[Month Day, Year]

The Honourable Tanya Fir, ECA
Minister of Arts, Culture and Status of Women
132 Legislature Building
10800 - 97 Avenue
Edmonton, AB, T5K 2B6
acsw.minister@gov.ab.ca

Dear Minister Fir:

RE: Provincial FCSS Funding

Paragraph 1: Purpose and Core Ask

- Include an introduction.
- Clarify the purpose of letter.
- Clearly state the core ask.

Sample Paragraph 1:

On behalf of **[municipality]**, I am writing to urge the Government of Alberta to increase its annual investment in Family and Community Support Services (FCSS) to $163 million, built over time through a phased approach. For 60 years, FCSS has been a uniquely Albertan partnership between the province and local governments providing vital community prevention services in over 300 communities. However, Provincial FCSS funding has remained largely unchanged since 2015 and has not kept pace with Alberta's population growth, inflation or rising community needs.

Paragraph 2: Context and Rationale

- Outline the issue.
- Identify who is impacted and why it matters; include local examples.
    - What local program or partnership does FCSS support?
    - Who does it serve?
    - What challenge does it help address early?
    - What has changed because of the program?
    - Is demand increasing, or are local resources being stretched?
    - What more serious or costly outcome was avoided because FCSS intervened early?

Sample Paragraph 2:

FCSS helps address challenges before they escalate into crises requiring more costly health, justice and emergency responses. In **[municipality]**, FCSS funding supports **[program, service or partnership]**, which helps **[residents or population served]** by **[specific local impact]**. For example, **[brief story, result or indicator that demonstrates the difference the service makes]**. As our community grows and residents face increasingly complex needs, current funding is not keeping pace with the demand for these preventive supports. Municipalities are already demonstrating their commitment. Collectively, they invested $245 million in FCSS and broader community support programs in 2024, often exceeding the required 20 per cent contribution. However, local governments cannot sustainably respond to growing needs without a renewed provincial investment.

Council Motion:

- Include the motion that Council passed

Paragraph 3: Call to Action

- Emphasize willingness to collaborate or provide more information.
- Close letter by restating core request.

Sample Paragraph 3:

Municipalities have demonstrated their commitment to FCSS by continuing to increase their investment, often well beyond the required 20 per cent contribution. We are asking the Government of Alberta to recommit to its role in this longstanding partnership by increasing provincial FCSS funding to $163 million annually. A phased approach can provide a practical path to reaching this funding level, but communities need a clear commitment to renewed provincial investment. After more than a decade without a significant increase, now is the time to strengthen the provincial investment that allows FCSS to deliver prevention services in communities across Alberta.

Sincerely,

XXXXX

Cc: Honourable Danielle Smith, ECA, Premier and Minister of Intergovernmental Relations
Honourable Jason Nixon, ECA, Treasury Board and Finance
Dr. Heather Caltagirone, Deputy Minister, Arts, Culture and Status of Women
Liam Stone, Deputy Minister, Treasury Board and Finance
[MLA XXXX, Name of Constituency]
Dylan Bressey, President Alberta Municipalities

Contacts to use:

- premier@gov.ab.ca
- tbf.minister@gov.ab.ca
- heather.caltagirone@gov.ab.ca
- liam.stone@gov.ab.ca
- president@abmunis.ca