



FREQUENTLY ASKED QUESTIONS (FAQS)

The following Frequently Asked Questions (FAQs) are designed to support the completion of the funding application.

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1 BACKGROUND INFORMATION

1.1 Why was this funding opportunity created?

The Ministry of Children, Community and Social Services (MCCSS) is focused on improving outcomes for children, youth and adults with Fetal Alcohol Spectrum Disorder (FASD) or possible FASD and their families. It has long been acknowledged that individuals and families who are experiencing FASD have limited access to relevant support programs and services. The Government of Ontario is demonstrating its commitment to building capacity and improving outcomes for those with FASD by offering small subsidies to support and expand FASD Support Groups for individuals, families, and caregivers. See [Application Guidelines](#) for details regarding the purpose of the funding and what the money can and cannot be used for. Funding for FASD Support Groups is being provided by the Government of Ontario.

1.2 What is Health Nexus?

Health Nexus is a bilingual health promotion organization that works with diverse partners to build healthy, equitable and thriving communities. Health Nexus supports service providers who work in preconception health, prenatal health, and early child development. Through funding provided by MCCSS, Health Nexus created a provincial FASD service provider training (www.training.fasdinfectsaf.ca) and is also responsible for the FASD Ontario Website (www.fasdinfectsaf.ca). For more information about Health Nexus, please visit www.healthnexus.ca.

1.3 How much funding is available?

Funding of up to \$4,500 will be available for successful applicants for 2023-24. We remain committed to supporting existing groups and the ongoing growth and development of new opportunities for communities that have gaps and limited FASD support services. Application acceptance is based on merit and not on amount requested.

1.4 Can I/we submit more than one funding application?

Yes. An individual or collaborative can submit applications for more than one FASD support group, as long as activities are being provided to different groups of people, (such as parents of children, parents of adolescents, adults living with FASD) or in different geographic locations.

1.5 Can I/we apply for funding in 2023-24 if we received subsidies in previous cycles?

Yes. We encourage applicants to apply for all cycles of funding to increase opportunities for support within your community. During the new cycle, the

applicant can apply to provide entirely new activities or continue with current activities that are already having a positive impact for families/caregivers of individuals with FASD.

2 APPLICATION TIMELINE

2.1 What is the application timeline?

2023-24 timeline:

- People or organizations interested in applying can download the application package from: www.fasdinfectsaf.ca/gethelp
- Applications may be completed in English or French
- Applicants must send their completed application form via email by **Monday, June 12, 2023**
- Applicants will be notified of our decision by **Monday, June 26, 2023**
- Legal agreements will need to be signed by successful applicants by **Monday, July 10, 2023**. Funds will be made available at this time
- Please ensure that the contact information on the application form is completed correctly. This will enable Health Nexus to:
 - Confirm receipt of the application
 - Contact you if there are any details that require clarification
 - Notify you once a decision has been made – whether selected or not

3 APPLICATION PROCESS

3.1 Who can apply for funding?

Groups must be Ontario-based. The following groups/representatives can apply for funding:

- People who do not belong to an organization (e.g., volunteer parent, adult with FASD, etc.)
- Charitable organizations
- Non-profit organizations

3.2 How do I/we apply for funding?

To apply for funding, the applicant needs to:

- Submit application to Health Nexus by **Monday, June 12, 2023**
- The application form can be downloaded from: www.fasdinfectsaf.ca/gethelp
- Applicants are asked to answer a series of questions and then complete an action plan
- Complete the application form and submit it:
 - By email at FASDsupport@healthnexus.ca
 - By mail to Health Nexus, 240 Richmond St W, Toronto, ON M5V 1V6

See [Application Guidelines](#) and [Application Form](#) for details.

3.3 What if we do not have an FASD Support Group name established yet?

The applicant must include a name for the FASD Support Group in the application. If the applicant does not have a name yet, please make one up that sets the FASD Support Group apart from others. For example, the name could be {town/city} {any special population} FASD Support Group. Health Nexus must be informed of any name change that might occur.

3.4 What are the “must haves” for applications?

To receive funding, applications must show the impact that their group will have and their plans to increase access to FASD-specific family and caregiver supports within their communities. This can involve building upon existing work, and/or creating new support activities for families, caregivers and individuals with FASD.

Additionally, activities must support one or more of the following audiences:

- Children with FASD (or possible FASD)
- Youth with FASD (or possible FASD)
- Adults with FASD (or possible FASD)
- Families/caregivers of children with FASD (or possible FASD)
- Families/caregivers of youth with FASD (or possible FASD)
- Families/caregivers of adults with FASD (or possible FASD)

3.5 What if there is already an FASD Support Group in my community?

FASD Support Groups in the same communities will be encouraged to work together if possible. FASD Support Groups in the same area who support different audiences i.e., Francophone, newcomers, different age groups, members of Indigenous groups, etc. will be considered for separate funding projects. Priority will be given to communities who have fewer or no services available in their region.

3.6 What type of activities can funds be used for?

Funding is expected to be used for activities such as, but not limited to:

- In person or virtual support group sessions
- Education and training. It can be for families, caregivers, and individuals with FASD through workshops, weekly group sessions, one-time events, webinars, etc.
- Service provider and childcare provider education and training may be included to support the delivery of group activities
- Creating an event focussing on family wellness, self-care and how to access FASD support services

3.7 Can in-person activities be funded this cycle?

Yes, in-person activities may be funded. Due to the COVID-19 pandemic we strongly suggest that you prepare a back-up plan to make activities happen virtually or spend the funding differently if necessary.

3.8 What are the expected outcomes of my/our activities?

Outcomes will vary depending on the activities. However, all projects groups are expected to measure how many people have been supported. It is the intent to have FASD Support Groups demonstrate improved outcomes for individuals and families through positive participant feedback. Some examples are:

- Participants share that they are satisfied with the FASD Support Group activities
- Participants feel more aware, have more skills, and have more confidence in their abilities because of these activities
- There are more FASD supports available for the community as a result of this funding
- Group members feel less isolated

4 NEXT STEPS

4.1 What happens if the application is successful?

If the application is successful, the applicant will be notified on June 26, 2023. The successful applicant will need to sign a legal agreement and submit it to us by July 10, 2023. Funds will be made available to the successful applicant after the agreement is signed.

We have moved to electronic payments: therefore, groups will need to be able to receive an electronic transfer of funds. If you are not in the position to receive an electronic payment, please contact Health Nexus to discuss alternate arrangements.

4.2 What happens if my/our application is not successful?

Unfortunately, there is a limited number of subsidies available, and we may not be able to fund all FASD Support Groups. The applicant will be notified of the decision within the two weeks following the application deadline.

4.3 What administrative and reporting expectations are there for successful applicants?

In addition to signing a legal agreement, these are the other requirements for successful applicants:

- Participation in peer sharing via newsletters, and ongoing group leader networking meetings and provincial trainings
- Midterm report to be completed midway through the funding cycle
- Final report to be completed at the end of the funding cycle
- For the midterm and final reports, the applicant will be expected to provide an updated action plan which includes:
 - Progress on activities
 - Plans for finishing the activities (mid-term report only)
 - Amount of money spent to date
 - Number of people supported
 - Additional ways to demonstrate that the activities are helping (e.g., group impact, client feedback and satisfaction)
- Feedback to be gathered from group participants and group leader(s) (the applicant and any other staff/volunteer helping them run the group)
- Health Nexus to be notified by March 1, 2024 if the group is not able to spend all its allocated funds
- All activities must be completed by **March 15, 2024**
- Bookkeeping must be concluded by **March 31, 2024**
- Unspent money will need to be returned to Health Nexus

4.4 Will Health Nexus help me with my activities?

The applicant is responsible for making sure the project activities are finished. Health Nexus can help the applicant in different ways:

- Assist with questions and challenges by phone or email
- Facilitate webinars or teleconferences to discuss evaluation and reporting
- Facilitate webinars or teleconferences to encourage sharing of what is working and what are the areas of improvement
- Host events to allow for networking, sharing what FASD Support Groups are doing and to talk about emerging evidence and best practices
- Provide tools and documents to help guide projects

4.5 Whom can I contact for help with my funding application?

For assistance with the funding application, please contact:

FASDsupport@healthnexus.ca.

APPENDIX

FASD Ontario Website: www.fasdinfotsaf.ca

FASD Family and Caregiver Support Group page: www.fasdinfotsaf.ca/gethelp

Application package:

- Application Form: https://fasdinfotsaf.ca/wp-content/uploads/2023/05/FASDSubsidy_Application_2023-24.pdf
- Application Guidelines: https://fasdinfotsaf.ca/wp-content/uploads/2023/05/FASDSubsidy_Guidelines_2023-24.pdf
- Frequently Asked Questions: https://fasdinfotsaf.ca/wp-content/uploads/2023/05/FASDSubsidy_FAQs_2023-24.pdf

Facilitators Guide: Organizing FASD Family/Caregiver Support Groups:
<https://resources.beststart.org/product/j42e-fasd-support-groups-facilitators-guide-dbooklet/>

Service Provider Training: FASD: A Shared Responsibility:
<https://training.fasdinfotsaf.ca/>