

CISM for Communities

2018 Community Development Grant Analysis

CIP Grant Summary:

2015	2016	2017	2018 Request	2018 Recommended by CIP	Difference of Recommended vs. Requested
-	-	-	104,500	-	(104,500)

Program Reporting Required:

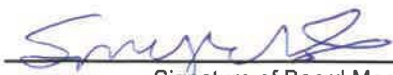

Financial Reporting Required:

Notes:

This application is deemed ineligible, per the FCSS Eligibility Assessment Tool. Section 2.1(2) and Section 4 of the FCSS Regulation identify crisis intervention and rehabilitation services as ineligible services and prohibited costs.

Budget Line Description	2018 Budget	2018 Grant Request	2018 Recommended
Revenues			
2018 Community Development Grant	104,500.00	104,500.00	-
Project/Program Income	20,000.00	-	-
Donations	25,000.00	-	-
Grant from: ATC	12,000.00	-	-
Fundraiser	4,500.00	-	-
Total Revenues	166,000.00	104,500.00	-
Expenses			
Salary Executive Director	80,000.00	50,000.00	-
Salary for Assistant	40,000.00	25,000.00	-
Travel and Expenses to Rural Communities	15,000.00	10,000.00	-
CISM course costs x 5	8,000.00	4,000.00	-
CISM course venue x 5	5,000.00	3,000.00	-
Material reproduction for Rural Communities	3,000.00	2,500.00	-
Critical Incident Dispatcher/Advisor - part time - rural	20,000.00	5,000.00	-
Meals for training/prizes for kids	6,000.00	3,000.00	-
Honorarium for Elders in each rural community	2,500.00	1,500.00	-
ASIST training in Rural Communities	2,500.00	500.00	-
Total Expenses	182,000.00	104,500.00	-
Total Surplus (Deficit)	(16,000.00)	-	-

2018 Community Development Grant
Part A - Organization Summary

Organization Name:	CISM (Critical Incident Stress Management) for Communities		
Mailing Address:	Street Address: 1 C.A. Knight Way, The Redpoll Centre at Shell Plac City/Hamlet: Fort McMurray Province: Alberta Postal Code: T9H5C5		
Phone Number:	780-607-1511		
Email Address:	cismforcommunities@gmail.com		
Website Address:	www.cismforcommunities.ca		
Main Contact Name:	Name: Valerie O'Leary Title: Executive Director Daytime Phone: 780-791-0077 Email Address: cismforcommunities@gmail.com		
Board Chair / President:	Name: Doug Fingland Daytime Phone: Email Address: Dfingland@suncor.ca		
Is your organization registered as a not-for-profit society or corporation? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>			
Registration Number:	Act Registered Under:	<input type="checkbox"/> Societies Act (Alberta) <input type="checkbox"/> Companies Act (Alberta) <input checked="" type="checkbox"/> Canada Not-for-profit Corporations Act	
5118644441			
Declaration of Board Members - In making this application, we, the undersigned, confirm that we are authorized by the applicant organization to complete the application and hereby represent to the Regional Municipality of Wood Buffalo's Community Investment Program and declare that to the best of our knowledge and belief, the information provided is truthful and accurate, and the application is made on behalf of the above-named organization and with the Board of Directors' full knowledge and consent.			
 Signature of Board Member (must have signing authority)		 Signature of Board Member or Executive Director (must have signing authority)	
Stephanie Myrick		Valerie O'Leary	
Print Name		Print Name	
2018-01-23		2018-01-23	
Date: (Year-Month-Day)		Date: (Year-Month-Day)	

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Part B - Board Questionnaire

Is your organization receiving the Community Operating Grant in 2018? Yes ☐ No ☒

How often does the Board review the financial position of the agency? What efforts have been made in the past fiscal year to increase the number, and types, of financial support for your organization?

The financials are reviewed quarterly and audited once a year. We have applied for 4 different grants in the past year and held two fundraising events.

Organization's most recent Fiscal Year End date (YYYY-MM-DD): 2017-12-31

Unrestricted bank balance at 2017-12-31 \$ 15,484.37

(Unrestricted bank balance: Accumulated surplus that the Board has not set aside for a particular purpose)

Total Expenses from your Financial Statements Ending 2017-12-31 \$ 32,256.85

Does your organization have financial reserves greater than the last year's operating expenses? If so, explain why.

We continue to reserve the estimated minimum operating expenses for each fiscal year so we continue our services to the community.

What are the restrictions (if any) on becoming a member of your organization or participating in programs or services?

There are no restrictions to becoming a member of this organization. We are always recruiting and engaging with other organizations. To date, we have over 22 volunteers on our Critical Incident Response Team. There are also no restrictions to our programs or services as this service started in 2014 as a free service offered to all residents of the Municipality of Wood Buffalo.

Minimum number of board members according to bylaws: 4

Number of board members: 2017: 4 2016: 4 2015: 4

How often does the Board of Directors meet? Monthly

Please list your current Board of Directors:

Name	Board Position	Years on Board
Doug Finland	Chair	1.00
Stephanie Myrick	Board Member	3.00
Connie Mecredi	Board Member	2.00
Jamie Attfield	Board Member	1.00
Chris Fitzgerald	Board member	1.00

Are any Board member/s being paid, or receiving an honorarium for being on the Board or for other positions in the organization outside of their role on the Board? Yes ☐ No ☒

If yes, complete the following table:

Board member name	Paid role in the board / organization	Amount received

 The personal information collected in this application is collected under the authority of section 33(c) of Alberta's Freedom of Information and Protection of Privacy (FOIP) Act. It will be used to process the application and contact you if needed, during the review of this application. If you have any questions about the collection and use of the personal information you may contact the Community Facilities & Investment Manager, at 9909 Franklin Avenue, Fort McMurray, AB T9H 2K4 or at (780) 743-7918.

Part C - Proposed Program / Project

The Family and Community Support Services (FCSS) grant is used to support the design and delivery of preventive social services programs that promote and enhance the well-being of individuals, families and communities. The link to the regulations can be found here:

http://www.qp.alberta.ca/1266.cfm?page=1994_218.cfm&leg_type=Regs&isbncn=9780779786756&display=html

1. Program/Project Description

Program/Project Name:	Sustaining Critical Incident Response Teams		
Beginning Date:	2018-01-01	Completion Date:	2018-12-31

General program/project description:

Overview of Critical Incidence Stress Management for Communities

Critical Incidence Stress Management (CISM) for Communities, henceforth referred to as CISM, was established in 2014 to serve the Wood Buffalo community. The purpose of CISM is to provide quality, professional critical incident stress management interventions, follow-up and education and awareness sessions to workers, individuals and the public who are impacted by a critical or traumatic event. CISM provides free interventions to anyone who has been exposed to a traumatic. We also offer education and awareness sessions for groups to help them before and after an event. This gives them the skills needed to cope and to help them build resiliency skills. Research has shown that this helps mitigate any long term affects. We adopt the CISM module developed by the University of Baltimore in the U.S.A.

Psychological trauma and acute psychological crises are virtually epidemic. Whether it's disasters, terrorism, political unrest, economic fluctuations, school violence, or workplace violence, crisis and trauma will always follow. The question has always been how do we best respond? How do we respond to civilians in need and how do we respond to emergency workers, military, and healthcare personnel? Over 20 years of experience has taught us that traditional psychological services can be inert if not toxic. Thus, a new era and a new standard of care was clearly warranted. CISM has emerged as the world's only comprehensive integrated continuum of acute psychological care. We partner with other social profit agencies in the community to effectively deliver this program. Our partners include Some Other Solutions (SOS), Canadian Mental Health Association (CMHA), St. Aidan's Society, Victim Services, Fort McKay Youth Center, FM Search and Rescue, YMCA, Wood Buffalo Public Library, Centre of Hope, Salvation Army, Waypoints, Shell, Suncor, Big Brothers/Big Sisters, Fort McMurray Public Schools, Emergency Social Services and the Athabasca Tribal Council.

CISM is a young and small organization with one full time staff – the Executive Director. The Executive Director is trained in critical incidence stress management and has over 20 years' field experience. She is an a certified CISM Instructor and holds a diploma for Community And Workplace Traumo. The board of directors come from diverse backgrounds, which reflect our community, and have also received training in critical incident stress management; as well as 20 other non-profit members who are now part of the Critical Incident Response Team.

Since the Fires in 2016, our non-profit has grown immensely and has expanded to the Rural Communités including Fort Chip, Fort MacKay, Anzac, Conklin and Janvier, including youth.

Critical Incident Stress Management (CISM) represents a comprehensive, integrated, systematic and multi-component crisis intervention program. Our programs and services have three components: *Education and Awareness: *Preventative and proactive (what to expect before an incident) or reactive (what to expect after an incident).

Intervention Delivery (Individual and Group) & Resources and Referrals. We are also the bridge to a higher level of care and sit on numerous boards to ensure we know all resources.

Program/Project Logic Model

Please include a logic model for the program/project described on page 4. Use the template provided below to describe the program/project. Refer to attached sample (page 10) for guidance.

INPUTS OR RESOURCES	ACTIVITIES	OUTPUTS	SHORT-TERM OUTCOMES	INTERMEDIATE OUTCOMES	LONG-TERM OUTCOMES
Resources available to the program that allow and support service delivery, including money, staff, volunteers, clients, materials, or equipment	The methods of service delivery carried out by staff	The product delivered or unit of service provided, usually described numerically, such as number of people served or number of hours of service delivered	The first changes that occur for the individuals, families, organizations, or community as a result of the program	The subsequent benefit for people during or after their involvement in a program	The eventual impact on individuals, families, organizations, or community for which the program is accountable
-Certified CISM Instructor -training facility -22 plus professional trained volunteers to respond to critical incidents -25,000 in financial assistance -subsidized rental space at the Redpoll Centre at Shell Place.	Work with non-profit to promote healthier communities by doing Education & Awareness sessions for their staff and their clients. The sessions are designed to help build coping skills We also offer Compassion Fatigue Workshops. For the Critiical Incident team,we can have a team member attend within an hour of incident. All services are free to everyone in RMWB	Fort McMurray - 67,000 people and Rural Communities - 2300. 2.5 hours of training per organization - 20 organizations 40 Individual Crisis interventions 25 Group Crisis Interventions -doing trauma work in the Northland schools from k-12	All Residents and non-profits get immediate emotional support and help with coping skills after an incident. Residents/non-profit s get some life-skill training on building resiliency skills. Being the bridge to a higher level of care. Building relationships in the Rural communities. Northland school kids will have better coping skills	People are able to normalize their reactions to an abnormal event so they don't feel lost, alone or they are going crazy. Everyone is able to build healthier coping skills. Taking the stigma away for people when looking for a higher level of care. Build on resiliency skills	When people are able to cope better and develop better resiliency skills, they can teach others around them, including their children the importance of talking. People seeking help rather than self-medicating. Building partnerships and trust in the Rural Communities. Rural having their own Critical Incident response team

Target Group (choose all that apply):

- | | | | |
|-------------------------------------|--|---|---|
| <input type="checkbox"/> Ages 0 - 5 | <input type="checkbox"/> Ages 10 - 12 | <input checked="" type="checkbox"/> Adults | <input checked="" type="checkbox"/> Families |
| <input type="checkbox"/> Ages 6 - 9 | <input checked="" type="checkbox"/> Ages 13 - 18 | <input checked="" type="checkbox"/> Seniors | <input checked="" type="checkbox"/> Community Development |

How does your program/project support the following FCSS program outcomes: Prevention, Local Autonomy, Volunteerism, Accountability and Community Development?

Select one or more of the following:

- ☒ help people to develop independence, strengthen coping skills and become more resistant to crisis;
- ☒ help people to develop an awareness of social needs
- ☒ help people to develop interpersonal and group skills which enhance constructive relationships among people
- ☒ help people and communities to assume responsibility for decisions and actions which affect them
- ☒ provide supports that help sustain people as active participants in the community

Explain how this program is preventive in nature and enhances the social well-being of individuals and/or families :

While doing Individual, Group Interventions or Education and Awareness workshops, we spent a lot of time helping them create a plan of action to get through a difficult time. (this is part of mitigating long term negative affects after an incident) We help give idea's on how to ease emotionally pain, inquiry on any past coping skill they've used and reestablishing it, offer resources to a higher level of care and do referrals to help them. Our Education and Awareness sessions is a preventative and proactive workshop which focuses on building resiliency skills by getting more engaged in the community by volunteering, joining groups, etc...

By having a Critiical Incident Response team, we help people right away after being exposed to a traumatic event. It's proven in studies that when people are able to get through the initial shock of the incident, there is a less chance of them needing continued care. By doing this, we can relieve the stress we have on our mental health organizations in our communities.

What is the community need that the program/project will address? How was the need determined? How will the program/project address this need?

Over the past few years on doing this here in Fort McMurray, I've discovered many people, small organizations and small companies who don't have an EAP provider do not have access to this kind of service. An example; the emotional care given by Victim Services is enough but many times it is not. We don't do psychotherapy but most times, what we do is enough for the person to get through a difficult time. Our added benefit is that we can help people to get a higher level of care. It's proven that people who get immediate help after an event are less likely to need more help down the road. This essentially helps alleviates the demand on other counseling services in the community.

Years ago, the need was determined for this service when research was done on it by PSN. This programs not only addresses this now through CISM for Communities but we've expanded to all the rural communities and helping each of them create their own Crisis team and also do Trauma work in the schools. We are now working with Safe Communities and HIV North on a full day class session called Circled in Safety. This will be held twice a year.

What evidence would support this approach (research, best practices, etc.)?

Research on the effectiveness of applied critical incident debriefing techniques in the workplace has demonstrated that individuals who are provided CISD within a 24-72 hour period after the initial critical incident experience less short-term and long-term crisis reactions or psychological trauma (Mitchell, 1988; Young, 1994). Subsequently, emergency service workers, rescue workers, police and fire personnel as well as the trauma survivors themselves who do not receive CISD, are at greater risk of developing many of the clinical symptoms the author has briefly outlined in this article (Davis, 1992; Mitchell, 1988). From the author's perspective, when applying debriefing techniques, an appropriate and effective standardized protocol must be followed when assisting responders and employee crisis survivors of any critical incident (more on that matter later or in future commentary). As for local evidence, the more work CISM for Communities does in the rural communities, the more they come back to us to do more. They love the idea of having community members trained and the programs we are offering. (this is evident on how busy we've become)

2. Partnerships & Support

What other community groups are you working with and in what capacity?

CISM for Communities works with a number of organizations who are on the CISM volunteer team. They include Waypoints, SOS, CMHA, HIV North, Suncor, ESS, FM Search and Rescue and numerous councilors and Social Workers. We are also working on a school project with the Athabasca Tribal Council and have partnered up with Fort McMurray Child and Advocacy Group. We will be expanding this program in March to include HIV North and Safe Communities. This will include 1 full days of classroom time, twice a year. This involves 1/3 of day talking about drinking and driving ATV's, texting and driving: HIV will be talking about safe sex and giving Naloxin training and CISM for Communities will be talking about trauma, emotional and resiliency skills. We are also working with Nunee Health in Fort Chipewyan, Bryan Fryant from the Metis Local, Anzac Family Child Services, the Conklin Resource Development Advisory Committee, Jules Nokohoo in Janvier, Edison Lee Johnson in Fort McKay and the Northlands School district.

3. Previous Funding

List all previous grants received during the past three years from the Community Development Grant, another grant program through the Municipality, or another group in the space provided below:

Source	Amount	Type (i.e. donations, grants)	Year
RMWB	\$ 6,445.00	2016 Joint Initiatives Grant	2016
Suncor	\$ 37,000.00	Donation	2017
Shell	\$ 37,000.00	Grant	2017
Enbridge	\$ 2,500.00	Donation	2017
Suncor	\$ 25,000.00	Donation	2018

4. Project / Program Budget

Please be advised that although your organization's fiscal year may not run January - December, that is the funding period of the Community Development Grant. The following content must only relate to the period of January 1 - December 31, 2018.

Please list all sources of funding separately and name the source of all grants and other income. Do not include this grant application as a source of revenue.

Projected Income	Revenue January - December 2018
Project/Program Income (Fees, rental, admissions, etc.)	20,000.00
Provincial Assistance	
Federal Assistance	
Casinos/Bingos	
Donations	25,000.00
Grant from: ATC	12,000.00
Grant from:	
Grant from:	
Other: Fundraiser	4,500.00
Other:	
Other:	
Total (A)	\$ 61,500.00

Please enter the entire program expense for each line item in Column B (Total Program Expenses).

Please enter the requested grant portion of the expense in Column C (Requested RMWB Grant).

The following content must only relate to the period of January 1 - December 31, 2018.

Projected Expenses Type of Expense	B Total Program Expenses Jan - Dec '18	C Requested RMWB Grant Jan - Dec '18
Salary FOIP s.17(1)	80,000.00	50,000.00
Salary for FOIP s.17(1)	40,000.00	25,000.00
Travel and Expenses to Rural Communities	15,000.00	10,000.00
CISM Course costs x 5	8,000.00	4,000.00
CISM Course venue x 5	5,000.00	3,000.00
Material reproduction for Rural Communities	3,000.00	2,500.00
Critical Incident Dispatcher/Advisor - part-time - rural	20,000.00	5,000.00
Meals for training/prizes for kids	6,000.00	3,000.00
Honorarium for Elders in each rural community.	2,500.00	1,500.00
ASIST training in Rural Communities	2,500.00	500.00
Total (D)	\$ 182,000.00	
Shortfall (including Grant Request) (A-D)	(\$ 120,500.00)	
TOTAL GRANT REQUEST *		\$ 104,500.00

**Total Grant Request cannot be higher than projected Deficit*

5. Outcomes

How will you evaluate the success of your Program/Project?

- tracking number of people trained
 - Per community including Fort McMurray
 - Per team in each Rural Community - Fort McKay, Fort Chip, Anzac, Conklin and Janvier
 - Type of training; Individual, Group, Indigenous Healing and ASIST
- number of interventions in 2018 in each community including:
 - Individual Crisis Interventions
 - Group Crisis Interventions
- Track the number of Education and Awareness Sessions completed in each community:
 - How many people per workshop
 - How many people needed referrals to a higher level of care
- Track the number of Compassionate Fatigue workshops in each community
 - How many people per workshop
 - How many people needed referrals to a higher level of care

Do data collection for each class, session for feedback. (we have always done this and adjust the sessions to the needs of the group we are presenting to)

6. Additional Information

Provide any additional information that may assist in developing a better understanding of your organization or its services/programs during the grant review:

CISM for Communities has filled a gap in the community for people who are struggling and don't know where to turn and have found it's definitely the bridge to a higher level of care if and when needed. Since the fires in May 2016, we have been swamped with requests for both, training, interventions and Education and Awareness sessions. People are still struggling and we adapt our presentations and workshops to the need at that moment. 90% of the people we've helped over the past 1.5 years have all agreed that the help and tools we gave them helped them get through a difficult time. The expansion to the Rural Communities was already in the 5 year business plan but since the fires, the need is more evident than before and needed asap.

7. Required Attachments for Application

The following attachment **MUST** accompany your application. **Failure to submit the following will result in your application being deemed incomplete.**

- ☒ Financial Statements of most recent fiscal year