

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



Funding Provided by the Government of Ontario

Application Guidelines

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BACKGROUND INFORMATION

The Ministry of Children, Community and Social Services (MCCSS) remains committed to improving outcomes for children, youth, adults, and families affected by Prenatal Exposure to Alcohol and 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 ideally both.

FASD Support Groups will provide networking opportunities and connections between like minded individuals and provide them with an opportunity to come together for mentorship, information sharing and awareness activities.

Subsidies are 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 cannot 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 costs, children's programming, 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.
- Equipment necessary to support virtual connections and on-line group activities.

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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 or 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 events 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, please send an application to Health Nexus via email by **Monday June 29, 2020**.

English applications can be emailed to FASDSupport@healthnexus.ca.

French applications can be emailed to 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 – 2020-21 Schedule

Application submission deadline	June 29, 2020
Applicants notified of funding decisions	July 13, 2020
Successful applicants sign legal agreement to receive funding	July 27, 2020
Mid-term reports due	November 25, 2020
Activities completed and funds spent	March 31, 2021
Final Reports due	March 31, 2021

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.
- Have an electronic banking system in place to receive the subsidy via e-transfer
- Prepare and submit a mid-term and final report to Health Nexus.
- Participate in a peer sharing kick-off training webinar planned for August, 2020 (date TBC).
- Participate in-person/virtually and through information and resource sharing within Knowledge Exchange processes, i.e. website, online correspondence, webinars, newsletters etc. as well as at in-person/virtual meetings and large provincial conference and/or events as scheduled.

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Funding to successful applicants will be disbursed as follows:

- Organizations: Funds will be disbursed as a one-time payment via digital means therefore banking information for electronic transfers will be required. (Please contact us if there are barriers.) 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 should be completed, and all funds should be spent by **March 15, 2021**.

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 (if possible) or virtual conference to build connections between group leaders, to exchange ideas of how to support families, build partnerships and offer evidence informed support activities. Documents and tools that will support funded projects with their activities.

CONTACT

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