Pathways to Language Vitality Program
2024-2025 Program Guide

Express your interest on FPCC's Grant Portal: www.fpcc.ca/login
Please submit your expression of interest by December 14, 2023

Please retain this Program Guide in your files. If your funding request is approved, the policies and information contained in this guide will be a useful resource.

The Pathways to Language Vitality Program is funded by the Indigenous Languages Component of the Indigenous Languages and Cultures Program, Department of Canadian Heritage.

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FPCC STATEMENT ON COVID-19

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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 many have been vaccinated, COVID-19 still poses a risk to our communities, staff and those most vulnerable to the serious effects of this illness.
We want to be very careful that our programs do not put anyone at risk and ensure that they follow any current Provincial health orders (PHO) guidelines.

Although funding for FPCC programs does not require proof of vaccination, 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.

Tcwemstwaĺhkáĺap ("you folks take care of one another" in Ucwalmícwts)
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 PHO.
- Applicants must consider how the program will proceed under possible COVID-19 restrictions.
- Please ensure that your project proposal meets the requirements listed in this document.
- 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.

Please review the full FPCC COVID-19 Guidelines for Programs

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INTRODUCTION

FIRST PEOPLES' CULTURAL COUNCIL

The First Peoples' Cultural Council (FPCC) was established in 1990 through the *First Peoples' Heritage, Language and Culture Act* and is mandated to support the revitalization of Indigenous languages, arts and cultures in British Columbia. FPCC is a unique Crown Corporation governed by a Board of up to thirteen B.C. First Nations representatives. First Nations in British Columbia are also able to nominate an individual or apply themselves to represent one of 34 First Nations languages on the FPCC Advisory Committee. FPCC aims to achieve sustainability and long-term stability for language, arts and cultural programming in B.C.

FPCC's Language Program vision is that all First Nation languages in British Columbia have stable populations of speakers who are passing their languages on to the next generations. First Nations communities are empowered with skills, resources and comprehensive plans to ensure the ongoing vitality of their languages.

PATHWAYS TO LANGUAGE VITALITY PROGRAM

The Pathways to Language Vitality Program (Pathways) was launched in 2020. This program integrates four previously separate funding streams: the B.C. Language Initiative, Indigenous Language Grants, Language Nest Program, and Language Gathering & Sharing Grants. The purpose of integrating these funding streams into one single program is to reduce administrative burden for applicants while increasing funding flexibility to better meet each community's unique needs in achieving sustainable, long-term language revitalization. This integrated program recognizes that multiple, coordinated strategies are needed for successful language revitalization within any community. The Pathways program creates the opportunity for communities to implement multiple connected projects in a coordinated way, leading to greater outcomes across the community.

The Pathways program supports community-led projects that revitalize B.C. First Nations languages through documentation, the creation of new fluent speakers and strategic language planning. Eligible projects include language immersion projects (including language nests), language documentation, recording and resource development projects and community engagement projects.

For more information about the Pathways to Language Vitality Program, please visit the FPCC website: https://fpcc.ca/program/pathways-to-language-vitality-program/

Direct your inquiries to the Pathways team at pathways@fpcc.ca.
The Pathways to Language Vitality Program is run by a team of program staff and the pathways@fpcc.ca address is monitored by multiple team members.

FUNDING AVAILABILITY

We recognize that language revitalization requires long-term, sustainable funding. FPCC continues to advocate for guaranteed, on-going funding from all levels of government and we are looking forward to that becoming a reality in the near future.

At this time, we can only accept expressions of interest for Pathway projects for one program year, but we invite candidates to indicate their interest in continuing their projects into the 2025-2026 fiscal year and beyond.

FUNDING TYPES

Funding types are subject to funding availability and may change from year to year. Budgets will be confirmed early Spring 2024.

Pathways offers three different funding types: Rise, Roots and Grow funding. Indigenous languages are deeply tied to the land; the Rise, Roots and Grow funding model reflects cycles of growth and the flourishing potential and developing spirit of language revitalization work within communities.

Rise, Roots and Grow funding provides candidates, who may be in varying stages of language revitalization work, with a pathway to nurture positive stewardship for language revitalization goals.

The amount of funding ranges up to $250,000 and is subject to available funding. We invite candidates to determine the right funding type for their community/organization based on the descriptions below and to contact our program staff with questions about these funding types.

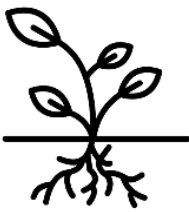**Rise Funding** (up to $100,000) - *subject to funding availability*
Rise projects are awakening. Rise projects are exploring possibilities for language revitalization and have experience with up to two prior years of language grants. Rise organizations are building stewardship practices for long-term revitalization growth.

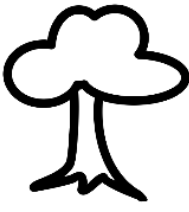| Rise Funding Grants up to $100,000	Description:

Created by BB/B from Noun Project	Rise projects are focused on activities that create the foundation for future language work through community engagement and language learning alongside culture (e.g., language classes and camps, multi-generational language programs, language gatherings, and language planning).
	
	 • Rise organizations:
	  o have received 2 or fewer language grants from FPCC (cumulative total)
	  o have been receiving FPCC language grants for 1 year or less
	
	 OR
	
	  o have received 2 or more language grants from FPCC but have a history of overdue reporting

Roots Funding (up to $175,000) - *subject to funding availability*
Roots projects are expanding. Roots organizations are becoming comfortable revisiting observations, experiences, practices, and monitoring of language revitalization work. Having completed several language projects, Roots organizations have absorbed the teachings from previous efforts that nourish strong roots for long-term community language goals.

Roots Funding Grants up to $175,000	Description:

Created by IYIKON from Noun Project	Roots organizations are investing in the sustainability of their future language work through intensive language documentation and projects that will result in new fluent speakers (e.g., recording fluent speakers and creating materials and resources that will directly contribute to language fluency).
	
	• Roots organizations:
	   o have received 3 – 8 previous language grants from FPCC (cumulative total)
	   o have been receiving FPCC language grants for 2 – 4 years
	   o have held 2 or more grants in a single year
	
	OR
	
	   o have received 9+ language grants from FPCC and held 2 or more language grants in a single year but have a history of overdue reporting

Grow Funding (up to $250,000) - *subject to funding availability*
Grow projects are established*.* With extensive experience in language strategies of multiple kinds, Grow organizations have established language programs and practices that are spreading throughout the community. Grow organizations can steward complex plans with many moving parts to achieve community language revitalization goals.

Grow Funding Grants up to $250,000	Description:

Created by Royyan Razka from Noun Project	Grow organizations are focused on increasing language ability and use throughout the community by strengthening immersion programs while continuing to build on previous documentation and planning efforts (e.g., Language Nests, immersion language classes for children and adults).
	
	• Grow organizations:
	   o have received 9+ language grants from FPCC (cumulative total)
	   o have been receiving FPCC language grants for 5 years or more
	   o have held 2 or more grants in a single year

PROGRAM CRITERIA

ELIGIBILITY
Eligible Languages
Pathways funding is available to support the revitalization of the 34 First Nations languages of British Columbia. Please consult this language list (http://www.fpcc.ca/files/FPCC-LanguageList-2019.pdf) to see which languages are supported.

Who is eligible to submit an expression of interest?
- First Nations Communities/Governments/Bands/Tribal Councils located in B.C.
- First Nations Cultural, Language and Education centres in B.C.
- Not-for-profit societies registered in B.C. that are in good standing and are governed by B.C. First Nations individuals (at least 75% of directors identify as B.C. First Nations)
- B.C. First Nations-led museums and cultural spaces (at least 75% of directors identify as B.C. First Nations)
- Urban and off-reserve B.C. First Nations organizations (at least 75% of directors identify as B.C. First Nations)
- Previous applicants may apply as long as all reporting on previous funding from FPHLCC/FPCC (all programs) or the First Peoples' Cultural Foundation (FPCF) is up to date

Who is not eligible to submit an expression of interest?
- Individuals
- Public institutions (e.g., schools, universities)
- Non-Indigenous organizations
- For-profit organizations and businesses
- Committees, groups, task forces without an established governing body
- Provincial/territorial and municipal governments and their agencies
- Federal or provincial government departments and agencies
- Organizations with incomplete or outstanding reporting with FPHLCC/FPCF

Will multiple applications from one community be accepted?
FPCC will be offering one funding opportunity per Band Office, Tribal Council or Society/Organization through the Pathways program and strongly encourages collaboration. This demonstrates that there is support and consensus for the program, as well as being inclusive and designed with long-term goals in mind.

Please note that expressions of interest from First Nations schools that serve one community must be submitted through their respective Nations/Band offices. Please also note that FPCC is unable to fund K-12 classroom activities, or post-secondary accredited courses or tuition.

New Organizations
FPCC is committed to demonstrating accountability and transparency in our processes and within the

delivery of funding. We also have accountability and reciprocity to B.C. First Nation communities as expressed in our mandate and vision. We welcome expressions of interest from organizations that have not previously received funding from FPCC, provided you meet the preliminary eligibility for funding.

FPCC Program staff may contact you to request some or all of the following information to accompany your expression of interest. This information will help us better understand your organization, its mandate, and how it operates, so that we can support you through the funding process. This information must be provided *before* a Funding Agreement can be issued.

Supporting Documentation: (to be provided upon project approval)
- New societies and organizations other than First Nations governments will be asked to provide documentation confirming legal name and a list of the organization's current Board of Directors and/or governance structure.
- Additionally, registered societies may be asked to provide their certificate of registration; a copy of the organization's bylaws and constitution; and proof of insurance.
- Candidates will be asked to provide proof of support from a B.C. First Nation in the territory where the project is proposed. This may be in the form of a Band Council Resolution, OR letter of support from a Chief or Council member, OR a letter of support from an established First Nations organization that is currently an FPCC grant recipient.

LANGUAGE STATUS ASSESSMENT

The Language Status Assessment (LSA) is a survey on the status of First Nations languages. The LSA helps communities document and track information such as the number of fluent speakers, semi-speakers, learners and more. It is required for communities who are applying for language funding from First Peoples' Cultural Council.

When listing the communities that will be served by your project, please note that all communities listed will require a Language Status Assessment (LSA). If you are not able to complete an LSA on behalf of one of the communities listed, a designated representative of the community will need to complete it.

If you are not sure if an updated LSA has been submitted for your community(ies), please contact LSA@fpcc.ca.

PROJECT REQUIREMENTS
Next Steps:

If the expression of interest is successful the Pathways Team will invite you to complete an application for the Pathways program. Please carefully review the following sections for application expectations. Timelines to be confirmed in early spring 2024.

What are the general requirements for a language proposal?
- Demonstration that language revitalization is the primary focus of the project, with projected outcomes such as the creation of new speakers, documentation of the language, and/or strategic language planning
- Demonstrated succession planning from within the community
- A budget containing eligible expenses that fall within guidelines/criteria as outlined in the Eligible Expenses section of this guide
- Demonstrated community support
- Community Participation - priority may be given to projects that include Elders and youth
- Clearly stated objectives that are measurable, achievable, and realistic; clearly defined activities, results, and outputs
- Achievable goals within the program timeline

Grant Liability, Insurance and Certification
For projects with a hazard of potential personal injury or bodily harm due to high-risk project related activities, please provide FPCC with copies of the following:
- Comprehensive insurance for at least $2 million.
- Adequate certification and licencing if operating a motorcycle, Off Road Vehicle, large truck or bus, trailer, snowmobile, boat, or other equipment.
- Valid driver's licence(s) of operators of a motorcycle, Off Road Vehicle, large truck or bus, trailer, or boat.
- Necessary WorkSafe BC compliance documents and, before starting work on certain types of construction projects, e.g., a project over $100,000, submit a Notice of Project to WSBC.
- Any other information reasonably requested by FPCC related to safety and/or liability issues.

If your expression of interest is approved, FPCC will follow up to request any further information required and these documents on conditional acceptance of the project. These documents will be required for the final approval of the project and before the funding agreement is sent.

Projects using vehicles are expected to carry and maintain Third Party Liability insurance on all vehicles owned, operated or licensed in the name of the project/grant recipient in an amount not less than $1,000,000.00. This documentation should be available to FPCC if requested.

It is recommended that anyone operating an ATV receive ATV Rider Training by a Canadian Safety Council (CSC) certified instructors.

Probable high-risk project activities may include, but are not limited to: using ATVs, horses, trailers, boats, helicopters, heavy equipment, or activities that involve camping in remote areas, risks of large mammal

encounters, excavation, scaffolding and ladders, or construction. If you are unsure if your project is high risk and would require additional insurances, certification and licensing, please contact the assigned funding program staff person to discuss further.

PROJECT TYPES
The Pathways program offers the following three overarching project types for which proposals can fall under:

Language Immersion
Some examples of possible projects under this strategy are language immersion classes (including group Mentor-Apprentice programs) and language immersion houses.

Language Nests
Language Nests are categorized under Language Immersion, but have their own specific requirements:
- Must be an immersion space (no English) for children from 0 to 5 years old
- Minimum of 15 hours of immersion/week for at least 6 months
- Minimum of 2 proficient speakers* in the nest at all times
- Maximum ratio of 1 speaker to every 5 children (1 to 3 is preferred)

The speakers do not have to be fluent speakers but should be able to converse in the language. This requirement can be met with staff who are intermediate speakers, as well as fluent Elders, for example.

Language Documentation, Recording and/or Resource Development
Some examples of possible projects under this strategy are curriculum development*, general resource creation (e.g., handbooks/videos/teaching materials), app/website creation, database and other technology tool creation, recording of Elders/speakers on audio or video, the digitization and documentation of existing files and archives and television/radio show/film.

***Curriculum development must be for community use outside of the school system** – curriculum development for K-12 accredited programming is funded by the First Nations Education Steering Committee (FNESC).*

Community Engagement and Language Through Culture*
Some examples of possible projects under this strategy are language classes and camps, language-focused gatherings, and community language projects where immersion is not feasible.

Please note that applications focusing on immersion strategies & documentation will receive first priority for funding.

EVALUATION

The purpose of the Pathways to Language Vitality Program is not to simply raise awareness about the language, but to tangibly advance language revitalization in your community. How will you know if your project has been successful? Think about how you will track and measure your success with this project. Your evaluation plan can include assessing the delivery of the project (for example, was it on-time, on budget, accessible to participants, etc.) as well as the outcomes of the project (for example, did it increase language proficiency, are language learners using the resources created, etc.).

The following questions may be useful when preparing your answer:
- How do you think your community will perceive this project?
- If your program involves teaching language, how will you know how much was learned?
- If your program involves creating resources, how will you know if they are used?
- Who is responsible for ensuring that your program is on track and meets the objectives?
- How often will you assess the progress of the program throughout the year?
- What information will you need to collect throughout the program to measure the results?

SHARING, MOBILIZATION, AND CONTINUATION

FPCC highly values collaboration, sharing, and building programs that are sustainable and contribute to future language work. Tell us about any resources you intend to develop, share, and use in other and/or future programs. Will this be a chance to collaborate with other communities, or other language or arts programs (past, present, future) etc.? Try to demonstrate the ongoing benefits from this particular program and how the resources created, and funding allocated, will benefit language revitalization work in future years.

All materials created with FPCC funding should be distributed at no cost (perhaps with the exception of printing and mailing costs). If your organization is planning to charge for distribution of these materials, please explain. Accessibility to resources is a mandatory part of this program. Describe how you will ensure that the materials and resources developed are fully accessible to members of the community and other partners.

DEADLINES

Expression of Interest due: December 14, 2023

Please submit your expression of interest online via the FPCC Grant Portal (http://fpcc.ca/login).

ELIGIBLE EXPENSES

Please note that all successful proposals will be subject to instalment payments based on the submitted budget and work plan. There will be a monetary holdback until all satisfactory final reporting is submitted and approved.

What expenses are eligible?
- Salaries and Wages
- Honoraria
- Professional Fees:
    - Maximum $500 per day for contractors (e.g., language consultant/linguist)
    - Contractor/Consultant costs in excess of $500 per day must be covered by alternate funding sources.
    - External Contractors/Consultants:
        - **Costs for external contractors, consultants or service providers must not exceed 30% of the total budget**, including travel, expenses, equipment/materials, software, etc.
        - Costs for external contractors, consultants or service providers in excess of 30% of the total budget may be covered by alternate funding sources. Please see Appendix A for details.
- Equipment Rentals and Purchases
- Resource Materials:
    - Direct printing costs of materials and signage (e.g., for publication of books) or materials specific to program (e.g., tapes, CDs, videos, etc.) – **Please note that materials developed may not be sold for profit.**
- Travel/Transportation:
    - Reasonable and necessary costs only – generally, not more than 10% of the budget (unless you are in a remote, fly-in location, for example).
- Food:
    - Generally, not more than 5% of the budget, with exceptions for language nests, camps, or other projects where multiple participants need to have meals provided during the course of the activities.
- Administration:
    - **Administration costs should not exceed 30% of the total budget** which includes a <u>maximum</u> of 15% for administrative costs such as bookkeeping costs, supplies, facility rentals and office supplies, etc., and an additional 15% for administrative staff wages.

FPCC recognizes that successful delivery of your project requires significant administrative effort, including managing project timelines, budgets, and reporting requirements. Grant funds may be used to hire necessary staff to administrate the project – ensuring that they are given dedicated hours to focus on the project. You may need to hire a new part- or full-time employee exclusively for this project.

The total amount for project administration, including wages and overhead expenses, must be no more than 30% of the total budget.

What expenses/activities are not eligible?*

- Conferences or conference fees for program participants
- Tuition fees
- In-school accredited K-12 programs, including First Nations and non-First Nations or public programs as well as curriculum development for such programs*
- Awards or bursaries
- Teacher certification
- SWAG or promotional materials not related to the language project
- Activities or gatherings not related to the language project
- Activities that do not comply with current provincial COVID-19 guidelines

On-reserve K-12 programming is funded by Indigenous Services Canada and FNESC.

REPORTING

REPORTING REQUIREMENTS

If successful, a Funding Agreement will need to be signed by the organization's signing authority and the First Peoples' Cultural Council. The agreement will outline all the obligations of the grant, including the submission of the following reports:

- **Interim Report** – This report will include a narrative update on the program and an expense summary spanning the first 6 months of the project. This report will be completed via the FPCC Grant Portal.
- **Final Report** – This report will include a detailed narrative summary of the program's outcomes and an expense summary spanning the entire project term. This report will be completed via the FPCC Grant Portal.
- Reporting timelines to be confirmed in early spring 2024.

For financial reporting, <u>we require that Pathways to Language Vitality Program funding be kept separate from other funding sources</u>. We recommend that grant recipients set up a **separate cost centre** in their accounting system to easily and accurately track project-related expenses.

RESOURCES

- [Pathways to Language Vitality Program page](#)
- [FPCC Resource Library](#)

APPENDIX A

Policies on Funding Third Parties
When an eligible candidate proposes to hire an external business, organization or individual which would not be an eligible candidate itself, this is considered a "third party". Third parties may include technology companies, language resource providers, production companies, researchers and consultants.

If you are considering third party involvement, please review our [Check Before You Tech](#) resource for more information.

1. Funding Limit:
Third party costs covered by FPCC grant funding must be limited to no more than 30% of the total grant amount. This limit includes any expenses paid to the third party, such as travel or equipment expenses. If the total cost for the third party is greater than 30% of the total grant amount, the applicant may cover additional costs from other funding sources (not FPCC grants).

Exclusions: Currently, outsourcing of digitization of language materials is excluded from this 30% limit due to the cost of purchasing digitization equipment.

2. Agreement with Third Party:
Candidates intending to use grant funding to hire a third party must have a written agreement in place with the third party. Confirmation of this agreement will be requested when grant funding is offered. The agreement should address issues including but not limited to: copyright and data ownership, intellectual property, accessibility and usage of data (current and future), knowledge transfer, and the term of the relationship with the third party.

3. Skill Building and Knowledge Transfer:
Expressions of interest including third parties must demonstrate a transfer of skills and knowledge from the third party to the community. Please outline in the narrative section of the expression of interest how skill building and knowledge transfer will happen. For example, a third party tech company could teach youth how to maintain an online database or a third party linguist could teach youth how to document Elders.

4. Endorsement:
First Peoples' Cultural Council cannot endorse any third parties or their work and services. Third parties funded through a grant by a grantee cannot claim to be affiliated with FPCC and must not refer to FPCC on their website or on any advertising or other promotional materials to this effect. FPCC funding is provided to grantees who have the right to hire professional services but not for these professional service providers to extend their claim of affiliation beyond their direct contract relationship with the grantee.

For further information, please request to see our full Policy on Funding Third Parties.