



## **Indigenous Cultural Heritage Micro Grants**

### **GRANT GUIDELINES**

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

Kym Jones, Cultural Heritage Associate

#### **First Peoples' Cultural Council**

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### **COVID-19 Program Information**

**The health and safety of everyone involved in FPCC programs, communities, and especially Elders, is of the utmost importance to us.** We are taking action to maintain safe operations while supporting our communities and participants. While actions to provide vaccines are currently underway there is no cure or treatment for COVID-19. We want to be very careful that our programs do not put anyone at risk and ensure that they follow the current orders of the [Provincial Health Officer](#). FPCC supports each First Nation's self-determined right to protect their community and we respect any additional guidelines set by Chief and Council or local governments to help keep their communities safe. Following these guidelines will help us take care of one another and keep each other safe.

#### **Please note:**

- All programs must be aware of and follow current guidelines from the [Provincial Health Officer](#)
- Applicants must consider how the program will proceed under strict COVID-19 restrictions
- Please ensure that your project proposal meets the requirements listed in the [FPCC COVID-19 Guidelines for Programs](#)
- It is critical that we take care of and protect our Elders and Knowledge Keepers, and those at a higher risk of illness. We need to work together to find safe ways to involve Elders.
- FPCC staff are here to assist program participants with unexpected and unplanned changes as a result of COVID-19 impacts on programs.
- We will do our best to share information and respond to changes together. If you have any questions, please [contact program staff](#)



## **A. Program Objective**

This program is intended to support the revitalization of Indigenous cultural heritage in British Columbia.

## **B. Program Description**

It is difficult to find a direct translation for cultural heritage in Indigenous languages. The closest translations often relate to the sacred, or to knowing oneself. Indigenous Peoples understand and describe cultural heritage according to their perspectives, traditions and languages.

While creating one definition of Indigenous heritage is difficult, generally this would include ideas, experiences, worldviews, objects, forms of expression, practices, knowledge, spirituality, kinship ties, places and land valued by Indigenous Peoples. Each of these concepts is inseparably interconnected, holds intrinsic value to the well-being of Indigenous Peoples and affects all generations.<sup>1</sup>

The Indigenous Cultural Heritage Micro Grant (ICH MG) program will provide support for projects initiated and directed by Indigenous organizations who have demonstrated commitment to their cultural heritage practices as described in the definition provided above.

The ICH MG program is meant to support organizations to:

- undertake activities supporting the performance, preservation and/or sharing of Indigenous heritage
- increase knowledge sharing with elders
- assist in developing cultural heritage skills in Indigenous communities

## **C. Timeline**

- i. Applications due – **September 28<sup>th</sup>, 2021**
- ii. Grants awarded – **October 2021**
- iii. Final report due – **February 15<sup>th</sup>, 2022**

## **D. Funding**

Funding through the ICH MG program is up to \$2,000.

Applicants may seek funding from the FPCC language and/or art grant programs in addition to the ICH MG program, but the costs must not be duplicated.

For successful applicants, funding will be distributed in 2 phases (80% at the start of the project, 20% upon receipt of final report).

**Note: Applicants should ensure that their project is not better suited to the FPCC Arts Program: <http://www.fpcc.ca/arts/Programs/Micro-Grants.aspx> or the FPCC Language Program: <http://www.fpcc.ca/language/>**

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<sup>1</sup> This definition is from the national Indigenous Heritage Circle (<http://indigenousheritage.ca>).



## **E. Eligibility Criteria**

To be eligible for an ICH MG, organizations must have a mandate or a focus which includes Indigenous heritage and be:

- a B.C. First Nation band or tribal council; OR
- a not-for-profit registered in B.C. in good standing and governed by Indigenous individuals (at least 51% of Directors identify as Indigenous); OR
- a First Nation school or adult education centre operating in B.C.

Additionally, applicants must:

- Demonstrate how their project contributes to the revitalization of Indigenous heritage; AND
- Demonstrate how the ICH MG will support emergent activities on a one-time basis; AND
- Submit a signed application (only one application per organization) with a realistic, balanced budget which demonstrates financial need and an achievable project timeline; AND
- Have completed all reporting for any previous projects funded by FPCC; AND
- Ensure all FPCC COVID-19 Program Guidelines are met (please refer to the green box at the beginning of these guidelines).

Projects that are part of a larger or on-going initiative may be eligible for funding through this program. However, the aspect of the project funded through the ICH MG program must be a stand-alone piece with its own budget and outcomes that can be reported on according to the deadlines described in these guidelines. Please contact FPCC if you have questions about the eligibility of your project or organization.

## **F. Eligible Expenses**

- Travel & accommodation for project participants to attend project events or meetings, visit a community, or undertake research outside their community. Costs up to 20% of the funding granted (max. \$400)
- Meeting/event space rental
- Food and hospitality
- Honoraria for Elders, facilitators, and others
- Materials and supplies
- Equipment rental or costs up to a total of 60% of the funding granted (max. \$1,200). This may include the purchase of iPads or similar technology to facilitate adherence to COVID-19 related health and safety protocols.
- Display/shelving costs up to a total of 60% of the funding granted (max. \$1,200)
- Printing costs for promotional or educational materials
- Administration expenses such as phone, computer, bookkeeping, etc., are eligible up to 15% of the funding granted (maximum \$300)
- Other expenses may be eligible; please contact FPCC if you have questions.



### **G. Ineligible Expenses**

- Equipment costs over 60% of funding received (max. \$1,200)
- Display/shelving costs over 60% of the funding granted (max. \$1,200)
- Administration costs over 15% of funding received (max. \$300)
- Travel & accommodation costs over 20% of funding granted (max. \$400)
- For-profit business development costs
- Capital purchases such as vehicles or costs associated with building or land improvement or acquisition
- Expenses related to pre-existing community celebrations or anniversaries
- Expenses funded or paid for through other funding programs

### **H. Application Requirements**

ICH MGs require a completed and signed application form which contains:

- i. A clear project description with objectives, activities, participants, and location
- ii. Project timeline
- iii. A balanced project budget with revenues (including in-kind and other funding) and expenses (including volunteer/in-kind time)
- iv. Explanation of how your project meets Program Objectives
- v. Explanation of how you are addressing protocols for working with Elders or with the land, where required
- vi. Description of COVID-19 related health and safety precautions that will be taken through the duration of the project to keep Elders, Knowledge Keepers and communities safe, as directed by FPCC Program Guidelines (please refer to the green box at the beginning of these guidelines).
- vii. Brief description of organization's background and mandate

### **I. Application Submission**

- Applications must be submitted via the FPCC Grant Portal, which can be accessed here: <https://fpcc.smartsimple.ca/>

#### **APPLICATION CLOSING DATE**

There will be one deadline for applications in 2021:

**September 28<sup>th</sup>, 2021**

### **J. Adjudication Process**

- Submitting a proposal does not guarantee funding.
- Applications will be reviewed for completeness and clarity.
- Funds available to this program are limited, therefore, projects that demonstrate financial need will receive priority.



- A Peer Review Committee (PRC) will review and assess eligible proposals according to the program objectives listed above, the feasibility of the timeline and budget presented.
- 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.
- FPCC reserves the right to require confirmation of other sources of funding prior to releasing funds, to request access to financial records related to the project and to require receipts for expenses incurred by the project.

#### **K. Funding Acknowledgements**

- Successful applicants must acknowledge the support of the First Peoples' Cultural Council in all materials produced in relation to the funded project. Approved logos will be provided for use.

#### **L. Reporting Requirements**

- Final reports are due on **February 15<sup>th</sup>, 2022**. These will be submitted on FPCC's Grant Portal, which can be accessed here: <https://fpcc.smartsimple.ca/>.
- You will be expected to report on:
  - What activities you did (including images or videos of your activities)
  - When and where the activities took place
  - Who was involved
  - Positive outcomes and next steps
  - How the grant funding was spent
  - If there were any training opportunities (workshops, webinars, conferences, mentorships, etc.) created as a result of the grant, and how many people were trained, if applicable
  - Number of project participants
  - Gender of participants
  - Number of people who received wages or any kind of income from the grant
  - The types and number of resources (for example, books, maps, educational resources, oral history recordings, signage) created by the grant funded project
  - Whether the grant supported your community's efforts to be stewards of your ICH
  - The types and amount of ICH practices documented throughout the project
  - Whether any ICH safeguarding measures were put in place in your community as a result of the grant
  - Your satisfaction with FPCC's ICH MG program, Grant Portal user friendliness, staff helpfulness and knowledge and general satisfaction with FPCC



- Other types of FPCC grant programs you would like to see offered
- And any other feedback you'd like to provide for FPCC