



**FIRST PEOPLES'**  
CULTURAL COUNCIL

## **UHI - Indigenous Cultural Heritage Infrastructure Grant GRANT GUIDELINES**

To discuss your project idea or seek additional information, please contact:

Lyndsie Bourgon at  
Phone: (250) 213-6863  
Email: [lyndsie@fpcc.ca](mailto:lyndsie@fpcc.ca)

### **A. Program Objective**

The Indigenous Cultural Heritage Infrastructure Grant (ICHIG) is part of British Columbia's Community Economic Recovery Program (CERIP) under the Unique Heritage Infrastructure stream. CERIP aims to help communities in B.C. recover from the economic impacts of Covid-19 by supporting job creation. By working with local governments, Indigenous governments and communities, not-for-profit organizations, and other sectors, CERIP projects will create new employment or re-employ laid off workers in local communities. The program focuses on infrastructure projects that:

- Provide critical upgrades to improve energy efficiency, accessibility, emergency preparedness, and resilience for communities
- Contribute to sustainable communities;
- Support tourism sector recovery;
- Support urban and rural economic diversification, and
- Safeguard and revitalize Indigenous cultural heritage.

### **B. Program Description**

The UHI - ICHIG is administered in collaboration between the First Peoples' Cultural Council (FPCC) and the BC Heritage Branch. The grant supports projects that conserve, repair, or develop Indigenous cultural heritage infrastructure. Eligible projects include structures, cultural heritage sites, landscapes, trails, and archives — the ICHIG supports Indigenous communities' ability to safeguard, revitalize enjoy their heritage places while:

- Creating opportunities for Indigenous communities to protect, learn about, share and revitalize Indigenous cultural heritage, including the preservation, housing and showcasing of Indigenous cultural heritage materials and cultural practices.
- Supporting the transmission of knowledge and practice of specialised skills that strengthen the stewardship of cultural heritage;
- Stabilizing, repairing and rehabilitating heritage places for communities and visitors;
- Providing local economic stimulus and employment

### **C. Timeline**

1. Applications due -- Thursday, November 12, 2020 (11:59 PM PDT)
2. Grants awarded -- Early winter 2021
3. Final report due -- Up to one year following completion of the project. All projects must be complete by March 31, 2023.

### **D. Funding**

Applicants can apply for a minimum of \$100,000 up to \$400,000 for individual grants. There are no expectations or requirements for cost-sharing. Projects cannot be part of applications for, or receive funding from, other CERIP grants.

This is a one-time grant, with 65% of the requested amount provided upfront upon application approval, and another 20% provided at the completion of an interim report/survey and budget. The remaining 10% of the grant budget will be provided on completion of the project, a final report, budget, and survey. Any project costs that exceed the grant amount will be the responsibility of the applicant, and all additional funding required to complete the project must be confirmed by application deadline.

### **E. Eligibility Criteria**

#### E.1. Eligible Applicants

Organizations must have a mandate or focus that includes Indigenous heritage. Eligibility includes:

- B.C. First Nations band or tribal council
- Not-for-profit society registered in B.C. in good standing and governed by Indigenous individuals (at least 51% of directors identify as Indigenous)
- Indigenous-led museums and cultural spaces

## E.2. Eligible Projects

- The repair and rehabilitation of historic and cultural places, archives and collections that are of collective value to an Indigenous community;
- The repair, rehabilitation and construction of infrastructure such as buildings, roads, and structures that support public and community access to the:
  - Stories of historic places and the places themselves;
  - Transmission of community memory and traditional practices, craft and trades;
  - Cultural materials that support the telling of the stories of historic places and/or the transmission of community memory and traditional practice, craft and trades.

## **F. Expenses**

### F.1. Eligible Expenses:

Project costs must be direct and essential to the project. Costs will be reviewed to determine if they are reasonable and have been accurately estimated. *The following costs are examples only:*

- Construction costs, including the cost of materials;
- Leasing of equipment related to the construction of the project;
- Project management fees;
- Salaries and other employment benefits to employees, up to a maximum of 15% of the total funding requested through the ICHIG;
- Insurance related to construction;
- Furniture and/or equipment essential for operation of the project;
- Utility, electrical, and other set-up connection services to the site;
- Fees paid to professionals, technical personnel, consultants, and contractors;
- Environmental reviews;
- Archaeological assessments;
- Indigenous consultation, including honoraria and offerings at the FPCC standard rate;

### F.2. Ineligible Expenses:

- Any goods or services costs which are received through donations or in-kind;
- Costs incurred prior to approval date and after project completion date;
- Overhead costs, salaries, and other employment benefits that amount to more than 15% of the total funding requested;



- Land acquisition and real estate fees, including land, leasing buildings, and other facilities;
- Liability insurance for directors;
- Furnishing and non-fixed assets which are not essential for the project;
- General, routine, cyclical repairs and maintenance;
- Legal fees;
- Hospitality costs (for example food and beverages, liquor, entertainment, etc.).

## H. Application Requirements

Applications will not be reviewed unless all necessary information is provided. Applicants must submit a:

- Completed application form
- Budget
- Workplan
- Minimum of one letter of reference that indicates community support for the project
- Two letters of reference, or reference contact information, related to past projects of a similar scope
- Proof of additional confirmed funding, if applicable.

Applicants should be aware that information collected is subject to the [Freedom of Information and Protection of Privacy Act](#). The information being collected is for the purpose of administering the CERIP and will be used for the purpose of evaluating eligibility under CERIP. Data will be provided to the Government of BC on project outcomes to assess the success of CERIP as a whole. If it is not possible to complete the application form electronically, please contact the FPCC.

## I. Application Submission

- Applications must be completed on the FPCC Grant Portal by the deadline.
- We do not accept faxed or email applications.
- Applications and proposals will only be discussed with the named contact person.

**APPLICATION CLOSING DATE:**  
Thursday, November 12, 2020 (11:59 PM PDT)

*Late proposals will be considered ineligible.*

## **J. Adjudication Process**

- Submitting a proposal does not guarantee funding;
- Applications will be reviewed for completeness and clarity;
- Decisions will be made to ensure grants are distributed to projects across the province;
- Funds available to this program are limited. Therefore, projects that demonstrate financial need will receive priority;
- Please do not contact staff regarding the status of your application. All applicants will be advised of jury decisions approximately 4 weeks after the application deadline.

## **L. Reporting Requirements**

If the project is approved, the applicant will receive a contribution agreement that sets out the terms of the funding and the reporting requirements.

Grant recipients will be required to meet with FPCC staff once per month to discuss the progress of the project. Recipients will be required to submit photos of the project to demonstrate progression, and depending on necessary Covid-19 precautions, site visits may be arranged.

Grant recipients are required to complete an interim and final report, and survey with a summary of expenditures upon project completion. At completion of the grant, recipients will be required to submit a final report detailing the project's performance, and providing details of the project's achieved outcomes, including:

- Number of new permanent jobs created
- Total number of individuals employed for the project duration, including number of Indigenous peoples, new Canadians, women, and young adults
- Number of training and mentorship opportunities
- Average pay scale of individuals employed for the project
- The use of wood in a new building or expansion project expressed as a dollar value, and as a percentage of total material costs.

The final report may be submitted up to one year after the completion of the project. This form is required to be completed electronically and submitted via the FPCC Grant Portal.