

Airdrie FCSS Budget Definitions

Below is a list of definitions for some budget terms commonly used by Airdrie FCSS.

Airdrie FCSS is aware that revenue information provided by agencies are only projections and subject to change. Only provide financial information related to the program for which you are seeking Airdrie FCSS funding.

Revenue Section:

Funding Source	Definition
Other FCSS	Provide funding from other FCSS funders aside from Airdrie FCSS, if applicable.
Provincial Grant	Provide funding from provincial funding bodies (e.g. provincial grants), if applicable.
Federal Grant	Provide funding from federal funding bodies (e.g. Employment and Social Development), if applicable.
Corporate Donations	Provide funding from businesses, if applicable.
Individual Donations	Provide funding from individual donors, if applicable.
Membership Fees	Provide revenues from membership fees, if applicable.
Fundraising	Provide revenues from fundraising activities, if applicable.
Foundations/Charity Trusts	Provide revenues from foundations (e.g. Calgary Foundation, Airdrie & District Community Foundation) or Charity Trusts (e.g. United Way), if applicable.
Sale of Goods and Services	Provide revenues from sale of goods and services (e.g. sale of food, counselling services), if applicable.
Other Revenues	Other Revenues (e.g. sale of capital assets: building, vehicles, office equipment, etc.).

Expenditure Section:

Expenditure Source	Definition
Staffing Costs	Staffing costs required to run your program (only list FCSS-eligible staff). You will be asked to enter the title(s) of the staffing positions requested and the funding breakdown of each position.
General Travel	Mileage and travel accommodation for program-related activities.
Training & Travel	Mileage and travel accommodation for program-related training or conferences.
Professional Memberships	Memberships to professional associations.
Administration, Accounting & Legal	Eligible administrative supports required to run your program. Specify percentage allocated to program. Airdrie FCSS will only fund up to 13% administration related to your program costs.
Goods and Supplies	Office supplies. Airdrie FCSS will only fund up to 13% administration related to eligible program costs.
Rent	Portion of rent for eligible programming space only.
Insurance	Portion of insurance coverage for eligible programs.
Repair & Maintenance	Repair and maintenance of capital assets (building, vehicles, etc.) NOT eligible for FCSS funding.
Advertising/Printing	Program advertising and printing costs.
Technology	Computers, cell phones, IT infrastructure. NOT eligible for FCSS funding unless a case can be made that technology is a necessary part of the prevention work.
Program Supplies	Materials required to run eligible programs (e.g. craft paper, toys).
Volunteer Development	Expenses related to creating volunteer recruitment and training.
Volunteer Recognition	Expenses related to volunteer recognition.
Community Development	Expenses related to community development (e.g. coordinating councils, open houses, booth set-up etc.).
Program Evaluation	Expenses related to the tracking of data and evaluation of your program.
Other Expenses	Other Revenues (list any that do not fit in the above categories).