

# **Fetal Alcohol Spectrum Disorder (FASD) Family/Caregiver Support Group Funding Application Guidelines**



Funding Provided by the Government of Ontario

The Ministry of Children, Community and Social Services (MCCSS) is focused on improving outcomes for children, youth and families affected by Fetal Alcohol Spectrum Disorder (FASD).

Community-based FASD Family/Caregiver Support Groups bring together people who are providing care for a child, youth or adult with FASD or for those living with FASD. Groups may be facilitated by service providers, volunteers or both.

FASD Support Groups will provide networking opportunities and connections between parents and caregivers affected by FASD and provide them with an opportunity to come together for mentorship, information sharing and awareness activities.

Funding is being made available through an application process to existing and new FASD Support Groups to provide a forum for families and caregivers to:

- Support each other and share information on FASD;
- Build knowledge exchange across the province;
- Share effective/best practices between communities; and
- Support parent/caregiver mentorship and organize and mobilize local FASD initiatives to improve outcomes for individuals living with FASD.

## **ELIGIBILITY**

### **Who can apply?**

- Non-profit organizations.
- Individuals not attached to an organization, i.e. volunteer parent.
- Applicants who are based in Ontario.

### **Who can't apply?**

- For-profit organizations.

### **What can funds be used for?**

- Developing, (or adjusting to make culturally relevant) materials for families/caregivers of individuals with FASD.
- Outreach and the creation of promotional materials to advertise groups and activities.
- Assist in the logistical and operational supports for meetings (i.e. childcare, meeting space rental fees, travel, snacks and refreshments, permit fees, insurance coverage etc.)
- Printing and photocopying of materials to be used for group activities.
- Consultant and training fees, guest speakers and volunteer honoraria.

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## What can't funds be used for?

- Costs that are not related to the activities outlined in the Application Form.
- Costs that are covered by another source of government funding.
- FASD public awareness campaigns.
- To give away as a donation or for fundraising campaigns or events.
- To repay debts.
- Advocacy activities.
- Political or religious activities.
- Activities outside of Ontario.

## FOCUS

- FASD Support Group activities are expected to support one or more of the following groups of people:
  - Families/caregivers of children and youth with FASD.
  - Families/caregivers of adults with FASD.
  - Children and youth with FASD.
  - Adults with FASD.
- FASD Support Group activities are intended to mobilize and build communities by bringing together the groups noted above. Examples may include:
  - Facilitating in-person FASD Support Groups for families/caregivers of individual with FASD.
  - Education and training for service providers, families, childcare providers, caregivers and individuals experiencing FASD through workshops, weekly group sessions, onetime events, webinars etc.
  - Creating an event focussing on family wellness, self-care and how to access services.

## APPLICATION PROCESS

Applicants should thoroughly review and become familiar with the Guidelines, [Application Form](#), and the [Frequently Asked Questions](#).

To apply for funding, you please send an application to Health Nexus via email by noon on Wednesday, October 24, 2018.

English applications can be emailed to [FASDSupport@healthnexus.ca](mailto:FASDSupport@healthnexus.ca).

French applications can be emailed to [TSAFsupport@nexussante.ca](mailto:TSAFsupport@nexussante.ca).

The Application Form can be found at <https://en.healthnexus.ca/FASDSupportGroups>. Applicants are asked to answer a series of questions and then complete an action plan.

Organizations or individuals can apply for up to \$4,500 per FASD Support Group.

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## **TIMELINES**

### **FASD Support Groups – First Funding Cycle**

Application submission deadline	October 24, 2018
Applicants notified of funding decisions	November 7, 2018
Successful applicants sign legal agreement to receive funding	November 21, 2018
Activities completed and funds spent	March 31, 2019

\*Dates for a Second Funding Cycle will be released in early 2019.

## **APPLICATION ASSESSMENT PROCESS**

### **How will successful applicants be chosen?**

Applications will be assessed based on the following criteria:

- Application Form is completed with activities and budget clearly explained.
  - Activities have a clear purpose and goal and are aligned with the intent of the funding.
  - Activities include easy ways to tell (evaluate) if they are helping.
  - Activities are likely to result in positive changes.
  - Activities support one or more of the identified target audiences.
- Applicant meets eligibility criteria.
- Funds will be used for eligible activities and expenses.

## **FUNDING REQUIREMENTS**

Successful applicants will be required to:

- Enter into a legal funding agreement with Health Nexus to ensure accountability for the use of funds.
- Prepare and submit a mid-term and final report to Health Nexus.
- Participate in a peer sharing webinar in January 2019 (date TBC).
- Participate in-person or through information sharing in a Community of Practice and at a forum in February or March 2019 (date TBC).

Funding to successful applicants will be disbursed as follows:

- Organizations: Funds will be disbursed as a one-time payment. Organizations are responsible for holding and monitoring funds for the duration of the project.
- Individuals or small groups not connected to an organization: Health Nexus will hold the funds and pay expenses directly. Individuals will be responsible for monitoring funds during the project.
- Note: All activities must be completed, and all funds must be spent by March 31, 2019.

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## **COORDINATION AND SUPPORT**

Health Nexus will provide support to the applicant through information sharing and materials which may include the following:

- Telephone and email support with the FASD Project Coordinator.
- A list of FASD Support Groups in Ontario and/or an online site for groups to communicate.
- Webinars or teleconferences to share what's working and lessons learned.
- In-person meeting (forum) to build connections between group leaders, to exchange ideas of how to support families and how to help these groups keep going after the subsidy ends.
- Documents and tools that will support funded projects with their activities.

## **CONTACT**

Angela Geddes, FASD Project Coordinator

[a.geddes@healthnexus.ca](mailto:a.geddes@healthnexus.ca)

416-408-6868

1-800-397-9567 x 2292