

## 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 <a href="#">Section 9.6 C Proposed Budget</a> )	\$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](mailto: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)
<b>EXPENSES</b>			
<b>PERSONNEL</b> (specify positions and hours per week)			
<b>a. SUBTOTAL PERSONNEL</b>			
<b>TRAVEL &amp; TRAINING</b> (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>b. SUBTOTAL TRAVEL &amp; TRAINING</b>	<b>\$38,050</b>	<b>\$7,500</b>	<b>\$45,550</b>
<b>MATERIALS AND SUPPLIES</b> (specify)			
<b>c. SUBTOTAL MATERIALS AND SUPPLIES</b>			
<b>OTHER</b> (specify)			
Volunteer WCB Benefits	\$2,700		\$2,700
Volunteer EFAP Benefits	\$1,995		\$1,995
<b>d. SUBTOTAL OTHER</b>	<b>\$4,695</b>		<b>\$4,695</b>
<b>e. TOTAL EXPENDITURES</b> (e=a+b+c+d)	<b>\$42,745</b>	<b>\$7,500</b>	<b>\$50,245</b>
<b>REVENUE</b> (specify other sources of funding including fundraising, fees for service, other grants, etc.)			
Other FCSS	\$38,500		
Donations	\$4245		
<b>f. TOTAL REVENUE</b>	<b>\$42,745</b>		
<b>g. FCSS REQUEST</b> (DEFICIT = Total of Column 3 Expenditures – Total Revenue)		<b>\$7,500</b>	



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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**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 \$
<b>Assets</b>			
<b>Current assets</b>			
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
<b>Total Current assets</b>		<b>312,358</b>	<b>164,794</b>
<b>Long-term assets</b>			
Property and equipment	5	8,196	4,278
<b>Total Assets</b>		<b>320,554</b>	<b>169,072</b>
<b>Liabilities and Equity</b>			
<b>Liabilities</b>			
<b>Current liabilities</b>			
<b>Accounts payable and accrued liabilities</b>			
Accounts payable and accrued liabilities		17,937	8,945
Employee deductions payable		5,352	2,505
<b>Total Accounts payable and accrued liabilities</b>		<b>23,289</b>	<b>11,450</b>
Deferred contributions	6	156,281	63,098
<b>Total Liabilities</b>		<b>179,570</b>	<b>74,548</b>
<b>Equity</b>			
Unrestricted Net Assets		140,984	94,524
<b>Total Liabilities and Equity</b>		<b>320,554</b>	<b>169,072</b>

**Contingencies (Note 8)**

Approved on behalf of the board

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05/31/21 8:17 AM MDT  
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**Airdrie & District Victims Assistance Society**  
**Statement of Excess (Deficiency) of Revenue Over Expenses**  
**For the year ended December 31, 2020**

(Unaudited)

	Note	2020 \$	2019 \$
<b>Revenue</b>			
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
<b>Total Revenue</b>		<b>382,546</b>	<b>323,248</b>

	Note	2020	2019
		\$	\$
<b>Operating expenses</b>			
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
<b>Total Operating expenses</b>		<b>336,086</b>	<b>317,366</b>
<b>Net Excess of Revenue over Expenses</b>		<b>46,460</b>	<b>5,882</b>

**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
<b>Unrestricted net assets - end of year</b>		<b>140,984</b>	<b>94,524</b>

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

(Unaudited)

	2020	2019
	\$	\$
<b>Operating Activities</b>		
Net income	46,460	5,882
<b>Adjustments to reconcile net income (loss):</b>		
Amortization	3,131	1,674
<b>Changes in working capital:</b>		
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
<b>Total changes in working capital</b>	<b>104,698</b>	<b>39,704</b>
<b>Cash flows from operating activities</b>	<b>154,289</b>	<b>47,260</b>
<b>Investing Activities</b>		
Purchase of property, plant, and equipment	(7,049)	
<b>Net increase (decrease) in cash and cash equivalents</b>	<b>147,240</b>	<b>47,260</b>
Cash and cash equivalents, beginning of year	159,401	112,141
<b>Cash and cash equivalents, end of year</b>	<b>306,641</b>	<b>159,401</b>



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