



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
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

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
<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)

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

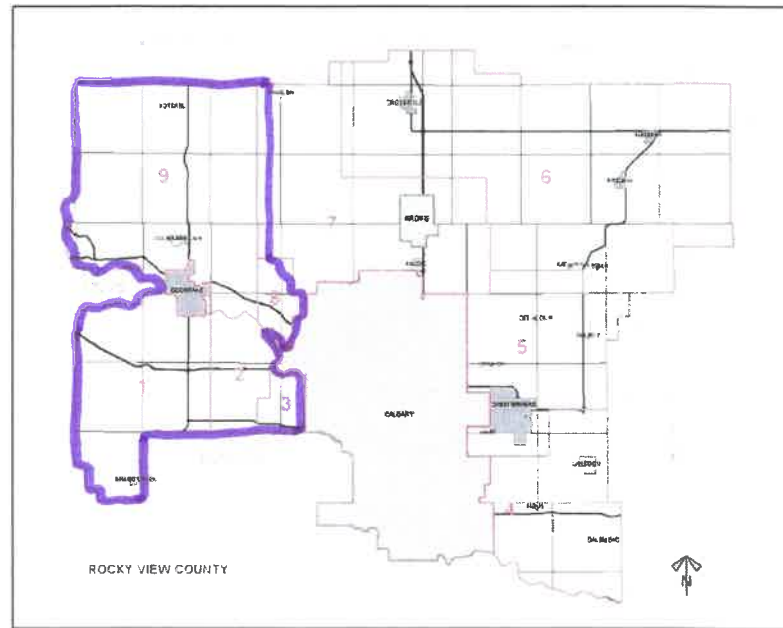
Please indicate the percentage of each section below that your program provides.

• 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.

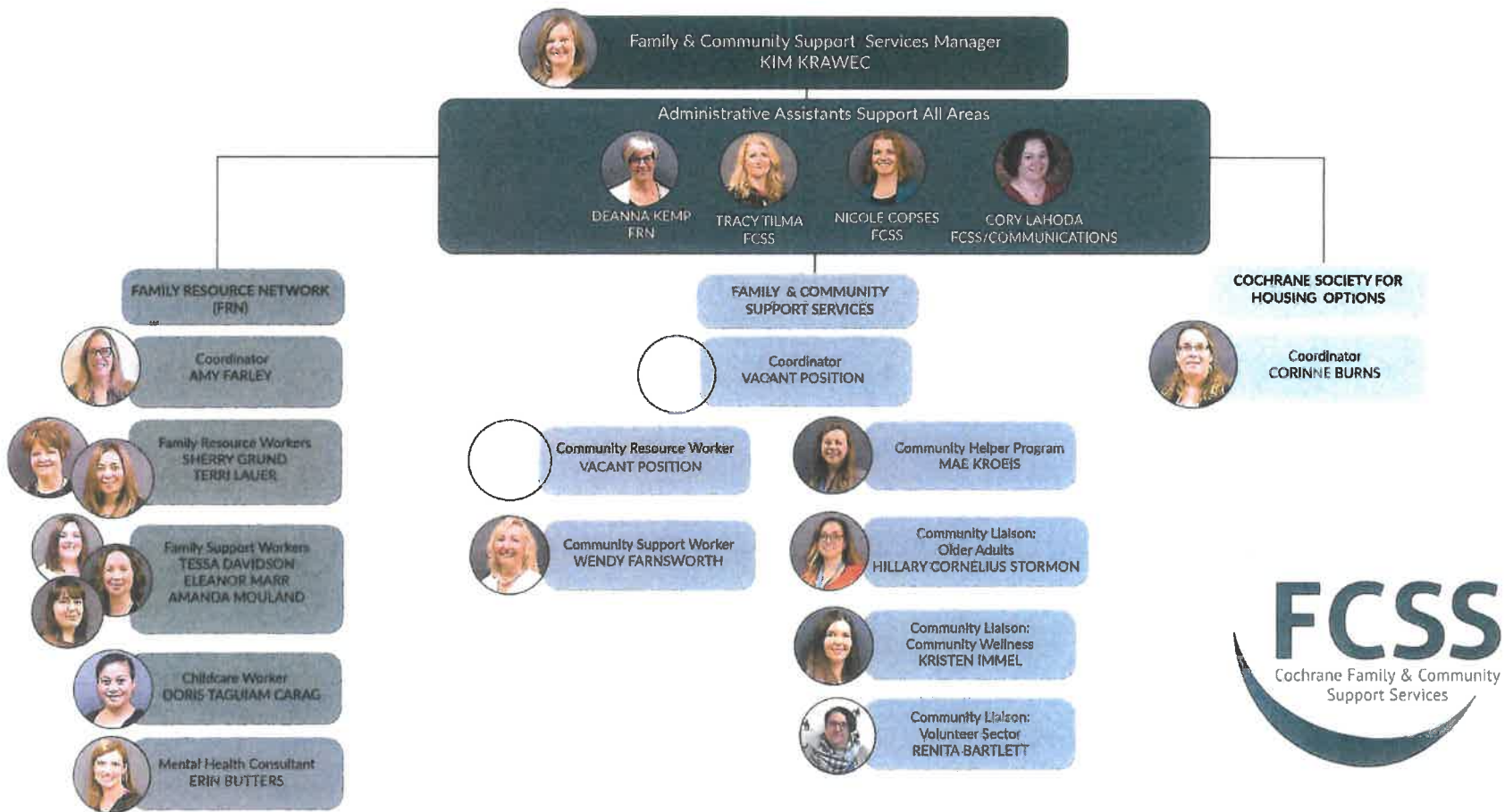
9.6 C. INPUTS (Resources dedicated to the project. Include staff and budget for one year.)			
2022 PROPOSED BUDGET (Ensure all calculations are correct. Use the second column to itemize the program expenses to which you plan to direct County FCSS funds. Column 1 + Column 2 = Column 3)			
ITEM	Column 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

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 Managment 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