual funding report which includes a schedule detailing how the funding was spent.

6. Chestermere Family & Community Support Services (Chestermere FCSS) Contributions

The Society applies for the Chestermere FCSS government grant annually to receive funding for organizational and programming activities. The Society received \$130,030 in 2020 (2019 - \$125,712) which helped the Society fund staff wages and salaries and program operating costs. The Society is required to submit six month and annual funding reports, including a schedule detailing how the contributions were spent.

SYNERGY YOUTH AND COMMUNITY DEVELOPMENT SOCIETY

Notes to Financial Statements

Year Ended December 31, 2020

7. Enhanced Capacity Advancement Program (ECAP) Contributions

The Society applied for the three year government grant in 2020 to receive funding for organizational and programming activities. The Society was granted to receive \$60,000 per year from 2020 to 2022, which will provide funding for the Society's staff salaries and wages and program operating costs. As at December 31, 2020, the Society has received \$50,000 of the annual amount and the remaining \$10,000 was received in January 2021. The Society is required to submit an annual funding report for the opportunity to apply for extended funding.

8. Fundraising

In 2020, the Society was a recipient of the Calgary Shaw Charity Classic - Birdies for Kids program. Donations made directly to Birdies for Kids in the Society's name or received through fundraising events between February 2020 and September 2020 were eligible to be matched by the Calgary Shaw Charity Classic Foundation at 50% of the first \$20,000 raised and 15% for the next \$15,000 raised. The Society received total funds of \$23,020 (2019 - \$37,119) in donations and fundraising. The Society is also approved to be a recipient in the 2021 Calgary Shaw Charity Classic.

9. Financial Instruments

The following analysis provides information about the Society's exposure to various risks through transactions in financial instruments as of December 31, 2020.

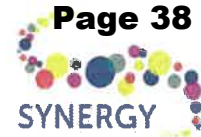
Fair value

The Society's carrying value of cash and cash equivalents, accounts receivable, accounts payable and accrued liabilities, and deferred income approximate its fair value due to the immediate or short term maturity of these instruments.

10. Extraordinary event

In March 2020, the World Health Organization declared a global pandemic due to the novel coronavirus (COVID-19). The situation is constantly evolving, and the government measures put in place are having multiple impacts on local, provincial, national and global economies.

As at December 31, 2020, the Society is aware of changes in its operations as a result of the COVID-19 crisis. Management is uncertain of the effects of these changes on its financial statements and believes that any disturbance may be temporary; however, there is uncertainty about the length and potential impact of the disturbance. As a result, we are unable to estimate the potential impact, if any, on the Society's operations as at the date of these financial statements. Accordingly, management believes going concern will not become an issue.






Mentor/Volunteer Post Survey

Event/Program: Volunteer/Mentor

Date:

Please circle your answers.

											
	Strongly Disagree		Disagree			Neutral		Agree		Strongly Agree	
Being a mentor helped me to get involved in neighbourhood/community events or activities	0	1	2	3	4	5	6	7	8	9	10
Being a mentor helped me spend more time helping others in my community	0	1	2	3	4	5	6	7	8	9	10
I feel that my role as a mentor is valuable to the group	0	1	2	3	4	5	6	7	8	9	10
Being a mentor has helped me become more confident in supporting youth	0	1	2	3	4	5	6	7	8	9	10

Why do you come to Program?

What do you like about being a Mentor/Volunteer?

What would you change about the Program?

How old are you: 10-12 13-17 18+

Where do you live? Chestermere SE Rocky View Other

Where was the event/program? Chestermere SE Rocky View Other






Core Programs Post Survey (13+)

Event/Program: FRIDAY FAM

Date: _____

Please circle your answers.

											
	Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree						
	0	1	2	3	4	5	6	7	8	9	10
At FRIDAY FAM, I feel supported by the staff/my mentor(s)	0	1	2	3	4	5	6	7	8	9	10
As a result of FRIDAY FAM, I am better at telling others about my feelings	0	1	2	3	4	5	6	7	8	9	10
FRIDAY FAM has helped me to feel I am better at handling whatever comes my way	0	1	2	3	4	5	6	7	8	9	10
FRIDAY FAM has helped me to understand it's okay to be myself	0	1	2	3	4	5	6	7	8	9	10

Do you enjoy coming to FRIDAY FAM? Why or why not?

What would you change about FRIDAY FAM?

What areas do you see growth in yourself?

What would you want to do again in the program next session? Or what new things would you like to do?

How old are you: 10-12 13-17 18+

Where do you live? Chestermere SE Rocky View Other

Where was the event/program? Chestermere SE Rocky View Other



Date: _____

Volunteer Post Survey

Event/Program: _____ Please circle your answers!

How old are you: 10-12 13-17 18+

Where do you live? Chestermere SE Rocky View Other

Where do you work/volunteer? Chestermere SE Rocky View Other

Where was the event/program? Chestermere SE Rocky View Other

Synergy has helped me to feel a sense of belonging to my neighbourhood/community	Strongly agree	Agree	Disagree	Strongly disagree
Synergy helps me to get involved in neighbourhood/community events or activities	Strongly agree	Agree	Disagree	Strongly disagree
I feel supported by the staff	Strongly agree	Agree	Disagree	Strongly disagree
As a result of Synergy, I was able to tell others about events, activities and resources in my community	Strongly agree	Agree	Disagree	Strongly disagree
As a result of Synergy, I was able to connect another person with something they needed	Strongly agree	Agree	Disagree	Strongly disagree
As a result of Synergy, I care more about other people in my community	Strongly agree	Agree	Disagree	Strongly disagree

Any comments?



Date: _____

Client Feedback Survey

Please circle your answers

How old are you: 10-12 13-17 18+

Where do you live? Chestermere SE Rocky View Other

As a result of this clinical consultation service, I/my family was able to access community-based mental health supports	Strongly agree	Agree	Disagree	Strongly disagree
Being able to meet with health professionals and supports in my community has made it easier for me/my family to get the help I/we need	Strongly agree	Agree	Disagree	Strongly disagree
As a result of this clinical consultation service I am better able to access the resources available for myself/ my family when we need them	Strongly agree	Agree	Disagree	Strongly disagree
As a result of this clinical consultation service I know more about how to access the community resources I need.	Strongly agree	Agree	Disagree	Strongly disagree
I/ my family is more connect and is aware of people we can go to for help and support	Strongly agree	Agree	Disagree	Strongly disagree
This service has helped me to feel I am better able to handle what comes my way.	Strongly agree	Agree	Disagree	Strongly disagree
I am better able to identify issues I am facing and know where to go for help.	Strongly agree	Agree	Disagree	Strongly disagree

How would you improve this service?

Comments?






Core Programs Post Survey (13+)

Event/Program: TEEN SHOUT

Date: _____

Please circle your answers.

											
	Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree						
At TEEN SHOUT, I feel supported by the staff/my mentor(s)	0	1	2	3	4	5	6	7	8	9	10
As a result of TEEN SHOUT, I am better at telling others about my feelings	0	1	2	3	4	5	6	7	8	9	10
TEEN SHOUT has helped me to feel I am better at handling whatever comes my way	0	1	2	3	4	5	6	7	8	9	10
TEEN SHOUT has helped me to understand it's okay to be myself	0	1	2	3	4	5	6	7	8	9	10

Do you enjoy coming to TEEN SHOUT? Why or why not?

What would you change about TEEN SHOUT?

What areas do you see growth in yourself?

What would you want to do again in the program next session? Or what new things would you like to do?

How old are you: 10-12

13-17

18+

Where do you live?

Chestermere

SE Rocky View

Other

Where was the event/program?

Chestermere

SE Rocky View

Other






Core Programs Post Survey (10-12)

Event/Program: SHOUT GIRLS

Date: _____

Please circle your answers.

											
	Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree						
	0	1	2	3	4	5	6	7	8	9	10
At SHOUT Girls, I feel supported by the staff/my mentor(s)	0	1	2	3	4	5	6	7	8	9	10
As a result of SHOUT Girls, I am better at telling others about my feelings	0	1	2	3	4	5	6	7	8	9	10
SHOUT Girls has helped me to feel I am better at handling whatever comes my way	0	1	2	3	4	5	6	7	8	9	10
SHOUT Girls has helped me to understand it's okay to be myself	0	1	2	3	4	5	6	7	8	9	10

Do you enjoy coming to SHOUT Girls? Why or why not?

What would you change about SHOUT Girls?

How has SHOUT Girls changed you, if at all?

What would you want to do again in the program next session? Or what new things would you like to do?

How old are you: 10-12

13-17

18+

Where do you live?

Chestermere

SE Rocky View

Other

Where was the event/program?

Chestermere

SE Rocky View

Other






Core Programs Post Survey (10-12)

Event/Program: SHOUT BOYS

Date: _____

Please circle your answers.

											
	Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree						
At SHOUT Boys, I feel supported by the staff/my mentor(s)	0	1	2	3	4	5	6	7	8	9	10
As a result of SHOUT Boys, I am better at telling others about my feelings	0	1	2	3	4	5	6	7	8	9	10
SHOUT Boys has helped me to feel I am better at handling whatever comes my way	0	1	2	3	4	5	6	7	8	9	10
SHOUT Boys has helped me to understand it's okay to be myself	0	1	2	3	4	5	6	7	8	9	10

Do you enjoy coming to SHOUT Boys? Why or why not?

What would you change about SHOUT Boys?

How has SHOUT Boys changed you, if at all?

What would you want to do again in the program next session? Or what new things would you like to do?

How old are you: 10-12 13-17 18+

Where do you live? Chestermere SE Rocky View Other

Where was the event/program? Chestermere SE Rocky View Other





Core Programs Post Survey (10+)

Event/Program: CHILD SAFE

Date: _____

Please circle your answers.

											
	Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree						
At the Home Alone course, adults listened to what I had to say	0	1	2	3	4	5	6	7	8	9	10
As a result of the Home Alone course, I feel more confident in myself	0	1	2	3	4	5	6	7	8	9	10
The Home Alone course has helped me to feel I am better at handling whatever comes my way	0	1	2	3	4	5	6	7	8	9	10

Did you enjoy taking the Home Alone course? Why or why not?

What would you change about the Home Alone course?

What areas do you see growth in yourself?

How has this program changed you, if at all?

How old are you: 10-12 13-17 18+

Where do you live? Chestermere SE Rocky View Other

Where was the event/program? Chestermere SE Rocky View Other



LLOYD'S

PROFESSIONAL LIABILITY / COMMERCIAL GENERAL LIABILITY

FOR MEMBERS OF THE CANADIAN PSYCHOLOGICAL ASSOCIATION (CPA) AND PROVINCIAL/TERRITORIAL ASSOCIATIONS OF PSYCHOLOGY WHO MAKE UP THE COUNCIL OF PROFESSIONAL ASSOCIATIONS OF PSYCHOLOGISTS (CPAP).

Policy Number: UMR B1284 CB211148A / CB211148A
UMR B1284 CB20A454H / CB20A454H

Effected with certain Lloyd's Underwriters through Lloyd's approved Coverholder ("the Coverholder"):

BMS Canada Risk Services Ltd. (BMS Group)
825 Exhibition Way, Suite 209
Ottawa, ON K1S 5J3

Named insured: Normand, Angela 48 Crystal Shores Pl Okotoks, AB T1S 2G3 Infinity Psychological Services 2501 Alyth Road SE Calgary, AB T2G 1P7	Declaration Page: Certificate of Insurance No. PSY-00052649-002 Renewal
Policy Period From: June 1, 2021 To: June 1, 2022	12.01 a.m. standard time at the postal address of the Named Insured stated herein.
Subscribing Underwriter: Lloyd's Underwriters	
Underwriter: Certain Lloyd's Underwriters under Agreement Nos. B1284 CB211148A and B1284 CB20A454H	
Premium: \$577.00 FULLY RETAINED	

INDIVIDUAL PROFESSIONAL LIABILITY: Policy Number CB211148A CLAIMS MADE BASIS Limit per claim 10,000,000 Aggregate Limit 10,000,000 Includes: Regulatory Legal Expense 300,000 per claim / aggregate Criminal Defence 300,000 per claim / aggregate Reimbursement Sexual Abuse Therapy Fund 20,000 aggregate Breach of Copyright 50,000 aggregate Loss of Earnings 1,000 per day Cyber Liability 50,000 aggregate	INDIVIDUAL COMMERCIAL GENERAL LIABILITY: Policy Number CB211148A OCCURRENCE FORM Limit per occurrence 5,000,000 Aggregate Limit 5,000,000 Includes: Products / Completed Operations: 5,000,000 per claim / aggregate Tenants Legal Liability: 500,000 per claim / aggregate Medical Expenses: 25,000 per claim / aggregate Non-owned Automobile: 5,000,000 per claim / aggregate Damage to hired vehicles: 50,000
BUSINESS PROFESSIONAL LIABILITY INSURANCE: Policy Number CB20A454H CLAIMS MADE BASIS Infinity Psychological Services 2501 Alyth Road SE, Calgary, AB, T2G 1P7 Limit per claim 5,000,000 Aggregate Limit 5,000,000 <i>If you are the only professional individual working for the business, your individual coverage will automatically extend to your business name / corporation.</i> Above and all other coverage as per Master Policy Wording, Terms and Conditions.	ADDITIONAL SERVICES Policy Number CB20A454H CLAIMS MADE BASIS Policy is extended to provide coverage for Animal Assisted Therapy and/or Equine Assisted Therapy when delivered as psychological professional services. PROFESSIONAL LIABILITY (CLAIMS MADE BASIS) Limit per claim 10,000,000 Aggregate limit 10,000,000 COMMERCIAL GENERAL LIABILITY (OCCURRENCE FORM) Limit per occurrence 5,000,000 Aggregate limit 5,000,000

This Certificate is issued to the Policyholder in respect of claims or actions instituted and defended within Canada. Territorial Limits has been extended to include injury which gives rise to a Claim or Action instituted within Canada or the United States, provided those services delivered in the United States do not represent more than 20% of the Insured's practice and/or if the Out of Country Endorsement applies

Animal Assisted Therapy and/or Equine Assisted Therapy Subjectivities:

Horse Handler must be present at all times, or insured must be a qualified Horse Handler. Services must be in an enclosed area (e.g. arena, pen). No running, no trotting, horse must be on a lead. Coverage extends to include liability for biting/kicking by horse.

Insured must possess qualification to provide animal assisted therapy. Coverage extends to biting/kicking & other injuries caused while engaging with the animal.

Broker: BMS Canada Risk Services Ltd. In witness whereof the Insurer has duly executed this policy, provided however that this policy shall not be valid or binding unless countersigned by a duly Authorized Representative of the Insurer.

Date: June 10, 2021

Countersigned Authorized Representative



Chelsea Howard

The insurance contract consists of this Declarations page as well as all coverage wordings, riders or endorsements forming part of Policy No. CB211148A and CB20A454H

For a full copy of the policy wording please contact BMS at 1-855-318-6038 or email psy.insurance@bmsgroup.com.

IDENTIFICATION OF INSURER / ACTION AGAINST INSURER

This insurance has been effected in accordance with the authorization granted to the Coverholder by the Underwriting Members of the Syndicate whose definitive numbers and proportions are shown in the Table attached to Agreement No. CB211148A and CB20A454H (herein after referred to as "the Underwriters"). The Underwriters shall be liable hereunder for each of his own part and not one for another in proportion to the several sums that each of them has subscribed to the said Agreement.

In any action to enforce the obligations of the Underwriters they can be designated or named as "Lloyd's Underwriters" and such designation shall be binding on the Underwriters as if they each had been individually named as defendant. Service of such proceedings may validly be made upon the Attorney in Fact in Canada for Lloyd's Underwriters, whose address for such service is 200 Bay Street, Suite 2930, P.O. Box 51, Toronto, Ontario, M5J 2J2.

NOTICE

Any notice to the Underwriters may be validly given to the Coverholder.

In witness whereof this policy has been signed as authorized by the Underwriters, by **BMS Canada Risk Services Ltd.**

Per:



Chelsea Howard

The Insured is requested to read this certificate, and if incorrect, return it immediately for alteration.

In the event of an occurrence likely to result in a claim under this insurance, immediate notice should be given to the Coverholder whose name and address appears above. All inquiries and disputes are also to be addressed to this Coverholder.

For purposes of the Insurance Companies Act (Canada), this document was issued in the course of Lloyd's Underwriters' Insurance business in Canada.

Claims Reporting Procedures

Claims must be reported to the Insurer within 30 days of you being made aware of a possible claim.

No written or oral statement should ever be made, except upon the advise of the Insurer. Please do not offer compensation or admit liability to a patient, as this could interfere legally with the Insurer's handling of the claim.

To report a claim, please call Crawford & Company (Canada) Inc. at 1-877-805-9168 or by email at BMSclaims@crawco.ca.

THIS POLICY CONTAINS A CLAUSE WHICH MAY LIMIT THE AMOUNT PAYABLE



Core Programs Post Survey (13-17+)

Event/Program: YELL

Date: _____

Please circle your answers.

	Strongly Disagree	Disagree			Neutral			Agree			Strongly Agree	
At YELL, I feel supported by the staff/my mentor(s)	0	1	2	3	4	5	6	7	8	9	10	
As a result of YELL, I am better at telling others about my feelings	0	1	2	3	4	5	6	7	8	9	10	
YELL has helped me to feel I am better at handling whatever comes my way	0	1	2	3	4	5	6	7	8	9	10	
YELL has helped me to understand it's okay to be myself	0	1	2	3	4	5	6	7	8	9	10	
Adults in my neighborhood/community value youth more	0	1	2	3	4	5	6	7	8	9	10	

Do you enjoy coming to YELL? Why or why not?

What would you change about YELL?

What areas do you see growth in yourself?

What would you want to do again in the program next session? Or what new things would you like to do?

How old are you: 10-12 13-17 18+

Where do you live? Chestermere SE Rocky View Other

Where was the event/program? Chestermere SE Rocky View Other

Rocky View County Family & Community Support Services (FCSS)

2022 FCSS SPECIAL PROJECTS FUNDING APPLICATION (FUNDING PERIOD: JANUARY 1 – DECEMBER 31, 2022)

Please type or print legibly. Applicants must be a non-profit organization/agency that serves Rocky View County residents. *Please note that faxed or e-mailed copies of the application will not be accepted. It is strongly recommended that you courier or hand deliver your proposal (printed single sided pages only) and request confirmation of receipt. **APPLICATION DEADLINE IS 4:00 P.M. AUGUST 30, 2021 - APPLICATIONS NOT RECEIVED BY THIS DEADLINE WILL NOT BE ACCEPTED.***

1. ORGANIZATION INFORMATION	
Organization Name	Variety – the Children’s Charity of Alberta Association
Project Name	Just Like You Disability Awareness Diversity Acceptance Education Program
FCSS Funding Request (Maximum \$7,500) (from Section 9.6 C Proposed Budget)	\$7500
E-Mail Address and Website	jana.hands@varietyalberta.ca ; www.varietyalberta.ca
Mailing Address (include postal code)	1517, 246 Stewart Green SW T3H 3C8
Street Address (for courier purposes)	
Agency Telephone Number	403-466-1630
Agency Fax Number	
Executive Director Name	Jana Hands
Program Contact Name	Jana Hands
Phone Number (If different from above)	

RECEIVED
Aug 30 2021

☒ Please email confirmation of receipt of this application to: jana.hands@varietyalberta.ca

2. PREVENTION		
In what way(s) is your program preventive in nature? Check the appropriate items from the following list. You will be required to report on each of the Outcomes that you have selected.		
Provincial Outcome	Rocky View County Outcomes	
Improved social well-being of individuals	Outcome 1: Individuals experience personal well-being. Indicators: Resilience; self-esteem; optimism; capacity to meet needs; autonomy; competence; personal engagement; meaning and purpose.	<input type="checkbox"/>
	Outcome 2: Individuals are connected with others. Indicators: Quality of social relationships; social supports available; trust and belonging.	<input type="checkbox"/>
	Outcome 3: Children and youth develop positively. Indicators: Developmental assets.	<input checked="" type="checkbox"/>
	Outcome 4: Healthy functioning families. Indicators: Positive family relationships; positive parenting; positive family communications.	<input type="checkbox"/>

Improved social well-being of families	Outcome 5: Families have social supports. Indicators: Extent and quality of social networks; family accesses resources as needed.	<input type="checkbox"/>
----------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------	--------------------------

Provincial Outcome	Rocky View County Outcomes	
Improved social well-being of the community.	Outcome 6: The community is connected and engaged. Indicators: Social engagement; social support; awareness of the community; positive attitudes toward others and the community.	<input type="checkbox"/>
	Outcome 7: Community social issues are identified and addressed. Indicators: Awareness of community social issues; understanding of community social issues; agencies and/or community members work in partnership to address social issues in the community.	<input type="checkbox"/>

3. PROJECT DESCRIPTION

Attach a separate page providing a brief overview of your organization and the project.

- a) Describe briefly how this is a special project and how it will specifically support Rocky View County Residents. Rocky View County residents do not include people who reside in Airdrie, Beiseker, Chestermere, Cochrane, Crossfield, Irricana or Redwood Meadows. It does include those who live outside of these municipalities and within the hamlets located within the County's borders.
- b) Define your region of operation;
- c) Include the statement of need;
- d) The activities that will be used to address the need;
- e) The expected outcomes; and
- f) Agency/project mission. What is your mission and what are you currently doing to achieve your mission (e.g. other programs and services that are not a part of this application for funding)?

4. PROJECT FIGURES

- a) Estimated Number of Total Program Participants: 10000
- b) Estimated Number of County Resident Program Participants: 1446
- c) Estimated Number of Volunteer Hours Related to Program: 30

5. SUPPORTING DOCUMENTS

The following documents **must** be attached:

- a) Organization's Annual Financial Statement;
- b) Organization's Proposed Operating Budget – include contributions from other sources and detailed expenditures, do not include in-kind supports, only actual dollars. A budget shell is attached on the next page if you wish to use it;
- c) List of Organization's Officers and Directors. Do not include personal contact information (home addresses, emails, or phone numbers);
- d) A copy of Alberta Societies Act Registration if new applicant.

Other documents may also be attached to the application form that provides further clarification.

6. CERTIFICATION OF COMPLIANCE:

This is to certify that to the best of my knowledge and belief, the information included in this application 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>)

A project outcomes evaluation is required by February 28, 2023 if your application is successful.

J Hands

Jana Hands

August 23, 2021

(Signature of Applicant)

(Print Name & Title)

(Date)

Please indicate how you heard of the Rocky View County FCSS Program:

_____ newspaper ad

_____ social media

_____ website visit/search

_____ word of mouth
piloted it in the fall 2018.

 X other (specify) FCSS RVC has supported this program since we

Submit Completed Documents to:

Dimitri Dimopoulos, FCSS Coordinator
Rocky View County
262075 Rocky View Point
Rocky View County, AB T4A 0X2

**For further assistance, please call 403.520.1289
or email fcss@rockyview.ca**

The FCSS Program Is Not:

- Recreational.
- A Public Health Transportation Grant.
- Direct assistance, including money, food, clothing or shelter to sustain an individual or family.
- Rehabilitative.
- A duplication of services from other Government Agencies.

****ALL INFORMATION PROVIDED IS PUBLIC****

The personal information on this form is being collected for the purpose of determining eligibility of an applicant to receive FCSS funding; to assist in administering the FCSS funding; and to monitor, assess, and evaluate your program. This information is collected under the authority of Section 33 (c) of the Freedom of Information and Protection of Privacy Act and may become public information once it is submitted to the FCSS program. Questions regarding the collection of this information can be directed to the Manager, Recreation, Parks and Community Support at 403.520.6307.

9.6 C. INPUTS (Resources dedicated to the program. Include staff and budget for one year.)

2022 PROPOSED 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 2022 Costs to be paid or contributed by the Applicant and other funding partners (Agency Contribution)	Column 2 2022 Costs to be funded by County FCSS (Program Request)	Column 3 2022 Projected Year End Total Program Budget (Total Cost)
EXPENSES			
PERSONNEL (specify positions and hours per week)			
Presenter Salary		3297.60	3297.60
Supervision	849.90	1150.10	2000.00
Administration	777.50		777.50
a. SUBTOTAL PERSONNEL		4449.70	6074.10
TRAVEL & TRAINING (specify)			
b. SUBTOTAL TRAVEL & TRAINING		0	
MATERIALS AND SUPPLIES (specify)			
Classroom Activity Booklets Grades1-8(printing costs of \$1.84/booklet)		2153.70	2153.70
Classroom Activity Booklets Kindergarten (printing costs of \$1.26/booklet)		264.60	264.60
Courier/mailing costs of booklets to schools		275.00	275.00
c. SUBTOTAL MATERIALS AND SUPPLIES		3052.30	3052.30
OTHER (specify)			
d. SUBTOTAL OTHER			
e. TOTAL EXPENDITURES (e=a+b+c+d)	1627.40	7500.00	9127.40
REVENUE (specify other sources of funding including fundraising, fees for service, other grants, etc.)			
Variety General Revenue	1627.40		
f. TOTAL REVENUE	1627.40		
g. FCSS REQUEST (DEFICIT = Total of Column 3 Expenditures -- Total Revenue)		7500.00	

2022 Special Projects Funding Application

Variety – the Children’s Charity of Alberta Association (Variety Alberta)

3. Project Description:

a) Describe briefly how this is a special project and how it will specifically support Rocky View County Residents.

In the summer of 2018, Variety Alberta brought the Just Like You™ (JLY) Disability Awareness Education Program from Variety NSW to Canada. JLY is a series of free and fun workshops delivered to primary school aged children (grades 1 to grades 6) to build understanding, acceptance and inclusion of individuals living with a disability.

We did some revisions to the program in the summer of 2018 to fit a Canadian audience with some minor content modifications and ran a pilot in two Cochrane schools in the fall. After a successful pilot, we began delivery of the program in January 2019 and delivered to just under 3000 students in schools in Rocky View County; Cochrane; Rocky View (Airdrie) and Calgary.

In the summer 2019, we wrote content and expanded the program to Kindergarten aged children allowing us to deliver the program and messages of inclusion and celebration of differences to an entire elementary school population.

In 2020 due to the pandemic, we ceased delivery of the JLY program in schools (as schools were prohibited from having any outside presentations). We spent the time off and adapted the JLY program to an online delivery format and in 2021 we began delivering the program again but used a zoom platform (or other online delivery format such as Google meet or MS Teams). From January 2021 to June 2021, we delivered the JLY program to 20 schools and to 2748 students.

In addition to delivery of the JLY program, in the 2021 year, we also wrote content for delivery of this program to junior high students in grades 7 and 8, thus expanding the program further to support kids aged up to 14 years.

In 2021, as we were connecting with schools who missed the JLY program from school shut down in 2020, we had the realization that we needed to deliver JLY to kindergarten children annually as opposed to every second year that we deliver the program to for children in grades 1 to 8. This is because the current program is grouped into the following age groupings: Kindergarten; grades 1 and 2; grade 3 and 4; grades 5 and 6; grade 7 and 8). When we deliver the program every two years within the specified grade aged groupings, the children receive the program in its entirety. But because kindergarten students come into schools annually and the kindergarten presentation is only for that age group, if we didn’t deliver it annually, then a kindergarten class would lose out on a presentation. Thus, with this realization, we had a lot of kindergarten only school presentations in 2021 for the schools that would be getting the program in its entirety in 2022, thus ensuring the kindergartens who would have missed a presentation, got their first introduction to the JLY program.

We will finish off the rest of the 2021 year with schools booked beginning September and into December. Of these, we will deliver the program to the following Rocky View County and Rocky View Schools: Ecole Elbow Valley and R.J Hawkey.

For the 2022 year, we will continue to grow and expand the JLY program across the province and will be looking to hire a second facilitator as we expand our outreach. For delivery of JLY in Rocky View County, Rocky View and Cochrane, we have identified the following schools: Westbrook (kindergarten and grades 7 and 8); Sarah Thompson (K-5); Banded Peak; Langdon (k-8); and the following schools for only Kindergarten presentations: Westbrook; Glenbow; AE Bowers; Cochrane Christian Academy; Heloise Lorimer and Ralph McCall.

Having the option of two different delivery models (face to face and online) now allows us to expand the program into communities where the facilitator does not live and allows us to reduce our costs as much of our funding support in the past went towards taxi services for our facilitator.

In addition, this summer we are evaluating the JLY program to ensure we are incorporating cultural and ethnic diversity through visual representation in our PowerPoint presentations as well as in bringing in some content that aligns well with the JLY program content where we can address concepts of stereotypes, misrepresentation, underrepresentation, and intersectionality. And though our JLY program will ALWAYS have at its core, messages of inclusion with the disability community, we feel we have an opportunity with having a candid audience of young children to incorporate other positive messages that encompass inclusion and celebration of differences in a broader sense as well.

b) Region of Operation

Currently we are delivering the JLY program to schools in Rocky View County; Cochrane; Rocky View and Calgary, Edmonton, Drumheller and Fort McMurray. With the option of having an online delivery format, we will continue to expand the program to more cities and rural communities in our province.

c) Statement of Need

Perceptions of disability, whether accurate or not, shape the way that people with disabilities are treated. By intervening to increase knowledge and break down stereotypes, acceptance and attitudes toward people with disabilities can be improved.

There is the misconception that somehow people with a disability are different to people without a disability, and are not able to achieve, feel, do, create, and live the same as people without a disability (Gorter, 2009). Because of this, individuals living with disabilities are often segregated, excluded and are more isolated than their "able-bodied" peers. These perceptions have a major influence on today's assumptions about, and reactions to, disability. Consequently, the general public tends to overlook many positive impacts and meaningful contributions that children with disabilities make within their families, communities and society in general.

In addition, children living with disabilities are two to three times more likely to be bullied than their nondisabled peers, with 60% students with disabilities report being bullied weekly (British Journal of Learning Support, 2008). In addition, children living with disabilities are often socially excluded from activities and interactions leading to social isolation, low self esteem, poor physical health and depression.

According to new research by disability charity Scope out today, 67 per cent of people feel uncomfortable when talking to a disabled person.

“Much of the discomfort people feel about disability may stem from a lack of understanding. Not enough people know a disabled person – nearly half (43%) of the public say they do not know anyone who is disabled – and many are concerned that they will do or say the wrong thing when talking to disabled people or about disability. Our research shows that both the general public and disabled people believe that **more everyday interactions and greater public education about disability will increase understanding and acceptance of disabled people.**”

(<http://www.scope.org.uk/Scope/media/Images/Publication%20Directory/Current-attitudes-towards-disabled-people.pdf?ext=.pdf>)

d) Activities Used to Address the Need

JLY is a series of free and fun workshops delivered to primary school aged children to build understanding, acceptance and inclusion of individuals living with a disability.

Each child in the following age groupings (grades 1 and 2; grade 3 and 4; grades 5 and 6; grade 7 and 8) participates twice per year every second year throughout their elementary school years, and Kindergarten children get the program annually.

These workshops have been reviewed and evaluated through best practices and has proven to be an effective information tool in helping children understand different disabilities that individuals may have; empathize with challenges that people living with a disability may face and understand the importance of using positive language.

Workshop themes are: We All Belong, We Can All Succeed (Kindergarten); Celebrating Difference, Creating Inclusion (grades 1 and 2); Know the Facts to Better Impact (grades 3 and 4); Challenging Norms to Find the Extraordinary (grades 5 and 6); Disability as a Social Model, The Need for Better Representation (grades 7 and 8).

The program is delivered through an empathy lens and led by a person who lives with a disability themselves. The facilitator leads children through activities which are catalytic in changing attitudes and behaviours around disability, so children develop both an understanding and a desire to act to be more understanding and inclusive.

As children grow, the material grows with them to meet their cognitive growth, helping them to have better understanding of the issues and how to make an impact in their own lives and in their communities.

e) Expected Outcomes

The program:

- Raises awareness and increases understanding and acceptance of people who are living with disabilities

- Addresses the need to support a culture of inclusion, where all children regardless of ability or specialized need are accepted and celebrated and deserve to be positioned to succeed and achieve their own victories
- Helps children have a greater understanding of the potential of people with all types of disabilities
- Provides opportunities for children to openly talk about differences and to develop an understanding of social responsibility
- Provides opportunities for children to talk about stereotypes and why children who may look or act differently want to play and have friends just like everybody else.

f) Agency/project mission. What is your mission and what are you currently doing to achieve your mission (e.g. other programs and services that are not a part of this application for funding)?

Variety – the Children’s Charity of Alberta supports children who are facing physical, developmental, emotional or learning challenges, through education, advocacy, and community outreach.

In collaboration with other service delivery organizations we are creating supportive, ability diverse communities that address safety, inclusive and accessible environments and supports the growth and development of children with specialized needs to gain greater independence and positive life experiences.

Vision: Variety Alberta enables all children with specialized needs to be an active part of their community.

Mission: Through community initiatives, partnerships and education, Variety Alberta enables inclusion, hope and independence for children who are facing physical, developmental, emotional or learning challenges.

We believe that:

- Barriers can be removed through education, increased awareness and creating environments of acceptance, understanding, and celebration of differences
- Every child has the right to play and experience the simple pleasures of childhood
- We can have an inclusive and accessible Alberta for children who are facing physical, developmental, emotional or learning challenges.

The programs and initiatives that we engage in support creating inclusive communities where every child regardless of ability gets to be active, be social and belong.

Our charity has been around for 39 years, but in 2017 we changed the charitable focus from offering funding grants to families who have children living with disabilities, to delivering front line services through 6 different programs. This change enabled us to be more effective with how we could support the disability community and address service delivery gaps within our province.

Other programs/initiatives we deliver:

Building Inclusive Playgrounds:

Play is a crucial part of building children's physical, social and intellectual skills and playgrounds create opportunities for breaking down barriers through interactive play and they offer teachable opportunities where people can see a person before disability.

Currently, there exists no current municipal, provincial or federal legislation around building parks to be inclusive and consequently most of the playgrounds that have been built and continue to be built are for status quo able bodied individuals thus leaving children and community members living with disabilities excluded from using them.

Variety Alberta supports municipal, community and school groups with building playgrounds to ensure that these playgrounds are built to include all community members regardless of age or ability. Since beginning this initiative in 2017, we have built 4 inclusive playgrounds in Calgary and surrounding areas and have supported a handful of school groups with adding inclusion into their playground projects.

Toddler Mobility Program: Go Baby Go (GBG)

Go Baby Go supports children with limited mobility using ride-on adaptive toy cars with push-button switches, supportive seating and communication devices to provide opportunities for children to move independently in ways that they otherwise would not be able to do on their own.

This program is a fun non-stigmatizing way for children who are not independently mobile to engage in play while experiencing therapeutic benefits, building muscle control and muscle memory and learning about their environment.

Volt Hockey

Volt hockey is an accessible form of hockey, played in a specially designed Hockey Sports Chair by people with a variety of disabilities that can range from mild to multiple complex. Unlike other wheelchair sports, players are only required to be able to manipulate a joystick in order to play which allows for children who have complex disabilities to engage in play.

Volt hockey is a game changer for children with complex disabilities as it creates a unique opportunity for them to engage in a sport that was virtually impossible prior and creates opportunity, and builds connectedness, meaning and social relationships – all things needed to break down barriers and create inclusive communities for all children.

We were set to launch Volt in the fall of 2020 but with COVID 19, have had to delay its programming. We are now looking to launch in the early winter of 2021.

Sensory Backpacks

We were looking for ways to support children who live with sensory processing disabilities such as autism and in consult with many families who have children living with Autism/Asperger's, they talked about their children having outbursts or meltdowns due to overstimulation in places with lots of noises, bright lights and other external stimuli.

To support children in environments with an abundance of sensory stimuli, we created Sensory Backpacks as a strategy and tool that we will be making available for sign out free of use in grocery stores, shopping centres, and child friendly facilities such as at the Zoo, Telus Sparks and indoor play spaces.

These backpacks contain a variety of sensory objects that can be used to both calm and focus a child's sensory system and help a child de-escalate in times of sensory overload. This in turn creates a more positive experience for the child and their family when on outings.

Health and Wellness Program - We support children who are living with disabilities or health disorders with grants to help cover the costs of specialized equipment that is not currently covered by government funding.



Variety - the Children's Charity of Alberta

1517, 246 Stewart Green SW,

Calgary, Alberta, T3H 3C8

info@varietyalberta.ca | www.varietyalberta.ca

Charitable Registration: 11928 2689 RR0001

Tax Receipt Name: Variety Club of Alberta Tent 61 Heart of Variety Trust

2021 Variety – the Children's Charity Board of Directors List

Board of Directors

1. Andrew Walker (Board President)
2. Karen Uehara (Board Vice President)
3. Kris Kibler (Treasurer)
4. Tracy Borreson (Secretary)
5. Darlene Law (Director)
6. Susana Garrido (Director)
7. Chuck Magnus (Director)
8. Steven Laschowski (Director)
9. Otilie Coldbeck (Director)

Variety - The Children's Charity of Alberta Association

Financial Statements

September 30, 2020

(Unaudited - see Notice to Reader)



Notice to Reader

On the basis of information provided by management, we have compiled the statement of financial position of Variety - The Children's Charity of Alberta Association as at September 30, 2020 and the statements of operations and changes in net assets for the year then ended.

We have not performed an audit or a review engagement in respect of these financial statements and, accordingly, we express no assurance thereon.

Readers are cautioned that these statements may not be appropriate for their purposes.

Chow Connolly LLP

Chartered Professional Accountants

Calgary, Canada
November 27, 2020

Variety - The Children's Charity of Alberta Association

Statement of Financial Position

September 30, 2020

(Unaudited - see Notice to Reader)

	2020	2019
Assets		
Current Assets		
Cash (Note 3)	\$ 111,612	\$ 187,846
Accounts receivable	253,074	112,580
Goods and services tax recoverable	11,092	12,294
Deposit	-	95,166
Total Assets	\$ 375,778	\$ 407,886
Liabilities and Net Assets		
Current Liabilities		
Accounts payable and accrued liabilities	\$ 9,888	\$ 35,237
Employee deductions payable	1,475	1,490
Deferred contributions (Note 4)	171,951	351,436
Total Liabilities	183,314	388,163
Net Assets	192,464	19,723
Total Liabilities and Net Assets	\$ 375,778	\$ 407,886

Approved on Behalf of the Board:

"Signed" Andrew Walker, Director

"Signed" Kris Kibler, Director

The accompanying notes are an integral part of these financial statements.

Variety - The Children's Charity of Alberta Association

Statement of Operations

For the Year Ended September 30, 2020

(Unaudited - see Notice to Reader)

	2020	2019
Revenue		
Restricted funds utilization (Note 4)	\$ 1,040,952	\$ 558,845
Donations	55,771	130,143
Government relief programs	46,376	-
Government grants	17,344	5,143
Donations in kind	3,214	-
Interest income	107	94
Total Revenue	1,163,764	694,225
Charity Activities		
Restricted funds disbursements	834,271	558,845
Other program expenses	71,771	69,479
Total Charity Activities	906,042	628,324
Total Revenue Net of Total Charity Activities	257,722	65,901
Expenses		
Advertising	889	1,256
Insurance	1,785	1,716
Interest and bank charges	635	436
Meals and entertainment	187	402
Office expenses	8,631	6,292
Professional fees	28,696	39,300
Salaries and wages	42,565	13,382
Travel expenses	1,593	21,534
Total Expenses	84,981	84,318
Excess (Deficiency) Of Revenue Over Expenses	\$ 172,741	\$ (18,417)

The accompanying notes are an integral part of these financial statements.

Variety - The Children's Charity of Alberta Association

Statement of Changes in Net Assets

For the Year Ended September 30, 2020

(Unaudited - see Notice to Reader)

	2020	2019
Net assets, beginning of year	\$ 19,723	\$ 38,140
Excess (deficiency) of revenue over expenses	172,741	(18,417)
Net Assets, End of Year	\$ 192,464	\$ 19,723

The accompanying notes are an integral part of these financial statements.

Variety - The Children's Charity of Alberta Association

Notes to the Financial Statements

For the Year Ended September 30, 2020

(Unaudited - see Notice to Reader)

1. Purpose of the Association

Variety - the Children's Charity of Alberta Association (the "Association") is a not-for-profit organization incorporated provincially under the Societies Act of Alberta and registered as a charity under the Canadian Income Tax Act on February 1, 1992. As a registered charity, the Association is exempt from the payment of income tax under Section 149(1) of the Income Tax Act of Canada. The Association's main purpose is to advance the health, happiness and quality of life of Alberta's children with special needs by actively increasing community participation and responsibility.

2. Summary of Significant Accounting Policies

a. Basis of accounting

The basis of measurement and disclosures in these financial statements are not necessarily in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO) in Part III of the CPA Canada Handbook.

b. Revenue recognition

The Association follows the deferral method of accounting for contributions.

Restricted contributions are recognized as revenue in the year in which the related expenses are incurred.

Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

c. Donations in kind

Donations in kind are recorded at fair market value only when fair market value can be reasonably estimated and when the donated goods or services would otherwise have been purchased by the Association. Volunteers contribute their time each year to assist the Association in achieving its mission. Because of the difficulty of determining the fair value, contributed volunteer services are not recognized in these financial statements.

Variety - The Children's Charity of Alberta Association

Notes to the Financial Statements

For the Year Ended September 30, 2020

(Unaudited - see Notice to Reader)

3. Cash

	2020	2019
Cash - unrestricted	\$ 100,996	\$ 94,910
Cash - restricted	10,616	92,936
Total	\$ 111,612	\$ 187,846

Restricted cash represents Casino and other gaming net proceeds which may only be spent in a manner approved by the Alberta Gaming and Liquor Commission ("AGLC").

4. Deferred Contributions

Deferred contributions related to expenses of future periods represent:

- (a) unspent Casino and other gaming net proceeds, which may only be spent in a manner approved by the Alberta Gaming and Liquor Commission ("AGLC"); and
- (b) specific projects to which donors have made restricted contributions.

	Opening balance	Contributions received	Transfers	Revenue recognized	Total
2020					
AGLC	\$ 92,935	\$ 119,034	-	\$ (201,353)	\$ 10,616
Variety Park - Thorncliffe	40,349	27,738	(67,193)	(894)	-
Variety Park - Blackfalds	106,991	269,507	67,193	(435,691)	8,000
Variety Park - Ramsay	73,998	175,753	-	(243,251)	6,500
Variety Park - John Costello	400	8,435	-	-	8,835
Variety Park - Variety	-	135,000	-	-	135,000
Go baby go program	-	3,000	-	-	3,000
Just like you program restricted funds	36,763	13,700	-	(50,463)	-
Volt hockey program	-	109,300	-	(109,300)	-
Total	\$ 351,436	\$ 861,467	-	\$ (1,040,952)	\$ 171,951
2019					
AGLC	\$ 156,790	\$ 5,052	-	\$ (68,907)	\$ 92,935
Variety Park - Cochrane	142,833	7,153	-	(149,986)	-
Variety Park - Thorncliffe	41,432	281,765	-	(282,848)	40,349
Variety Park - Blackfalds	-	109,144	-	(2,153)	106,991
Variety Park - Ramsay	-	76,498	-	(2,500)	73,998
Variety Park - John Costello	-	400	-	-	400
Just like you program restricted funds	-	89,214	-	(52,451)	36,763
Total	\$ 341,055	\$ 569,226	-	\$ (558,845)	\$ 351,436