



Drayton Valley & District Family and Community Support Services

FCSS Final Report

Please find enclosed a Final Reporting Form for Drayton Valley & District FCSS. This report is an important part of the granting process, and is a requirement of FCSS funding.

Agency Name: _____

Due Dates: Operational Grants – January 30 of the following year
Special Project Grants – 30 days after completion of project

If you have any questions or concerns regarding this application, please do not hesitate to contact me at 514-2204.

Kendra Peleshok
FCSS Coordinator

Please return grant evaluations to:
Drayton Valley and District FCSS
Box 6387
Drayton Valley, AB.
T7A 1A1

**Drayton Valley & District
Family & Community Support Services
Grant Evaluation & Final Reporting Form**

Name of Funded Agency : _____

Name of Project: _____

Project Timelines: _____

Revenue	
FCSS 80% contribution	\$ _____
Organization's 20% contribution	\$ _____
Expenditures	
FCSS Eligible Expenditures <small>* see enclosed list of eligible expenditures</small>	\$ _____
<i>Other Expenditures</i>	\$ _____
Revenue minus eligible expenditures	\$ _____
Surplus/(Deficit)	\$ _____

*** Please also enclose a full financial statement of revenues and expenditures.**

Due Dates: Operational Grants – January 30 of each year
Special Projects – 30 days after completion of project

Project Description

SUPPORTING STATISTICS AND COMMUNITY INVOLVEMENT	
Direct Programs Offered	Participant Numbers
Community Education and Awareness	Population Reached
Volunteerism	Participating number
Staff Development	Staff Involved
Geographical Area Served	

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Describe how your program/project has achieved the following:

Helped people to develop independence, strengthen coping skills and become more resilient	
Helped people become aware of social needs	
Helped people develop interpersonal and group skills which enhance constructive relationships among people	
Helped people and communities to assume responsibility for decisions and actions which affect them	

Provided support that helps sustain people as active participants in the community.	
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Did you meet your goals? How did you meet these goals?
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Please describe any changes you would make to your program based upon your results.

As an agency which is funded through joint municipal and provincial governments, Drayton Valley & District FCSS endeavors to make the public aware of programs and events we have supported throughout the year. Please enclose copies of awareness and promotion items. Any photographs of projects or events which could be included in our annual report would be appreciated.

Enclosures:

- Promotional / awareness items
- Photographs of events / projects

Name and Title of the Officer Authorized by the organization:

Telephone:

Fax:

E-mail:

Signature of Authorized Officer:

Date:

Eligible Expenses

- FCSS will provide grant funding to not-for-profit agencies, community groups, organizations, associations or committees.
- Agencies may be subject to receiving funding in increments.
- FCSS will not provide grant funding to individuals or commercial enterprises.
- FCSS grant funds can be allocated to cover costs including:
 - Managing a specific service delivery mechanism;
 - Operating a board or committee for the delivery of the service;
 - Providing training for staff and volunteers for this service;
 - Reimbursing volunteers for incidental expenses necessarily incurred in providing volunteer services but not including loss of wages, or;
 - Employment of staff to deliver family and community services.

Non-Eligible Expenses

- FCSS grant funds cannot be used to purchase land or buildings, to construct or renovate a building, to purchase motor vehicles, or to cover costs required to sustain an organization that do not relate to direct service delivery.