



FIRST PEOPLES'
CULTURAL COUNCIL
Arts Program

Arts Strengthening Program

2023/24

Funding Guide

Application Deadline:

September 15, 2023, at 4:30 p.m. PT

Apply on our Grant Portal: www.fpcc.ca/login

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

This program is supported through a partnership with the BC Arts Council and a donation from Margaret A. Cargill Philanthropies. It is also made possible with funding from Government of British Columbia's Ministry of Indigenous Relations and Reconciliation through the First Peoples' Cultural Foundation.



BRITISH COLUMBIA
ARTS COUNCIL



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FIRST PEOPLES'
CULTURAL FOUNDATION



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FPCC COVID-19 GUIDELINES

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.

It is important 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.

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.

Tcwemstwallhká' lap ("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:

- 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](#).



INTRODUCTION

The First Peoples' Cultural Council (FPCC) Arts Program is one of three program areas (i.e., Arts, Language and Heritage) at FPCC and provides financial support to B.C. First Nations, First Nations, Métis and Inuit creatives, with priority given to projects intended for revitalization of the arts, languages, cultures and heritage of B.C. First Nations.

The Arts Program supports creation, development, production, marketing, promotion and distribution of all forms of creative expression. This includes, but is not limited to, ceremonial, visual, performance, music, literary, media, sculpture, carving and weaving. The Arts Program is organized into four areas of program offerings:

- **Arts Strengthening**
 - One-on-one arts mentorships and arts group knowledge transfer
- **Arts Infrastructure**
 - Art space construction or renovation and capacity building for First Nations arts and culture organizations and communities
- **Individual Artists**
 - Scholarships, projects and creative development
- **Music Program**
 - Creation and sharing and industry professionals

Each program area provides support for artists and arts organizations to positively impact creative sovereignty in their respective activities, knowledge transfer, training and professional development.

ARTS STRENGTHENING PROGRAM

How to apply: Applications must be submitted on FPCC's Grant Portal (www.fpcc.ca/login)

Application deadline: September 15, 2023, at 4:30 p.m. PT

Funding term: Projects can take place anytime between September 16, 2023, and December 31, 2024.

Final report: A final report is due one month after the project end date, no later than January 31, 2025.

PROGRAM DESCRIPTION AND FUNDING INFORMATION

The Arts Strengthening Program supports arts revitalization opportunities for one-on-one arts mentorships or arts group knowledge transfer. Projects in this funding stream dedicate attention to the transfer of essential artistic and cultural knowledge to new generations of B.C. First Nations, First Nations, Métis and Inuit artists to support the continuation of significant cultural practices. There are two priority options when applying:



1. One-on-One Arts Mentorships

Objective: This option supports artist apprentices to pursue a one-on-one mentorship with an established artist mentor in their desired creative expression. The following are just some examples of the variety of eligible arts mentorship projects:

- A mentorship in B.C First Nations, First Nations, Métis or Inuit methods in tattooing
- An experienced mentor transferring knowledge, skills and teachings to a group of apprentices wanting to revitalize the practice of canoe carving and designing in their community
- A mentorship for further artistic development in acrylic painting
- A mentorship in creating regalia.

Grant amount: up to \$30,000

2. Arts Group Knowledge Transfer

Objective: This option supports artists and arts and culture organizations in their arts revitalization efforts through group workshops with an established mentor. This option supports cultural creative expressions such as weaving, carving, beading, dancing, storytelling, regalia making and drumming. The following are examples of eligible knowledge transfer workshops:

- An experienced artist teaching 10 beginner wood carvers
- Reclaiming teachings through workshops that transfer weaving, language and cultural knowledge
- A mentor and Knowledge Holder sharing skills in drum making with eight participants
- Hosting workshops to create dance regalia

Grant amount: up to \$50,000

FUNDING TERM

The funding term for the Arts Strengthening Program is as follows:

- Projects can take place anytime between September 16, 2023, and December 31, 2024.
- Projects must be completed by December 31, 2024.
- A final report is due one month after the project end date, no later than January 31, 2025.

PROGRAM ELIGIBILITY CRITERIA

Eligible Applicants

1. One-on-one arts mentorships:

- B.C. First Nations, First Nations, Métis and Inuit creatives. Applicants must be **17 years of age (with a guardian's signature)** or older and residing in B.C.

2. Arts group knowledge transfer:

- B.C. First Nations, First Nations, Métis and Inuit creatives. Applicants must be **19 years of age** or older and residing in B.C.
 - **Please note:** If there is a question about whether an applicant lives in B.C., they may be asked to provide documentation. Proof of residency can include a valid B.C.



services card, a valid B.C. driver's licence or evidence of income taxes paid in the previous year as a B.C. resident.

- B.C. First Nations bands or tribal councils
- Not-for-profit societies registered in B.C. in good standing and 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 First Nations)
- Urban and off-reserve B.C. First Nations, First Nations, Métis and Inuit led organizations (at least 75% of directors identify as First Nations)
- B.C. First Nations schools or adult education centres operating in B.C. on First Nations lands (please note that applications from First Nations schools that serve one community must be submitted through their respective Nation/band office).

Eligible Applicants must:

- Have previous experience or a creative mandate that demonstrates a commitment to their practice
- Demonstrate the support of recognized artists, creatives and cultural or community leaders within First Nations communities they are connected to and that the project affects
- Submit only one application per deadline
- Submit a final report for any previous FPCC grants (if applicable). You will not be eligible to apply until all active grants are closed.

Ineligible Applicants

- Individuals who are not B.C. First Nation, First Nations, Métis or Inuit
- Collectives (if applying as an organization for arts group knowledge transfer, the program only accepts registered societies, see above).
- For-profit organizations and businesses, entities, individuals and commercial ventures
- Previous grant recipients who are in default of the grant reporting requirements. These applicants are ineligible until all required documentation is complete.
- Government organizations, including municipalities
- Individuals with funding for the same project through BC Arts Council
- Universities, colleges and non–First Nations schools
- Religious organizations
- Corporations

New Applicants (for 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 Nations communities as expressed in our mandate and vision. We welcome applications from organizations that have not previously received funding from FPCC, provided you meet the preliminary eligibility for funding.

If you are a new applicant and your project is approved for funding, we will contact you to request additional information. 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 applicants (societies and organizations other than First Nations governments) will be asked to provide documentation confirming their 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.
- All new applicants 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** a letter of support from a Chief or Council member **OR** a letter of support from an established First Nations organization that has a designated mandate from a B.C. First Nation, such as a tribal council, treaty council or designated services society.

Collaboration Is Encouraged

FPCC strongly encourages collaboration. If applying as an organization for arts group knowledge transfer, only one program per band office, tribal council or society/organization will be eligible for funding. If more than one application from the same band office, tribal council or society/organization is submitted, the Peer Review Committee will decide which proposal will receive funding, so it is strongly advised that applicants collaborate and submit one unified proposal. This demonstrates that there is support and consensus for the proposed project, as well as being inclusive and designed with long-term goals in mind.

EXPENSES

Eligible Expenses

- Salaries and wages
- Elder and/or Knowledge Holder consultation fees
- Honoraria
- Equipment costs (up to 20% of funding request)
- Materials and supplies
- Specialized tools (up to 20% of funding request)
- Travel, accommodation and transportation
- Space rentals
- Administration costs (up to 15% of funding request)
- Research and training

Ineligible Expenses

- Expenses that take place before the project begins
- Accumulated deficits, annual operating losses or debt
- In-school accredited K–12 programs, including First Nations and non–First Nations or public programs as well as curriculum development for such programs
- Projects related to post-secondary education
- Capital and business development costs
- Capital renovation costs
- Activities or gatherings not related to the project
- Activities that do not comply with current provincial COVID-19 guidelines



APPLICATION REQUIREMENTS

Applications must be submitted through FPCC's online Grant Portal and include:

- **The name of the key contact person.** This individual must meet the eligibility criteria. The key contact person will be held responsible for the application and subsequent reporting.
- **Your First Nations identity.** Describe your relationship of belonging to the community you are claiming identity with. Include any history, connection and ancestry. If you have any disconnections, describes ways that you hope to shift them.
- **Applicant history.**

For one-on-one arts mentorships, include the following:

- Information about you as an artist, including a biography, CV, resumé, artist statement and/or additional information about you and your connection to your art form
- Mentor information, including a biography, CV, resumé, artist statement and/or additional information about them and their connection to their art form

For arts group knowledge transfer, include the following:

- A description of the applicant, organization, artistic mandate and plans. Include key participants' resúmes, biographies or creative background, including artistic, educational and career accomplishments
- **Project description.** Describe the project for which funds are being requested. Explain your project (who, what, when, where and how). Describe why it is important that you undertake your proposed project now. Include the following in your description:
 - A community engagement plan describing the community you have engaged or will engage with, including any First Nations governments, band councils or First Nations not-for-profit organizations
 - A clear description of how this project is respectful of First Nations cultural protocols, traditions and Indigenous law
- **Workplan.** Please complete the detailed workplan provided in the Grant Portal, including the key activities of your project, what the outcomes will be, when they will happen and who will lead them. Include your project start and end dates.
- **A balanced budget.** Fill in the table provided with descriptions of your anticipated expenses and, if applicable, funding you will receive from other sources. Please include as much detail as possible, including any in-kind contributions (in-kind contributions are given in the form of goods and services and not money. They are recorded in the budget as funds from other sources and not as part of your FPCC funding request).
- **Samples of previous or related work from applicant artist(s) and mentor(s).**
 - Be selective with samples of work and include a maximum of 5 images; 5 minutes of select video or audio recordings in mp3, mp4, or mov format; or 3 pages of writing.
- **A numbered list that clearly identifies and describes the samples.**



- The numbered list should correspond with the numbers or names of your image files and include information such as date, title, materials, size and collaborators. In the case of collaborations and group performances, please identify the roles of participating artists in the work. Example: *1. Eagle, mask, alder wood, 1x2 feet, 2010. Collaborators include John Doe, Amy Doe.*
- **Letters of support. All letters of support must be signed and dated.**

For one-on-one arts mentorships, include **three** current letters of support:

- Letter from the applicant expressing their interest in pursuing this mentorship and detailing their commitment to the project
- Letter from the mentor expressing their interest in pursuing this mentorship and detailing their commitment to the project
- Letter of support for this mentorship from a previous teacher or mentor who can speak to the applicant's character, goals, artistic potential and commitment to their creative expression

For arts group knowledge transfer, include **two** current letters of support:

- Letter from the mentor expressing their interest in and detailing their commitment to the project
- Letter of support for this project from a collaborator, community member, Knowledge Holder or anyone else you feel can speak to the project's creative goals
- **If applying as an organization**, incorporation documents and the most recent annual financial statements
- **If applicable**, existing organizational development planning documents (e.g., marketing or fundraising plans)

GRANT LIABILITY, INSURANCE AND CERTIFICATION

For projects with a hazard of potential personal injury or bodily harm due to high-risk activities, please provide FPCC with proof of the following:

- Comprehensive insurance for at least \$2,000,000
- Adequate certification and licencing if operating a motorcycle, large truck or bus, trailer, snowmobile, boat or other equipment
- Valid driver's licence(s) of operators of a motorcycle, large truck or bus, trailer or boat
- Necessary WorkSafe BC (WSBC) compliance documents, including, before starting work on certain types of construction projects (e.g., a project over \$100,000) submission of a Notice of Project to WSBC
- Any other information reasonably requested by FPCC related to safety and/or liability issues

Probable high-risk project activities may include, but are not limited to, using ATVs, horses, trailers, boats, helicopters or heavy equipment, or activities that involve camping in remote areas, excavation, scaffolding and ladders, or construction. If you are unsure if your project is high risk, please contact the assigned funding program staff person.



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

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. This documentation should be available to FPCC if requested.

FPCC will not consider projects with a high risk of personal injury or bodily harm.

HOW TO APPLY

- Applicants are advised to first read the program guidelines and application form. We encourage you to discuss your project with the Arts Program staff (arrange this discussion by emailing asp@fpcc.ca). Applicants are encouraged to reach out well before the deadline and submitting your proposal.
- Applications must be completed and submitted by the deadline on FPCC's Grant Portal: www.fpcc.ca/login. If you do not have access to the internet, or where accessibility is concerned, please contact Arts Program staff.
- The FPCC Grant Portal is designed for you to work on and save your draft application. Give yourself plenty of time to write your application prior to the deadline.
- Under normal circumstances, applications will only be discussed with the person named as the "applicant" or "primary contact person." Arrangements for FPCC to speak with another person must be requested in writing.
- Applications will not be accepted after the deadline.

PEER REVIEW PROCESS

- Applications submitted by the deadline will be reviewed for completeness by Arts Program staff.
- A Peer Review Committee (PRC) will review all applications and make recommendations. The PRC is a group of respected artists and/or administrators who hold specialized knowledge and expertise in the artistic practices represented in the applications. The PRC carefully reviews the applications alongside program guidelines to ground the review process in the program mandate.
- FPCC reserves the right to require confirmation of other sources of funding prior to releasing funds, to request access to financial records of the project and to require receipts for expenses incurred by the project.
- Funding decisions of the FPCC are final.

NOTIFICATION OF AWARDS

- Applicants will be notified of the results of the application review approximately 12 weeks after the application deadline. Please do not contact staff about your application status during this time.



- Notification will be sent by email to the contact provided in the online application. If you do not receive the notification within this timeline, please check your junk mail folder in case the email has gone there.
- Where possible, we ask successful applicants to acknowledge the support of the FPCC Arts Program on materials produced in relation to the funded project. Logos are available [on our website](#).

PAYMENT OF AWARDS

- Successful applicants will be required to complete a funding agreement through the Grant Portal before receiving funds.
- Payments will be made in two installments: 80% of funding upon receipt and approval of a signed funding agreement and 20% of funding upon completion of the project and approval of a final report.
- FPCC strives to deliver funds as quickly as possible, but this may be delayed by various factors.
- Grants are taxable income and reportable unless you live on reserve. Individuals receiving grants on their own are issued T4As for the year in which the grant payment is processed.

REPORTING REQUIREMENTS

- Successful applicants must submit a final report through the Grant Portal one month after completion of the project and no later than January 31, 2025.
- We suggest that recipients begin working on reporting prior to the project completion and submit as soon as the project is complete – do not wait for the January 31 deadline.

APPLICATION DEADLINE

- September 15, 2023, at 4:30 p.m. PT - Late proposals will be ineligible.

PROGRAM CONTACT

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

Arts Program Coordinator, Nikki Rohani

Email: asp@fpcc.ca

General office phone: (250) 652-5952

Please note that the Arts Program is run by a team of program staff and the asp@fpcc.ca address is monitored by multiple team members.