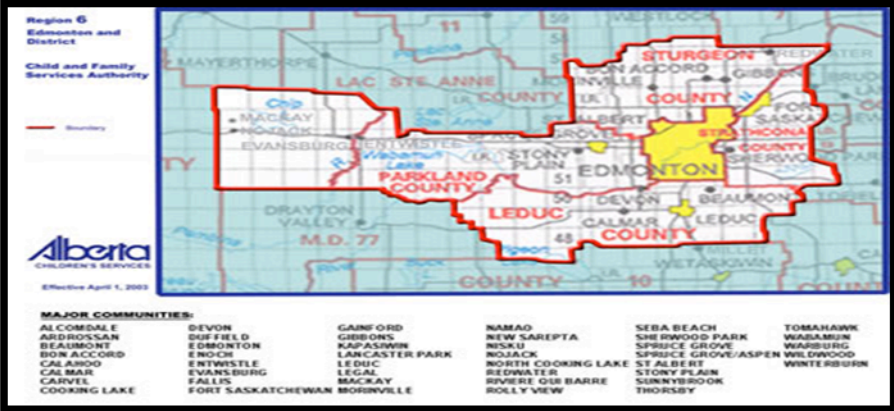




May 30, 2010

SECTION A: NETWORK OVERVIEW

1. Network Description

<p>Name of Network:</p>	<p>Edmonton and area Fetal Alcohol Network</p>																																																
<p>Network Catchment Area:</p>	<p>EFAN's catchment area is Edmonton and Area Child and Family Services (CFSA) Region 6. This area includes the City of Edmonton and more than 40 other municipalities located within the borders of the counties Leduc, Strathcona, Parkland and Sturgeon, as well as the east end of Yellowhead County. The Enoch, Alexander and Paul First Nations are also within Region 6.</p>  <p>MAJOR COMMUNITIES:</p> <table border="0"> <tr> <td>ALCOMDALE</td> <td>DEVON</td> <td>GAINFORD</td> <td>NAMAD</td> <td>SEBA BEACH</td> <td>TOMAHAWK</td> </tr> <tr> <td>ABERDEEN</td> <td>SURFIELD</td> <td>GIBBONS</td> <td>NEW SAREPTA</td> <td>SHEPHERD PARK</td> <td>WASLUKIN</td> </tr> <tr> <td>BEAUMONT</td> <td>EDMONTON</td> <td>KAPASWIK</td> <td>NSUKU</td> <td>SPRICE GROVE</td> <td>WARBURG</td> </tr> <tr> <td>BON ACCORD</td> <td>ENOCH</td> <td>LANCASTER PARK</td> <td>NOJACK</td> <td>SPRICE GROVE/ASPEN</td> <td>WILLOWOOD</td> </tr> <tr> <td>CALANEO</td> <td>ENTWISTLE</td> <td>LEUC</td> <td>NORTH COOKING LAKE</td> <td>ST ALBERT</td> <td>WHITE BRUSH</td> </tr> <tr> <td>CALMAR</td> <td>EVANSBURG</td> <td>LEGAL</td> <td>REDWATER</td> <td>STONY PLAIN</td> <td></td> </tr> <tr> <td>CARVEL</td> <td>FALLES</td> <td>MACLAY</td> <td>REVERE OUR BARRE</td> <td>SUNNYSIDE</td> <td></td> </tr> <tr> <td>COOKING LAKE</td> <td>FORT SASKATCHEWAN</td> <td>MORRISVILLE</td> <td>ROLLY VIEW</td> <td>THORSBY</td> <td></td> </tr> </table>	ALCOMDALE	DEVON	GAINFORD	NAMAD	SEBA BEACH	TOMAHAWK	ABERDEEN	SURFIELD	GIBBONS	NEW SAREPTA	SHEPHERD PARK	WASLUKIN	BEAUMONT	EDMONTON	KAPASWIK	NSUKU	SPRICE GROVE	WARBURG	BON ACCORD	ENOCH	LANCASTER PARK	NOJACK	SPRICE GROVE/ASPEN	WILLOWOOD	CALANEO	ENTWISTLE	LEUC	NORTH COOKING LAKE	ST ALBERT	WHITE BRUSH	CALMAR	EVANSBURG	LEGAL	REDWATER	STONY PLAIN		CARVEL	FALLES	MACLAY	REVERE OUR BARRE	SUNNYSIDE		COOKING LAKE	FORT SASKATCHEWAN	MORRISVILLE	ROLLY VIEW	THORSBY	
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<p>Network Banker Contact Information:</p>	<p>Bissell Centre Earl Predy – Finance Director 10527- 96 Street Edmonton, Alberta T5H 2H6 (780) 423-2285 ext 144 epredy@bissellcentre.org</p>																																																
<p>Network Leadership Body Contact Information:</p>	<p>Dorothy Henneveld – EFAN Co-Chair (780) 477-1999 Dorothy.Henneveld@catholicsocialservices.ab.ca Magdalena Saric – EFAN Co-Chair (780) 445-4900 msaric@boscohomes.ca Lisa Rogozinsky – EFAN Coordinator (780) 940-7108 Lisa.Rogozinsky@catholicsocialservices.ab.ca</p>																																																

2. Period Overview

Throughout this reporting period, the Edmonton and area Fetal Alcohol Network has continued to improve the quality and coordination of supports and services available to individuals and families impacted by Fetal Alcohol Spectrum Disorder. Utilizing a collaborative, culturally sensitive, need based approach, the Network has been able to sustain and increase the quality of support services previously available such as First Steps Program (CSS), Girls Empowered and Strong (Elizabeth Fry Society), McDaniel Youth Program (CSS), Corrections to Community (Bissell Centre), Respite Program (Kids Kottage), Open Arms (Bosco Homes), and the Métis Nations of Alberta.

In supporting the development of a full range of services available across the lifespan and responding to our unique local needs, the Network has facilitated the development of new services and increased the capacity of existing services, such as the Family Renos Program with CASA, enhanced rural support for women with FASD through the Bridges Program with Leduc-County and additional FASD assessments through the Glenrose FASD Clinic. The Network has worked diligently in expanding and improving services and supports across the lifespan that are aligned with the Government of Alberta's strategic directions, FASD system outcomes, and long-term Network Program goals.

The Network has continued to enhance its internal control system through defining and documenting additional policies and procedures. More specifically, these standards adhere to all core elements of the Network Program as outlined in the FASD Service Network Program Guidelines of September 2009. Organizational need and risk management have been prioritized through the development of tangible and precise policies, which will guide decisions and actions of the Network. Aptitude of the Network to meet and address all Service Network Program Guidelines and reporting requirements has been increased through the formal addition of a Network Coordinator whose primary responsibility is to implement the Networks operational priorities.

Reflecting on the past 15 months, participants and members of the Network concluded that the yearly highlights encompass:

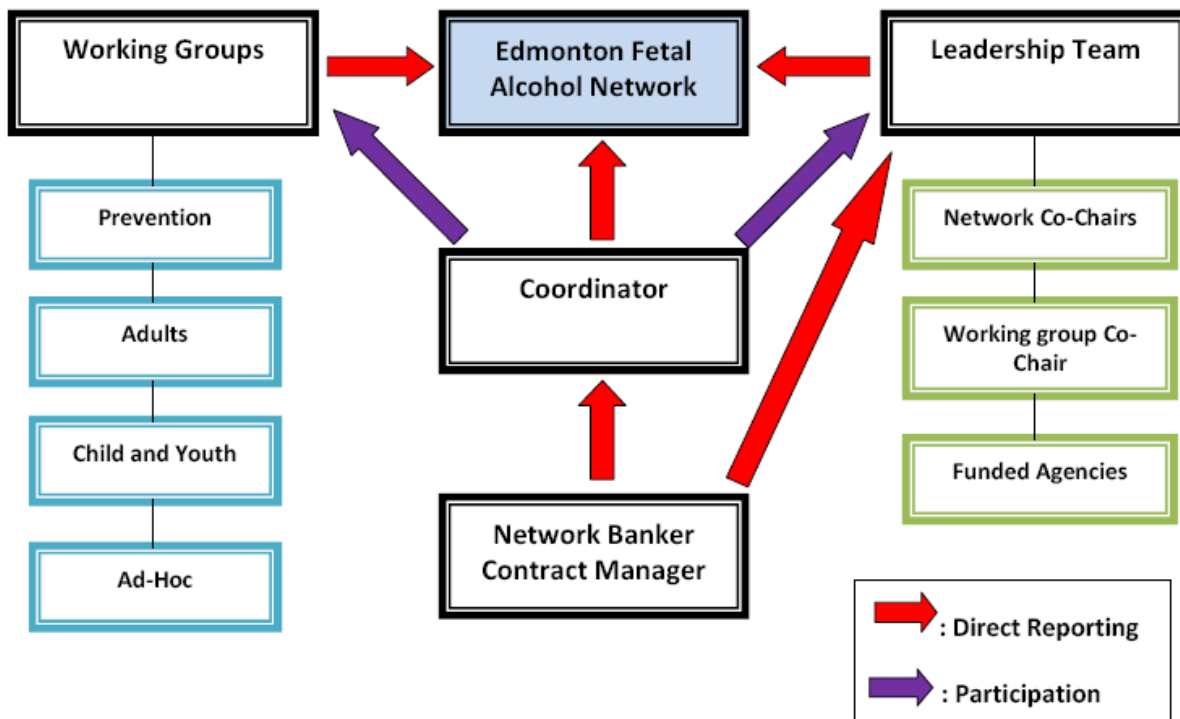
- The sustainability of programs and projects and the development of new programs.
- Increased participation from the community and consistency and commitment of the Network membership.
- Continued and enhanced collaborations between agency programs.
- Increased FASD knowledge and ability to become leaders in the field.

SECTION B: NETWORK INFRASTRUCTURE

3. Network Governance

The Edmonton and area Fetal Alcohol Network's governance model has evolved considerably over the reporting period in order to better reflect the Network's beliefs, values and philosophy. The policy revisions have been directed to governing principles that mandate action, have Network wide application, set the course for the foreseeable future and helps to ensure compliance with the FASD Service Network Program Guidelines.

The revised Network Governance Model is illustrated below:



Under the collaborative of the Network Membership two structural supports have been more clearly defined in order to better balance the grassroots priorities and actions of the Network and the FASD Service Network Program requirements. These are the Working Groups and Leadership Team.

The Leadership Team is defined as the governing body that represents and directs the Edmonton and area Fetal Alcohol Network activities as they relate to the Alberta FASD Service Network Program and directly supports the Network's Dispute Resolution Process. Each Working Group has Terms of Reference, Mission, Goals, and Strategic Action Plans that are in alignment with the larger Network in order to build capacity within our community to address FASD and its related issues.

The Network structure and organization, accountability relationship between the governing bodies of the Working Groups, Network Membership and Leadership Team and patterns of

communications have been outlined fully in the amended Policies and Procedures of the Network (January 2010).

4. Network Management and Organization

The roles and responsibilities of management positions have been formally defined during this reporting period in order to better provide a clear understanding of the responsibility necessary for the successful accomplishment of the Network activities and to eliminate circumstances that could lead to a conflict of interest for Network Members and Program Funded Agencies. The governance output perspective and team based approach that the Network functions upon required the clear defining of roles and responsibilities in order to ensure that work occurs in an effective efficient manner . Based on the yearly strategic planning session which occurred January 12, 2010 adjustments have been instituted and quality improvement processes will continue in the future.

To reflect the adjustments made to the Network Governance Model, roles and responsibilities have been formally defined within the Network Policies and Procedures 2010 for:

- Network
- Network Co-chairs
- Working Group Co-chairs
- Leadership Team
- Network Banker
- Contract Manager
- Network Coordinator

Internal accountability mechanisms have been generated by the Network that will assist in guiding the relationship between Network stakeholders and providing seamless service delivery. A Network Contract Management appointment and process has been created to ensure compliance with the conditions of Network Agreements for service providers and to make certain that the implementation and execution of service delivery meets the requirements of the Network and FASD Service Network Program.

(Please see attached Policies and Procedures 2010 for full details).

5. Network Membership

As per the Network Membership Policy, open invitations have been extended to any persons who have an interest in participating on the Network. Prospective membership has continued to be identified as a monthly standing agenda item, through each Working Group and during the annual strategic planning day (January 2010). Network invitation packages were mailed to 28 identified rural and Aboriginal service agencies, including services in Stony Plain, Fort Saskatchewan, Sherwood Park, Morinville, Gibbons, Bon Accord, Spruce Grove and St. Albert.

During the past year the Network has worked extensively on developing tools to assist with the marketing and messaging of the Network services and engagement of new partners. These include a social media marketing strategy, Facebook page and blog:

<http://edmontonfetalalcoholnetwork.wordpress.com> (which has received over 1600 unique visits since its creation in Oct 2009), internet marketing presence (website:

www.region6fasd.ca) and marketing materials such as Network logo, Network brochures, postcards, and a portable display board.

As per the Networks Terms of Reference, nominations were received in December 2009 for the upcoming vacant Network Co-chair position. Magdalena Saric was elected into the two year term January 2010.

Agency membership during this reporting period has remained constant with 38 active agencies/programs but there has been a substantial increase in agency commitment with up to 67 different frontline staff attending Network meetings.

6. Network Development Strategy

Completion Date	Network Activities
January 2010	<p>Strategic Planning Session:</p> <ul style="list-style-type: none"> - Identified potential Network partners and distributed invitation packages. - Reviewed and reflected on: <ul style="list-style-type: none"> • Past year accomplishments. • Changes made to Network operations. • Highlights experienced in the year. • Difficulties experienced in the year. • What the Network is most proud of. • One thing the Network wished it could have accomplished. • Next steps to move ahead in the future. - Reviewed Policies and Procedures, Terms of Reference and other governance documents. Adjusted as needed. - Identified Network priorities and developed a Network Strategy Plan. - Determined 2010 – 2011 Service Network Program funding priorities. - Revised and developed: Request for Proposal Process, RFP Review Process, Service Level Agreements, Banker Agreement, Contract Manager Agreement, Training/Development Request Form and Service Quality/Compliance Review. - Developed formal roles and responsibilities for the Network, Network Co-chairs, Working Group Co-chairs, Leadership Team, Banker, Contract Manager and Network Coordinator.
January 2010	<p>Working Group Strategic Planning Session:</p> <ul style="list-style-type: none"> - Identified potential Working Group partners and distributed invitation packages. - Determined Working Group mission and goals. - Identified Working Group priorities and developed a Working Group Strategy Plan.
January 2009 February March April May June July August September October November December	<p>Monthly Network Meetings:</p> <ul style="list-style-type: none"> - Call to order, Roll call - Approval of last meeting minutes - FASD-CMC Update - Leadership Team Update - Financial Update - Membership Review - Agency/External Committee Updates - Working Group Break Out Session - Working Group Updates

<p>January 2010 February March</p>	
<p>January 2009 February March April May June July August September October November December January 2010 February March</p>	<p>Monthly Leadership Team Meetings:</p> <ul style="list-style-type: none"> - Call to order, Roll call - Approval of last meeting minutes - FASD-CMC Update - Network Operation Review - Reporting Review - Financial Update - Funded Services Update
<p>June 2009 February 2010</p>	<p>SWOT Analysis:</p> <ul style="list-style-type: none"> - The Network completed an analysis of its strengths, weaknesses, opportunities and threats midyear and amended as needed at the end of the funding cycle.
<p>June 2009 February 2010</p>	<p>Needs Assessment:</p> <ul style="list-style-type: none"> - The Network completed its needs assessment on services currently being offered/accessed and gaps that exist within its defined catchment area. - The Network amended its needs assessment at the end of the funding cycle.
<p>February 2010 March 2010</p>	<p>Request For Proposal:</p> <ul style="list-style-type: none"> - The Network developed an RFP process for the allocation of funds for the 2010-2011 funding cycle. - The Network determined funding priorities based on the Strategic Planning Session and Needs Assessment. - RFP review and Evaluation Worksheet completed for submitted RFPs.

7. Network Infrastructure: Learning and Adjustment

In order to ensure that the Network meets and exceeds the Service Network Program guiding principles (September 2009) and is managed in a fiscally responsible transparent manner, amendments have been made to the infrastructure of the Network through the Policies and Procedures. These changes include the development and amendment of:

- Network Roles and Responsibilities
- Network Co-Chair and Working Group Co-Chair Roles and Responsibilities
- Leadership Team Roles and Responsibilities
- Network Banker Roles and Responsibilities
- Contract Manager Roles and Responsibilities
- Network Coordinator Roles and Responsibilities
- Dispute Resolution Process
- Annual Strategic Planning Process
- Network Training and Development Policy
- Letter of Support Policy
- Request for Proposal Application, RFP Evaluation Process and Evaluation Worksheet
- Service Level Agreement
- Banker Agreement
- Contract Manager Agreement
- Service Quality and Compliance Review

Roles and responsibilities of the Networks governing bodies have been more clearly defined in order to reduce conflict of interest for the individuals/programs that are involved and more formally recognize the limitations that exist and the FASD –CMC expectations. Specifically these changes ensure that:

- Operational staff (Network Coordinator), who is employed by and accountable to a Network Member (who receives funds from the FASD Service Network Program), will not participate in the oversight of written agreements nor participate in funding decisions related to the FASD Service Network Program.
- Funded service providers or those being considered for funding cannot participate directly in Network funding decisions nor participate in the oversight of the written agreements.

SECTION C: NETWORK OPERATIONS

8. Local Environment

There have been no changes to the local environment during this reporting period.

9. Current Services and Service Gaps

Identified Gaps	Progress Made Towards Filling Service Gaps
Targeted & Indicated Prevention	
<p>6 – 18 Years:</p> <ul style="list-style-type: none"> Lack of prevention services targeted at young women (14 – 18 years) at risk of becoming pregnant. <p>18 + Years:</p> <ul style="list-style-type: none"> Shortage of targeted and indicated prevention services. <p>General Gaps:</p> <ul style="list-style-type: none"> Shortage of targeted and indicated prevention services within the rural communities. Shortage of Aboriginal specific targeted and indicated prevention services. 	<p>6 – 18 Years: N/A to date.</p> <p>18 + Years and General Gaps:</p> <ul style="list-style-type: none"> First Steps, P-Cap model program at Catholic Social Services were in receipt of funds during this reporting period and continued to provide targeted and indicated prevention supports to women. The Network has prioritized P-CAP model supports, rural supports and Aboriginal specific programming in the RFP process for April 1, 2010 to March 31, 2011 funding cycle.

Identified Gaps	Progress Made Towards Filling Service Gaps
Assessment & Diagnosis	
<p>0 – 6 Years: N/A</p> <p>6 – 18 Years:</p> <ul style="list-style-type: none"> Assessment and diagnosis services are located mostly in Edmonton. Inadequate services for smaller municipalities and rural areas. Current services cannot accommodate the need. <p>18 + Years:</p> <ul style="list-style-type: none"> Shortage of assessment and diagnosis services for adults. All available services for adults are fee-based. 	<p>0 – 6 Years: N/A</p> <p>6 – 18 Years:</p> <ul style="list-style-type: none"> The Glenrose FASD Clinic was in receipt of funds during this reporting period which has increased its capacity to provide additional assessments. <p>18 + Years:</p> <ul style="list-style-type: none"> The Glenrose Rehabilitation Hospital has hired for the position of Adults FASD Coordinator and is currently looking to fill other team member positions.

Identified Gaps	Progress Made Towards Filling Service Gaps
<p align="center">Supports For Individuals and Caregivers</p>	
<p>0 – 18 Years:</p> <ul style="list-style-type: none"> • Lack of educational transition planning supports for children entering elementary/junior high/high school. • Lack of educational institutions that meet the curriculum need of students with FASD. • Shortage of culturally sensitive, rural FASD supports. • Existing programs are overtaxed and cannot meet the demand. • Lack of services for youth transitioning into adulthood. <p>18 + Years:</p> <ul style="list-style-type: none"> • Shortage of support services for males with FASD. • Lack of services for adults with FASD involved in the criminal justice system. • Lack of respite services for families. • Lack of services for families to address the various needs of children with FASD. • Shortage of culturally sensitive, rural FASD supports. • Lack of supportive independent living homes for adults with FASD. 	<p>0 – 18 Years:</p> <ul style="list-style-type: none"> • Elizabeth Fry Society continues to provide a support group for girls with FASD. • The McDaniel Youth Program at CSS continues to support youth 14 – 19 transitioning into adulthood. • Métis Nation of Alberta continues for support Métis youth with FASD and their families. • These programs address the need for youth services, services for those transitioning into adulthood and culturally sensitive supports. <p>18 + Years:</p> <ul style="list-style-type: none"> • Leduc – County through the Bridges Program was in receipt of funds this reporting period and provides rural support to women with FASD. • The Corrections to Community Worker through the Bissell Centre continues to provide supports to Aboriginal women who are incarcerated and transitioning back into the community. • The Hope Foundation was in receipt of funds and operated a support group for women with FASD who are parenting. • The Open Arms Program through Bosco Homes continued to provide support to women with FASD who are parenting children ages 6 – 18. New program staffs have been added to the Man’s Journey division who provide support to men who are incarcerated and are transitioning into the community (other funding source). • Kids Kottage continued to provide respite services for families whose children are impacted by FASD and with additional funding enhanced its program with a support piece for parents. • CASA through the Family Renos Program provided additional sensory and behavioral support to families impacted by FASD.

10. Service Delivery Model

Program Goals from the FASD Strategic Framework	Summary of Network progress in addressing program goals.
<ul style="list-style-type: none"> • Increase targeted prevention through mentorship and outreach to families most at risk of having children affected by FASD. 	<ul style="list-style-type: none"> - The First Steps Program continued to support women at risk for having children with FASD through the P-Cap model program. - The Network has developed an RFP process, prioritizing P-CAP model supports serving the rural and Aboriginal communities for the 2010-2011 funding cycle.
<ul style="list-style-type: none"> • Increase availability of assessment and diagnosis that meet provincial guidelines. 	<ul style="list-style-type: none"> - The Glenrose FASD Clinic has had increased capacity during this reporting period to provide additional FASD assessment for children. - The Glenrose Rehabilitation Hospital has hired the Adult Assessment Coordinator and is currently posting for other assessment team members.
<ul style="list-style-type: none"> • Provide a full range of service. 	<ul style="list-style-type: none"> - Network strategic planning and needs assessment was completed. - Network funding priority areas for 2010-2011 were determined. - 'Request for Proposals' process, evaluation and priorities were developed and distributed for the 2010-2011 funding cycle. - Potential Network partners continue to be identified and engaged. - Targeted and indicated prevention services continue to be funded through CSS. - Glenrose FASD clinical services for children have been enhanced. - Transitional corrections support worker for Aboriginal women continues to be funded. - Respite program and parent support enhancement through Kids Kottage continues to be funded. - Supports for youth ages 14 – 19 continues to be funded and fully staffed. - Elizabeth Fry support group for girls ages 13 – 18 continues to be funded and is operational. - Rural support for women with FASD has been funded with Leduc-County and is operational. - Culturally sensitive supports continue to be provided to youth and their families through

Program Goals from the FASD Strategic Framework	Summary of Network progress in addressing program goals.
	<p>Métis Nation outreach/mentor position.</p> <ul style="list-style-type: none"> - Culturally sensitive supports continue to be funded for women with FASD who are parenting through the Open Arms Program at Bosco Homes. - Enhanced sensory/behavioral consultations to families have been provided through the Family Renos Program at CASA. - Through the Hope Foundation, additional program and client support has been provided through the support group for parents affected by FASD. - Network Coordinator has been filled and is currently coordinating the activities of the Network as well as providing a centralized referral service to the catchment area.
<ul style="list-style-type: none"> • Promote coordinated access to support services. 	<ul style="list-style-type: none"> - Potential membership continues to be identified at Network meetings and invitation letters sent (with a focus on Aboriginal and rural service providers). - Currently there are 38 member agencies with 67 individual participants. - FASD EFAN Resource Guide has been developed. - Network Coordinator currently operates the centralized referral service within the catchment area.
<ul style="list-style-type: none"> • Increase the quality and effectiveness of programs and services available to those affected and their caregivers. 	<ul style="list-style-type: none"> - Data collection and reporting requirements of the FASD-CMC have been met this funding cycle. - Leadership Team has continued to monitor services to ensure compliance with the Service Network Program Guidelines and fiscal responsibility. - Contract Manager Position has been developed and filled for the 2010-2011 funding cycle. - Service Quality and Compliance Review process has been developed.
<ul style="list-style-type: none"> • Support development of best practice and continuous improvement of services across the continuum by promoting, linking and applying research 	<ul style="list-style-type: none"> - Reporting requirements of the FASD-CMC completed this funding cycle. - The Network has developed a Training/Development Fund Request in order to support knowledge transfer to frontline staff and service providers.

Program Goals from the FASD Strategic Framework	Summary of Network progress in addressing program goals.
	<ul style="list-style-type: none"> - Network members are participating on the P-Cap Council and Supports For Individuals and Caregiver Council. - The Network is currently developing a Network evaluation process.
<ul style="list-style-type: none"> • Reduce the costs of services and supports to those already affected by FASD over their lifespan by reducing the effects of secondary disabilities (e.g. homelessness, unemployment, involvement in the criminal justice system, mental health problems and family and placement breakdown). 	<ul style="list-style-type: none"> - Previously funded programs that continue to meet gaps in supports and services have continued to be funded. - Monthly Leadership team meetings have ensured no duplication of services and fiscally responsible spending. - Needs assessment completed. - Monthly Leadership Team and Network meetings have continued to foster collaborative approaches to service provision.

Strategy Description	Support group for girls 13-17 affected by FASD (Elizabeth Fry Society).
Is this a new Program Strategy or an enhancement of an existing service?	Enhancement of existing service.
Specific Objectives of the Strategy	<ul style="list-style-type: none"> • Objective 1: Provide support and mentorship to girls 13-17 affected by FASD. • Objective 2: Reduce the effects of secondary disabilities. • Objective 3: To provide a full range of services. • Objective 4: To prevent involvement in crime and social misconduct.
Activities within Strategy	<ul style="list-style-type: none"> • Activity 1: Provide life-skills training. • Activity 2: Provide sexual education. • Activity 3: Provide self-esteem training. • Activity 4: Provide community connections.
Responsible Parties	Elizabeth Fry Society, EFAN
Program Goals Addressed:	<ul style="list-style-type: none"> • Provide a full range of services. • Reduce the costs of services and supports by reducing the effects of secondary disabilities.
Network Service Responsibilities Addressed:	<ul style="list-style-type: none"> • Utilize a collaborative and flexible approach. • Promote of a strength based approach. • Address needs across the lifespan. • Build on existing capacity to address identified needs.
Implementation Target Date	January 2009
Key Milestones Accomplished	<ul style="list-style-type: none"> • Retention of the Program Coordinator throughout the duration of the funding cycle. • Successful completion of scheduled support groups. • Increased capacity of girls affected by FASD to learn new skills and make healthy choices.
Performance Measures:	<ul style="list-style-type: none"> • Rating of 'Needs and Issues'. • Client satisfaction.
Baseline	10 session with 7 clients in each/year
Target	Girls 13-17 affected by FASD
Measured achieved	354 targeted participants have received services.
Description of successes:	<ul style="list-style-type: none"> • Participation in the support group program has promoted healthy decision making, healthy peer relationships and strong community connections for girls impacted by FASD.
Description of challenges and if/how resolved:	N/A

Strategy Description	Mentor support to teens with FASD aged 14-19 (McDaniel Youth Program).
Is this a new Program Strategy or an enhancement of an existing service?	Enhancement of existing service.
Specific Objectives of the Strategy	<ul style="list-style-type: none"> • Objective 1: Support and provide mentorship to youth transitioning into adulthood.
Activities within Strategy	<ul style="list-style-type: none"> • Activity 1: Develop personalized goals. • Activity 2: Provide access to groups, recreational activities and other life skills development. • Activity 3: Collaborate with other service providers (for example, addictions treatment).
Responsible Parties	Catholic Social Services, EFAN
Program Goals Addressed:	<ul style="list-style-type: none"> • Provide a full range of services. • Increase quality and effectiveness of programs and services. • Support the development of best practice by promoting, linking and applying research (the program has been involved in a research project since its inception). • Reduce the costs of services and supports to those already affected by FASD over their lifespan by reducing the effects of secondary disabilities.
Network Service Responsibilities Addressed:	<ul style="list-style-type: none"> • Utilize a collaborative, flexible, strength based approach. • Address needs across the lifespan. • Build on existing capacity to address identified needs.
Implementation Target Date	January 2009
Key Milestones Accomplished	The McDaniel Youth Program has been fully staffed and at client capacity for the funding cycle.
Performance Measures:	<ul style="list-style-type: none"> • Rating of 'Needs and Issues'. • Client satisfaction.
Baseline	5-8 clients/mentor
Target	Males/females 14-19 affected by FASD
Measure Achieved	All staffing positions are filled and to client capacity.
Description of successes:	<ul style="list-style-type: none"> • Hiring, training and retaining frontline staff. • Fostering collaborations with existing service providers thus creating seamless service delivery. • Supporting youth to successfully transition into adulthood.
Description of challenges and if/how resolved:	<ul style="list-style-type: none"> • Due to the nature of the program as 3 years and the overwhelming demand in the community for this service, wait lists are extremely long. Catholic Social Services is examining unique options for addressing this concern. • Staffs continue to face challenges in addressing the justice system and appropriate housing options.

Strategy Description	Support Aboriginal female offenders with FASD to transition successfully to the community (Bissell Centre).
Is this a new Program Strategy or an enhancement of an existing service?	Enhancement of existing service.
Specific Objectives of the Strategy	<ul style="list-style-type: none"> • Objective 1: Reduce rates of reoffending. • Objective 2: Increase productivity within the community.
Activities within Strategy	<ul style="list-style-type: none"> • Activity 1: Mind/Body/Spirit training. • Activity 2: Seek employment and stable housing. • Activity 3: Increase community connections and supports.
Responsible Parties	Bissell Centre, Fort Saskatchewan Corrections Centre, U of A Occupational Performance Analysis Unit, EFAN
Program Goals Addressed:	<ul style="list-style-type: none"> • Provide a full range of services. • Reduce the costs of services and supports to those impacted by FASD by reducing the effects of secondary disabilities.
Network Service Responsibilities Addressed:	<ul style="list-style-type: none"> • Develop a collaborative, flexible, strength based approach. • Build on existing capacity. • Respect for cultural diversity.
Implementation Target Date	January 2009
Key Milestones Accomplished	<ul style="list-style-type: none"> • Successful completion of the Mind/Body/Spirit sessions by clients. • Successful and safe transition of clients back into the community. • Development of strong community relations which assists in seamless service delivery and increased circle of support.
Performance Measures:	<ul style="list-style-type: none"> • Complete Mind/Body/Spirit training. • Reduce incident rate of reoffending compared with control group. • Rating of 'Needs and Issues'.
Baseline	12 clients
Target	Aboriginal women affected by FASD who are incarcerated at the Fort Saskatchewan Correctional Centre and are transitioning into the community
Measure Achieved	The Transition Support Worker position is currently filled and carries a full caseload.
Description of successes:	<ul style="list-style-type: none"> • A culturally sensitive program has been integrated into the client work and met with enthusiasm. • Major issues such as unemployment, homelessness and addictions issues have been addressed through the client work.
Description of challenges and/if how resolved:	N/A

Strategy Description	Support to mothers who have FASD and are parenting children ages 6-18 (Bosco Homes).
Is this a new Program Strategy or an enhancement of an existing service?	Enhancement of Existing Service
Specific Objectives of the Strategy	<ul style="list-style-type: none"> • Objective 1: Reduce the risk of breakdown within parent-child relationships. • Objective 2: Strengthen parenting and life skills needed in raising children.
Activities within Strategy	<ul style="list-style-type: none"> • Activity 1: Identify personal goals. • Activity 2: Learn basic life skills. • Activity 3: Address housing, safety, employment and healthcare issues.
Responsible Parties	Bosco Homes, EFAN
Program Goals Addressed:	<ul style="list-style-type: none"> • Provide a full range of services. • Increase quality and effectiveness of programs and services. • Reduce the costs of services and supports by reducing the effects of secondary disabilities.
Network Service Responsibilities Addressed:	<ul style="list-style-type: none"> • Develop a collaborative, flexible, strength based approach. • Respect cultural diversity. • Address the needs across the lifespan.
Implementation Target Date	January 2009
Key Milestones Accomplished	<ul style="list-style-type: none"> • Due to the overwhelming demand for this service and the development of long wait lists, Open Arms and the sister program Step By Step have collaborated to ensure that clients are served in a timely manner.
Performance Measures:	<ul style="list-style-type: none"> • Rating of 'Needs and Issues'. • Client satisfaction.
Baseline	15 clients.
Target	Women affected by FASD who are parenting children 6-18.
Measure Achieved	The baseline target has been achieved.
Description of successes:	<ul style="list-style-type: none"> • Mentors have maintained full caseloads for the duration of the funding cycle. • The services have successfully prevented the breakdown of parent/child relationships.
Description of challenges and if/how resolved:	<ul style="list-style-type: none"> • Open Arms and Step By Step have developed an interagency referral process in order to ensure that wait lists remain reasonable and women receive services in a timely manner.

Strategy Description	Fund existing FASD respite program (Kids Kottage).
Is this a new Program Strategy or an enhancement of an existing service?	Enhancement of Existing Service
Specific Objectives of the Strategy	<ul style="list-style-type: none"> • Objective 1: Provide support to families with children affected by FASD through site-based respite. • Objective 2: To increase the quality and effectiveness of programs and services available to those affect by FASD and their caregivers.
Activities within Strategy	<ul style="list-style-type: none"> • Activity 1: Provide a maximum of 16hours/week respite per child. • Activity 2: Provide educational and recreational activities in a structured environment.
Responsible Parties	Kids Kottage, Elves, EFAN
Program Goals Addressed:	<ul style="list-style-type: none"> • Provide a full range of services. • Increase quality and effectiveness of programs and services available to those affected by FASD and their caregivers. • Reduce the costs of services and supports by reducing the effects of secondary disabilities.
Network Service Responsibilities Addressed:	<ul style="list-style-type: none"> • Develop a collaborative approach. • Address needs across the lifespan. • Build on existing capacity to address identified needs.
Implementation Target Date	January 2009
Key Milestones Accomplished	<ul style="list-style-type: none"> • The Respite Program this funding cycle was able to offer a parent support group in conjunction with the children's activities. • Transportation to and from the program has been maintained despite the increasing costs.
Performance Measures:	<ul style="list-style-type: none"> • Pre and post measurement. • Parent interviews.
Baseline	40 participants
Target	Children affected by FASD, ages 3-8.
Measure Achieved	The Respite Program has been filled to capacity during this reporting period.
Description of successes:	<ul style="list-style-type: none"> • Family bonds and a sense of hope have been strengthened by parents and children who have utilized the program. • A parent support group has been added to the program during this reporting period (and was filled to capacity). • Increased staff retention.
Description of challenges and if/how resolved:	<ul style="list-style-type: none"> • Transportation costs continue to be high but the program has continued to offer this service to and from the program.

Strategy Description	Support services for Métis youth and adults with FASD and their families (Métis Nation of Alberta).
Is this a new Program Strategy or an enhancement of an existing service?	Enhancement of Existing Service
Specific Objectives of the Strategy	<ul style="list-style-type: none"> • Objective 1: Provide culturally sensitive supports. • Objective 2: Enhance quality of life and productivity. • Objective 3: To engage partners in a community development approach.
Activities within Strategy	<ul style="list-style-type: none"> • Activity 1: Identify personal goals. • Activity 2: Explore education and employment opportunities. • Activity 3: Address housing issues. • Activity 4: Connect with community supports.
Responsible Parties	Métis Nation of Alberta, EFAN
Program Goals Addressed;	<ul style="list-style-type: none"> • Provide a full range of services. • Reduce the costs of services and supports by reducing the effects of secondary disabilities.
Network Service Responsibilities Addressed:	<ul style="list-style-type: none"> • Develop a collaborative, flexible, strength based approach. • Address needs across the lifespan. • Respect cultural diversity.
Implementation Target Date	January 2009
Key Milestones Accomplished	<ul style="list-style-type: none"> • The provision of culturally based services to youth and their families impacted by FASD. • The fostering of relations between systems to better serve individuals and their families.
Performance Measures:	<ul style="list-style-type: none"> • Rating of 'Needs and Issues' • Client satisfaction
Baseline	20 families
Target	Métis youth and families impacted by FASD.
Measure Achieved	Target population and baseline numbers have been achieved.
Description of successes:	<ul style="list-style-type: none"> • Position evaluation and restructuring has occurred in the last year in order to ensure effective service provision. • Collaborations and relationships have been strengthened with other service providers and CFSAs. • Supporting children in care with mentoring supports.
Description of challenges and if/how resolved:	N/A

Strategy Description	Enhance existing targeted/indicated prevention services through the addition of 2 frontline mentors (First Steps-CSS).
Is this a new Program Strategy or an enhancement of an existing service?	Enhancement of Existing Service
Specific Objectives of the Strategy	<ul style="list-style-type: none"> • Objective 1: Reduce future births of children with FASD. • Objective 2: Build on family strengths.
Activities within Strategy	<ul style="list-style-type: none"> • Activity 1: Identify personal goals. • Activity 2: Address life-skills, parenting, housing, employment issues. • Activity 3: Provide tools/strategies to clients.
Responsible Parties	Catholic Social Services, EFAN
Program Goals Addressed:	<ul style="list-style-type: none"> • Increased targeted prevention through mentorship and outreach to families most at risk of having children affected by FASD. • Provide a full range of services. • Increase the quality and effectiveness of programs and services available.
Network Service Responsibilities Addressed:	<ul style="list-style-type: none"> • Develop collaborative, flexible, strength based approach. • Build on existing capacity.
Implementation Target Date	January 2009
Key Milestones Accomplished	<ul style="list-style-type: none"> • Relationship building and mentoring supports for clients has increased the overall health and wellness of the women.
Performance Measures:	<ul style="list-style-type: none"> • Rating of 'Needs and Issues' • Change in 'Stress Scale' • Client satisfaction
Baseline	First Steps Program: 10 clients/staff
Target	First Steps: Women who are pregnant or up to 6 months postpartum, who have used alcohol or drugs during this pregnancy.
Measure Achieved	Positions are staffed and mentoring full caseloads.
Description of successes:	<ul style="list-style-type: none"> • The program continues to address the increasing demand for prevention services within Edmonton. • Clients have continued to address issues such as basic needs, parental/personal needs, childcare issues and addictions issues.
Description of challenges and if/how resolved:	<ul style="list-style-type: none"> • Staffs continue to face the lack of appropriate addiction treatment services for women with FASD who may/may not be actively parenting. • Staffs have recognized a lack of life skill training opportunities for their client base and are collaborating with other programs to develop.

Strategy Description	Enhance the capacity of the Glenrose FASD Clinic Services to complete diagnosis/assessments on children suspected of having FASD (Glenrose FASD Clinical Services).
Is this a new Program Strategy or an enhancement of an existing service?	Enhancement of Existing Service
Specific Objectives of the Strategy	<ul style="list-style-type: none"> • Objective 1: Build on family strengths. • Objective 2: Increase quality and effectiveness of programs and services available.
Activities within Strategy	<ul style="list-style-type: none"> • Activity 1: Complete multi-disciplinary assessments. • Activity 2: Provide post assessment resources.
Responsible Parties	Glenrose Rehabilitation Hospital, EFAN
Program Goals Addressed:	<ul style="list-style-type: none"> • Increase availability of assessment and diagnosis services that meet provincial guidelines. • Provide a full range of services. • Support the development of best practice and continuous improvement of services.
Network Service Responsibilities Addressed:	<ul style="list-style-type: none"> • Develop a collaborative approach. • Build on existing capacity to address identified needs.
Implementation Target Date	January 2009
Key Milestones Accomplished	<ul style="list-style-type: none"> • All additional assessments have been completed.
Performance Measures:	<ul style="list-style-type: none"> • Completed assessment • Client satisfaction
Baseline	1 additional assessment per month
Target	Children aged 5 – 17 with suspected FASD
Measure Achieved	Additional assessments have been completed.
Description of successes:	<ul style="list-style-type: none"> • Additional assessments have been completed.
Description of challenges and if/how resolved:	N/A

Strategy Description	Enhance services for women with FASD living within Leduc-County (Bridges – Leduc County).
Is this a new Program Strategy or an enhancement of an existing service?	New Program Strategy
Specific Objectives of the Strategy	<ul style="list-style-type: none"> • Objective 1: To provide mentoring supports to women with FASD. • Objective 2: To provide supports to women with FASD living in rural communities.
Activities within Strategy	<ul style="list-style-type: none"> • Activity 1: Identify personal goals. • Activity 2: Explore education and employment opportunities. • Activity 3: Address housing issues. • Activity 4: Connect with community supports.
Responsible Parties	Leduc-County, EFAN
Program Goals Addressed:	<ul style="list-style-type: none"> • Provide a full range of services. • Reduce the costs of supports and services by reducing the effects of secondary disabilities.
Network Service Responsibilities Addressed:	<ul style="list-style-type: none"> • Develop a collaborative, flexible, strength based approach. • Address needs across the lifespan. • Build on existing capacity to address identified needs.
Implementation Target Date	April 2009
Key Milestones Accomplished	<ul style="list-style-type: none"> • Staff position has been filled and trained. • Staff caseload is filled.
Performance Measures:	<ul style="list-style-type: none"> • Rating of ‘Needs and Issues’ • Change in ‘Stress Scale’ • Client satisfaction
Baseline	10 clients/staff
Target	Women who are affected by FASD and living in Leduc-County.
Measure Achieved	Target population and baseline measures achieved.
Description of successes:	<ul style="list-style-type: none"> • Mentoring services for women with FASD exist in rural communities where previously there were none.
Description of challenges and if/how resolved:	<ul style="list-style-type: none"> • Originally it proved difficult locating women in rural communities impacted by FASD seeking services. This was mitigated through collaborating with other service providers and continuous relationship building.

Strategy Description	Enhance support to families whose children are affected by FASD and a mental health disorder (Family Renos Program – CASA).
Is this a new Program Strategy or an enhancement of an existing service?	New Program Strategy
Specific Objectives of the Strategy	<ul style="list-style-type: none"> • Objective 1: To improve parent-child relationships and family functioning. • Objective 2: To address sensory and behavioral concerns in the home.
Activities within Strategy	<ul style="list-style-type: none"> • Activity 1: Increase parent knowledge and ability to integrate sensory processing with behavior management strategies. • Activity 2: Facilitate the incorporation of sensory processing and behavior management strategies into daily routines. • Activity 3: Prepare sensory profiles for children diagnosed with FASD. • Activity 4: Provide in-home consultations.
Responsible Parties	CASA, Believabilities, EFAN
Program Goals Addressed:	<ul style="list-style-type: none"> • Provide a full range of services. • Reduce the costs of services and supports by reducing the effects of secondary disabilities.
Network Service Responsibilities Addressed:	<ul style="list-style-type: none"> • Develop a collaborative, strength based approach. • Address needs across the lifespan. • Build on existing capacity to address identified needs.
Implementation Target Date	January 2009
Key Milestones Accomplished	<ul style="list-style-type: none"> • The program was developed and serving the target population within the funding cycle.
Performance Measures:	<ul style="list-style-type: none"> • Client satisfaction reports • Standardized pre-post measures of child functioning, parent-child relationships and family functioning
Baseline	10 families/year
Target	Families with children affected by FASD and a mental health disorder.
Measure Achieved	Target and baseline measures have been achieved.
Description of successes:	<ul style="list-style-type: none"> • The staffing positions have been filled, program developed and measures achieved within the funding cycle.
Description of challenges and if/how resolved:	N/A

Strategy Description	To achieve all program goals from the FASD Strategic Framework through funding a Network Coordinator.
Is this a new Program Strategy or an enhancement of an existing service?	Enhancement of existing service (newly funded)
Specific Objectives of the Strategy	<ul style="list-style-type: none"> • Objective 1: To support the projects and services of the Network. • Objective 2: To meet reporting requirements and program goals of the FASD-CMC and FASD Strategic Framework.
Activities within Strategy	<ul style="list-style-type: none"> • Activity 1: Complete all reporting requirements. • Activity 2: Complete needs assessment and SWOT analysis. • Activity 3: Liaison with all relevant services, committees and the FASD-CMC.
Responsible Parties	EFAN
Program Goals Addressed:	<ul style="list-style-type: none"> • Promote coordinated access to support services. • Increase the quality and effectiveness of programs and services. • Support the development of best practices and continuous improvement of services.
Network Service Responsibilities Addressed:	<ul style="list-style-type: none"> • Develop a collaborative, flexible, strength based approach. • Align with provincial strategic directions. • Focus on accountability and transparency.
Implementation Target Date	January 2009
Key Milestones Accomplished	<ul style="list-style-type: none"> • All FASD-CMC reporting and document requirements have been met without having to cancel any substantial holidays. • The Network is operating successfully. • Services and supports are being offered to individuals and families impacted by FASD.
Performance Measures:	<ul style="list-style-type: none"> • Increased active membership with the Network • Reporting requirements and other document requirements of the CMC are met.
Baseline	N/A
Target	N/A
Measure Achieved:	Performance measures have been achieved.
Description of successes:	<ul style="list-style-type: none"> • Amended Policies and Procedures that better reflect the workings of the Network and eliminate apparent conflict of interest. • Future planning opportunities. • Christmas
Description of challenges and if/how resolved;	N/A

Strategy Description	To monitor program expenditures and ensure fiscal responsibility.
Is this a new Program Strategy or an enhancement of an existing service?	Enhancement of existing service
Specific Objectives of the Strategy	<ul style="list-style-type: none"> • Objective 1: To ensure all programs and services funded through the FASD Service Network Program are fiscally responsible. • Objective 2: To ensure no duplication of services.
Activities within Strategy	<ul style="list-style-type: none"> • Activity 1: Complete financial reporting requirements as required by the FASD-CMC and monitor the distribution of Network funds. • Activity 2: Monthly Leadership Team and Funded Agency meeting.
Responsible Parties	Bissell Centre (the banker), EFAN
Program Goals Addressed:	<ul style="list-style-type: none"> • Increase quality and effectiveness of programs and supports.
Network Service Responsibilities Addressed:	<ul style="list-style-type: none"> • Focus on accountability and transparency.
Implementation Target Date	January 2009
Key Milestones Accomplished	<ul style="list-style-type: none"> • Financial reporting requirements completed. • Banker Agreement has been developed which stipulates all financial responsibilities.
Performance Measures:	<ul style="list-style-type: none"> • Financial reporting completed
Baseline	N/A
Target	N/A
Measure Achieved	Reporting requirements met.
Description of successes:	N/A
Description of challenges and if/how resolved:	N/A

Strategy Description	Increase membership so to provide better representation and support to the Network and community.
Is this a new Program Strategy or an enhancement of an existing service?	Enhancement of Existing Service
Specific Objectives of the Strategy	<ul style="list-style-type: none"> • Objective 1: Increase membership from culturally diverse backgrounds and the general community in the Network. • Objective 2: Increase the capacity of the Network to complete the requirements of the FASD-CMC. • Objective 3: Promote coordinated access to support services.
Activities within Strategy	<ul style="list-style-type: none"> • Activity 1: Identify partnerships, develop community consultations. • Activity 2: Fan out invitation letters and follow-up membership inquiries.
Responsible Parties	Entire EFAN membership.
Program Goals Addressed:	<ul style="list-style-type: none"> • Provide a full range of services. • Promote coordinated access to support services.
Network Service Responsibilities Addressed:	<ul style="list-style-type: none"> • Develop a collaborative, flexible approach. • Address needs across the lifespan. • Focus on accountability and transparency. • Build on existing capacity to address identified needs. • Be respectful of a wide range of perspectives.
Implementation Target Date	January 2009
Key Milestones Accomplished	<ul style="list-style-type: none"> • Agency membership has been maintained with a substantial increase in frontline staff participation and individual membership.
Performance Measures:	Increased membership numbers.
Baseline	42 member agencies.
Target	Non-governmental organizations, non-profit, society status.
Measure Achieved	Performance measure achieved.
Description of successes:	<ul style="list-style-type: none"> • The Network has developed marketing materials which have increased the community's awareness of the supports and services within the catchment area. • The Network has developed a blog which has received over 1200 unique visits. • The Network has up to 67 individual frontline staff participating on EFAN.
Description of challenges and if/how resolved:	N/A

Strategy Description	<ul style="list-style-type: none"> • Complete SWOT and needs analysis.
Is this a new Program Strategy or an enhancement of an existing service?	Enhancement of Existing Service
Specific Objectives of the Strategy	<ul style="list-style-type: none"> • Objective 1: Determine capacity of EFAN. • Objective 2: Determine the existing services versus the needs within the region.
Activities within Strategy	<ul style="list-style-type: none"> • Activity 1: Complete SWOT. • Activity 2: Complete needs analysis.
Responsible Parties	EFAN
Program Goals Addressed:	<ul style="list-style-type: none"> • Establish networks that promote coordinated access to support services. • Establish networks that provide a full range of services. • Increase the quality and effectiveness of programs and services available to those affected and their caregivers.
Network Service Responsibilities Addressed:	<ul style="list-style-type: none"> • Align with provincial strategic direction. • Address needs across the lifespan. • Focus on accountability and transparency.
Implementation Target Date	January 2009
Key Milestones Accomplished	A SWOT analysis was completed during the summer and amended in February 2010. This has allowed the Network to recognize potential threats and address them on an ongoing basis, while continuing to build on the Network strengths and opportunities that have been provided. A Needs Analysis was completed during the summer and amended in February 2010 which directed the Strategic Planning Session and future funding directions.
Performance Measures:	Complete SWOT and Needs Analysis.
Baseline	SWOT analysis and Needs Analysis completed.
Target	Completion date: June 2009. February 2010
Measure Achieved	Performance measures completed.
Description of successes:	The completion of both documents has allowed the Network to recognize the need for additional staffing support, which has been addressed for April 1, 2010 with the development of a Contract Management position.
Description of challenges and if/how resolved:	N/A

Strategy Description	Determine funding priority areas for future funding opportunities.
Is this a new Program Strategy or an enhancement of an existing service?	Enhancement of Existing Service
Specific Objectives of the Strategy	<ul style="list-style-type: none"> • Objective 1: To ensure that network funding decisions are network/community driven versus agency driven. • Objective 2: To ensure accountability and transparency.
Activities within Strategy	<ul style="list-style-type: none"> • Activity 1: Strategic planning • Activity 2: Complete needs assessment • Activity 3: Develop 'Request for Proposals' process
Responsible Parties	EFAN, Leadership team, Network Coordinator
Program Goals Addressed:	<ul style="list-style-type: none"> • Increase quality and effectiveness of programs and services. • Support the development of best practices and continuous improvement of services.
Network Service Responsibilities Addresses:	<ul style="list-style-type: none"> • Align with provincial strategic directions. • Focus on accountability and transparency. • Build on existing capacity to address identified needs.
Implementation Target Date	January 2009
Key Milestones Accomplished	<ul style="list-style-type: none"> • Annual Strategic Planning completed January 2010. • Funding priorities determined. • Formal RFP application developed. • Formal RFP evaluation process and worksheet developed.
Performance Measures:	Completed network strategic plan, needs assessment and RFP process.
Baseline	Strategic plan from 2008
Target	NA
Measure achieved	Performance measures completed.
Description of successes:	<ul style="list-style-type: none"> • The Network has clearly defined its funding priorities for the upcoming funding cycle and has developed a clear and transparent process for making funding decisions as they relate to the FASD Service Network Program.
Description of challenges and if/how resolved:	N/A

Strategy Description	Complete reporting requirements as set out by the FASD-CMC.
Is this a new Program Strategy or an enhancement of an existing service?	Enhancement of Existing Service
Specific Objectives of the Strategy	<ul style="list-style-type: none"> • Objective 1: Meet reporting requirements of the FASD-CMC. • Objective 2: Monitor services funded through the FASD-CMC/EFAN.
Activities within Strategy	<ul style="list-style-type: none"> • Activity 1: Collect all reports (as required by the FASD CMC) from funded agencies. • Activity 2: Compile collected reports into CMC-FASD template. • Activity 3: Monitor services/spending of funded agencies.
Responsible Parties	<ul style="list-style-type: none"> • EFAN, Network Coordinator, the Banker
Program Goals Addressed:	<ul style="list-style-type: none"> • Increase quality and effectiveness of programs and services available. • Support the development of best practices and continuous improvement of services.
Network Service Responsibilities Addressed:	<ul style="list-style-type: none"> • Develop a collaborative, flexible approach. • Align with provincial strategic directions. • Focus on accountability and transparency.
Implementation Target Date	January 2009
Key Milestones Accomplished	<ul style="list-style-type: none"> • The Network has completed all reporting requirements of the FASD-CMC.
Performance Measures:	<ul style="list-style-type: none"> • Process developed for the collection of data. • Template developed for the reporting of data. • Process developed for the monitoring of information/data collection and services.
Baseline	2008 reporting requirements
Target	NA
Measure Achieved	Performance measures achieved.
Description of successes:	<ul style="list-style-type: none"> • The Network has developed a Contract Manager position and process which will be in effect for April 1, 2010. • The Network has revised the service providers 'Letter of Agreement', which stipulates all reporting requirements and due dates. • All funded agencies are committed to meeting with the Leadership Team monthly in order to address any concerns.
Description of challenges and if/how resolved:	N/A

Strategy Description	Enhance support to parents with FASD (Support Group – CSS)
Is this a new Program Strategy or an enhancement of an existing service?	New Program Strategy
Specific Objectives of the Strategy	<ul style="list-style-type: none"> • Objective 1: To facilitate education and peer support for parents with FASD. • Objective 2: To increase accessible community resources.
Activities within Strategy	<ul style="list-style-type: none"> • Activity 1: Facilitate relationship building. • Activity 2: Facilitate discussions around practical issues and concerns.
Responsible Parties	Hope Foundation, EFAN
Program Goals Addressed:	<ul style="list-style-type: none"> • Provide a full range of services. • Reduce the costs of supports and services by reducing the effects of secondary disabilities.
Network Service Responsibilities Addressed:	<ul style="list-style-type: none"> • Develop a collaborative, flexible, strength based approach. • Address needs across the lifespan. • Build on existing capacity to address identified needs.
Implementation Target Date	January 2010
Key Milestones Accomplished	<ul style="list-style-type: none"> • 6 clients attended the support group.
Performance Measures:	<ul style="list-style-type: none"> • Client satisfaction report
Baseline	6 sessions, 2 hours/each
Target	Parents with FASD
Measure Achieved	Target population and baseline measures achieved.
Description of successes:	<ul style="list-style-type: none"> • Clients completed the support group and reported satisfaction with the process.
Description of challenges and if/how resolved:	<ul style="list-style-type: none"> • N/A

11. Network Success Measurement

The Network has made substantial progress during the reporting period against success statements within the 2009- 2012 Business Plan. These include:

Increased active membership on the Network.

As per the Network Membership Policy, open invitations continue to be extended to any persons who have an interest in participating on the Network. Prospective membership has continued to be identified as a monthly standing agenda item, through each Working Group and during the annual strategic planning day (January 2010). Network invitation packages were mailed to 28 identified rural and Aboriginal service agencies, including services in Stony Plain, Fort Saskatchewan, Sherwood Park, Morinville, Gibbons, Bon Accord, Spruce Grove and St. Albert.

Agency membership during this reporting period has remained constant with 38 active agencies/programs but there has been a substantial increase in agency commitment with up to 67 different frontline staff attending Network meetings.

Provide a continuum of services.

The Network has continued to ensure that it utilizes a partnership oriented, strength based approach in providing culturally sensitive supports and services across the lifespan for individuals and families impacted by FASD.

During this reporting period the Network has enhanced and strengthened its foundation in order to ensure a continuum of seamless service provision. Service related gaps and subsequent funding priorities were identified through the completion of the Network Needs Assessment and Strategic Planning. The Request for Proposal process and evaluation prepared by the Network has highlighted potential partnerships and collaborations for future considerations.

With the distribution of year 2 funding the Network has maintained and enhanced effective programs offered in year 1. These include the P-CAP staff through CSS, girls support program through Elizabeth Fry Society, the McDaniel Youth Program, Corrections to Community transition staff through Bissell Centre, the Respite Program and parent support at Kids Kottage, the Open Arms Program at Bosco Homes and support services for Métis youth through Métis Nation of Alberta. Ensuring no duplication of services the Network has enhanced the capacity of the Glenrose FASD Clinical Services to provide additional assessments and diagnoses this funding year and has supported the development of new services which include the enhanced support to women impacted by FASD in rural communities through the Bridges Program at Leduc-County, enhanced sensory/behavioral support to families impacted by FASD through CASA and augmented programming through the Hope Foundation support group for parents affected by FASD.

Sustainable balance between meeting the requirements of the FASD-CMC and maintaining the integrity, grassroots nature and community based initiatives that facilitated the growth of the Network.

During this reporting period an operational staff position, Network Coordinator, was funded. Responsible for implementing the operational priorities of the Network as they relate to the Service Network Program, this position has increased the capacity of the Network to meet not only program requirements but to address Network and Working Group priorities and action plans.

Throughout the funding cycle and solidified at the annual strategic planning day (January 2010), the Network formally considered for its membership; what we do, for whom do we do it and future directions. Amended Policies and Procedures have resulted that better reflect the operations of the Network and formally define roles and responsibilities of operating bodies and positions within. Network and Working Group priorities and actions plans have been formulated which will guide the work of each throughout the upcoming funding cycle to ensure that the balance of Service Network Program requirements and grassroots community initiatives are achieved.

Shared professional development sessions for frontline staff and caregivers.

The Network has provided community agencies and frontline staff numerous opportunities for knowledge transfer, training and staff development. These include:

- April 2009: Mentors Day 'FASD and Environmental Modifications'
- September 2009: FASD Day and Flick Video Awards
- October 2009: Mentors Day 'FASD and Living With Loss'
- November 2009: Sensory Processing Workshop

A Network 'Training and Development Policy' and application form (fee assistance) has been developed in order to ensure that appropriate training opportunities are provided to active members and their staff. Members are encouraged to update their knowledge, develop their skills and broaden their experiences through a variety of channels that previously would have been cost prohibitive. The objectives in supporting professional development are to improve the performance of staff in their present roles, to prepare members for future roles, to enable members to adapt to the changing requirements of the Network, to maintain and enhance the quality of services and to enhance the presence of the Network regionally, nationally and internationally.

SECTION D: NETWORK MANAGEMENT

12. Network Financial Reporting

SERVICE CATEGORY	EXPENDITURES
Targeted and Indicated Prevention <ul style="list-style-type: none"> • 6 – 18 Years: • 18 + Years: 	N/A \$163, 182.00
Assessment and Diagnosis <ul style="list-style-type: none"> • 0 – 6 Years: • 6 – 18 Years: • 18 + Years: 	N/A \$117, 573.00 N/A
Supports for Individuals and Caregivers <ul style="list-style-type: none"> • 0 – 6 Years: • 6 – 18 Years: • 18 + Years: 	\$147, 215.00 \$462, 474.00 \$327, 779.00
Network Coordinator	\$126, 350.00
Network Banker	\$103, 000.00
TOTAL	\$1, 447, 573.00

AGENCY	FUNDS ALLOCATED	FUNDS SPENT	DIFFERENCE
CSS (First Steps)	\$163, 182.00	\$163, 182.00	NIL
Leduc County (Bridges)	\$100, 700.00	\$75, 065.30	\$22, 000 reallocated \$3, 634.70
Elizabeth Fry Society	\$42, 000.00	\$42, 000.00	NIL
CSS (McDaniel Youth Program)	\$349, 482.00	\$349, 156.00	\$326.00 unspent
Bissell Centre (Corrections)	\$68, 751.00	\$60, 195.04	\$5, 500 reallocated \$3, 055.96 unspent
Kids Kottage (Respite)	\$127, 715.00	\$147, 215.00	Additional funds received
Bosco Homes (Open Arms0	\$159, 600.00	\$159, 600.00	NIL
Metis Nation of Alberta	\$70, 992.00	\$70, 992.00	NIL
CASA (Family Renos Program)	\$18, 228.00	\$18, 228.00	NIL
Glenrose Clinical Services	\$117, 573.00	\$110, 507.00	\$7, 066.00 unspent
Hope Foundation (Support)		\$8, 000.00	Re-allocated funds received
Network Coordinator	\$126, 350.00	\$121, 696.00	\$4, 654.00 unspent
Banker Fee	\$103, 000.00	\$103, 000.00	NIL
TOTAL	\$1, 447, 573.00	\$1, 447, 573.00	NIL

Differences in Actual Expenditures Compared With Budgeted Expenditures

1. Due to the difficulty with hiring and retaining qualified staff (mid-year appraisal) Leduc County had unused funds in the amount of \$22, 000.00 and Bissell Centre had unused funds in the amount of \$5, 500.00.

2. Unspent funds from Leduc County and Bissell Centre were re-allocated to Kids Kottage in the amount of \$19, 500.00 (used to enhance their parental supports) and the Hope Foundation in the amount of \$8, 000.00 (used to provide a support group to parents affected with FASD).
3. With the hiring of new staff and the initial probationary period and agency/position orientation, Bissell Centre and Leduc County under utilized staffing and program costs, which has resulted in \$3, 055.96 (Bissell Centre) and \$3, 634.70 (Leduc County) of unspent funds.
4. Unspent dollars from Catholic Social Services (EFAN Coordinator position) in the amount of \$4, 654.00 and the Glenrose FASD Clinical Services, in the amount of &7, 066.00 were a result of initial salary budgets being estimated at a higher amount. The expenses actually incurred were lower due to the recruitment of staff with less experience (which has now been gained for all positions throughout the year).

13. Risk Assessment

RISK	RISK MITIGATION STRATEGIES	ACTIVITIES TO ADDRESS RISK
<ul style="list-style-type: none"> Lack of resources (positions/skill) to complete the requirements of the FASD Service Network Program. 	<ul style="list-style-type: none"> Create staff support positions within EFAN. Delegate requirements to the Working Groups. Delegate requirements to the Leadership Team. 	<ul style="list-style-type: none"> EFAN has hired a full-time Network Coordinator to meet the FASD-CMC requirements. EFAN has formalized a contract management process and has hired a contract manager. Roles and responsibilities of the Network, Co-Chairs, Working Groups, Network Banker and Network Coordinator have been formalized.
<ul style="list-style-type: none"> Network data collection becomes challenging and problematic due to each agency's reporting mechanisms and deadlines. 	<ul style="list-style-type: none"> Reporting expectations communicated with funded stakeholders. Network Coordinator to receive all reports electronically. 	<ul style="list-style-type: none"> Obligations and responsibilities of Funded Agencies are stipulated in the Service Level Agreements.. FASD Service Network Program reporting templates have been revised and simplified for the funded agencies. All Funded Agencies will be trained on the data collection tool by April 2010. Network Coordinator has provided all funded agencies with an EFAN Timeline and precedes all due dates with multiple email reminders.
<ul style="list-style-type: none"> Network Co-Chair positions become difficult to fill due to the time requirements and responsibilities. 	<ul style="list-style-type: none"> Create a process for Network succession planning. 	<ul style="list-style-type: none"> Network succession planning begins the summer prior to winter co-chair nominations. All roles and responsibilities for Co-Chair positions have

		<p>been formalized.</p> <ul style="list-style-type: none"> Interested persons are invited to attend Network and Service Network Program meetings.
<ul style="list-style-type: none"> Conflict of interest exists for Funded Agencies and Network members. 	<ul style="list-style-type: none"> Amend Policies and Procedures. 	<ul style="list-style-type: none"> The Network's Policies and Procedures have been amended to address apparent conflicts of interest. <ul style="list-style-type: none"> ✓ Funded Agencies or those being considered for funding and operational staff employed by a funded agency will abstain from directly participating in FASD Service Network Program funding decisions and nor participate in the oversight of written agreements. ✓ Roles and responsibilities have been formalized. Contract management process and position have been developed and will be operational by April 2010.

14. Information Management

There have been no changes to the Networks information management. Information management is orchestrated through the Network Coordinator in conjunction with the Network and Working Groups Co-chairs.

15. Internal Network Collaboration Model

The Networks has worked diligently to ensure that it's amended Policies and Procedures (January 2010) reflect appropriately the protocols for Network Members communication and coordination of FASD service delivery during this reporting period. The revised governance model illustrates the formalized addition of roles and responsibilities for:

- Network
- Network and Working Group Co-chairs
- Leadership Team
- Network Banker
- Network Contract Manager
- Network Coordinator

(Please see attached Policies and Procedures January 2010 for full details).

16. External Network Communication Plan

The Network has continued to identify and engage potential members (as a standing agenda item at Network meetings and through the annual strategic planning). Open invitations continued to be extended to any persons who have an interest in participating on the Network. Invitation packages were sent to 28 identified rural and Aboriginal service agencies.

The Network has created tools during this reporting period that have assisted in the marketing and messaging of the Network, such as a logo, brochures, postcards, portable display board and orientation package and has utilized social media in its engagement with current members, potential members and the community at large, such as Facebook, website and blog.

Agency membership during this reporting period has remained constant with 38 active agencies/programs but there has been a substantial increase in agency commitment with up to 67 different frontline staff attending Network meetings.

17. Reporting Requirement

The Network has not made any changes to how it meets reporting requirements and has met all FASD-CMC reporting requirements to date. The Leadership Team, Network Co-chairs and Network Coordinator have provided all Service Network Program funded agencies with:

- Yearly timeline for reporting requirements.
- Quarterly report template.
- Annual report template.
- Schedule B

The Network Coordinator and Network Co-chairs are actively training all service funded agencies on the data collection tool provided by the FASD-CMC which will be utilized by all funded agencies April 2010.

18. Network Management: Learning and Adjustment

In order to ensure the Network meets the structure and organization of the FASD Service Network Program, operates on the shared principles and within the parameters of the Program, and completes all requirements and administrative timelines (as stipulated in the revised Program Guidelines September 2009), the Network has revised its Policies and Procedures. The amendments were guided and formalized during the Networks annual strategic planning day (January 2010).

(Please see Policies and Procedures for full details).

LIST OF DELIVERABLES	PROGRESS TO DATE	DATE DELIVERED
Provide targeted and indicated prevention services:		
Continue funding 2 P-CAP positions with the First Steps Program through CSS.	Positions are currently filled and serving clients.	On-going
Enhance existing support services to individuals and caregivers:		
Continue funding existing FASD respite program with Kids Kottage.	The respite program is operational.	On-going
Enhance support to families whose children have FASD with the Family Renos Program through CASA which provides sensory processing and behavior management consultations to parents whose children have FASD.	The Families Reno Program is operational.	On-going
Enhance capacity to provide additional FASD assessments to children at the Glenrose Rehabilitation Hospital with the FASD Clinical Services.	Clinical services have been enhanced and are currently completing additional assessments.	On-going
Enhance support to parents affected by FASD through a 6 week support group.	Support group sessions have been completed.	Completed
Provide support services to children, youth and adults through mentoring programs:		
Continue funding the Elizabeth Fry Society FASD Girls Group which provides support to girls' age 13 – 17 through social and life skill development.	Funded position is filled and program is operational.	On-going
Continue funding the McDaniel Youth Program through CSS which provides mentorship to youth with FASD ages 14 – 19.	All funded positions have been filled and are serving clients.	On-going
Continue funding the Corrections to Community worker through Bissell Centre which supports Aboriginal women with FASD who are transitioning into the community.	Funded position is filled and currently serving a full case load.	On-going
Continue funding mentor support to mothers with FASD who are parenting children 6 – 18 through the Open Arms Program at Bosco Homes.	Funded positions are filled and serving clients.	On-going
Continue funding mentoring support to Métis youth with FASD and their families at the FASD Program with Métis Nation of Alberta.	Funded position is filled and serving clients.	On-going
Enhance mentoring support to women with FASD living in rural communities with a funded FASD position at Leduc County.	Funded position filled and serving clients.	On-going

