****

Urban Programming for Indigenous Peoples

**FINAL REPORTING**

Program & Services Project Funding Stream

# Due April 23, 2020

The activities and outputs of the Programs and Services funding stream are to support investments in projects which support transitions to cities from reserves and northern and remote communities, and which attract additional investments to increase participation in the economy. Programs and Services initiatives and projects eligible for funding support are:

* projects that support new and existing general programs and services that serve urban Indigenous peoples that address locally-identified issues, provided that they are not already funded or eligible to be funded by other departments or governments.
* Funding will be eligible in six key areas including:

1. women (such as projects to help women transition out of shelters)
2. vulnerable populations (such as projects for persons with addictions, disabilities, seniors)
3. youth (such as projects that provide land-based activities, mentoring)
4. transition services (such as navigator services)
5. outreach programs (such as cultural awareness training for non-Indigenous organizations)
6. community wellness (such as housing plans or studies, anti-racism, pre-employment supports)

The Programs and Services provides funding support for projects. Funding provided to projects must be for specific activities and is not to be used to support an organization's ongoing operations, is not intended to supplement a shortage of funding under another program or initiative of any order of government, or support an already successful program or initiative, especially as a repetitive delivery offering.

Investments made through the Programs and Services funding stream will reduce barriers, whether real or perceived, to urban Indigenous peoples’ participation in the society by achieving one or more of the following expected results:

* Urban Indigenous community groups and organizations have enhanced capacity to be self-reliant in seeking meaningful partnerships with traditional and non-traditional partners;
* Partners collaborate on policy, program, planning and projects towards improving socio-economic conditions for urban Indigenous peoples, with a focus on Indigenous youth;
* Projects enable and empower urban Indigenous peoples to access available culturally appropriate programs and services;
* Projects ease Indigenous peoples’ transitions to urban centres from reserves and northern and more remote communities;
* Projects attract additional investments and leverage resources, infrastructure and supports available to urban Indigenous peoples.

## For additional information on the UPIP or for assistance in filling the application, please contact:

Contact information: Julie Robertson, [jrobertson@bcaafc.com](mailto:jrobertson@bcaafc.com), 250-388-5522 ext. 217

**Final Reporting Due:** April 23rd, 2020

***Section 1: Project Information***

|  |  |
| --- | --- |
| **Friendship Centre Information** | |
| Organization: |  |
| Contact: |  |
| Address: |  |
| Phone Number: |  |
| Email: |  |
| Fiscal Year: |  |
| Key Project Area: |  |
| Project Title: |  |
| Start Date: |  |
| End Date: |  |
| Total P&S Funds: |  |
| # of Participants: |  |
| # of Women: |  |
| # of Youth: |  |
| # of Vulnerable Persons: |  |
| # of Program Activities: |  |

\*Select **one** Key Project Area from 6 listed on page 2

***Section 2: Programs and Services Final Report***

|  |
| --- |
| **Please complete the following sections. Expand the sections as needed.** |
| **How did your project meet the objective or priority areas of the funding**  **(TIP –** be expansive here – why were the goals important, how did meeting the funding goals help your community, participants, and Centre. Speak to the need in your community that this funding addressed, and how being able to address that need helped**)**  **ANSWER:** |
| **Please provide details on how your project ran (timeline/roll-out,** *even if you attach a calendar, you still must list the timeline including the administrative/program management process***)**  **(TIP:** Questions to answer consider for this section include – How did you advertise your project, how were clients recruited, what were 5-6 highlights of the project, How did you ensure you were sticking to timeline, what impact did this funding have on your Centre and your community**)**  **ANSWER:** |
| **How many clients were satisfied with the services they received from this funding, and how did you collect this information (Survey, Circle) ?** |
| **2 Success stories demonstrating client satisfaction or positive impacts of project (Can be attached as separate word documents):** |

**Send 5 photos as jpegs (not in a word doc/pdf), from your project, and in the email provide 2-3 lines explaining what is happening in each photo.**

***Section 3: Programs and Services Budget***

Please complete the below total listing all actual expenditures for the fiscal. These expenses should reflect the reporting that will be on your separate Project Schedule of Revenue & Expenses that you will be required to submit with your draft audit package on or before August 15th of each year.

|  |  |  |  |
| --- | --- | --- | --- |
| ***Salaries and Benefits*** | | | |
| *Staff Position – list position titles of those covered* | | ***Amount $*** | |
| *1* |  |  | |
| *2* |  |  | |
| *Employee Benefits* | |  | |
| *Salaries and Benefits Total* | |  | |
| ***Total Cost*** | | | |
| Cost Category | | ***Amount $*** | |
| Professional Fees | |  | |
| Honoraria for Elders | |  | |
| Local Travel and Transportation | |  | |
| Meetings | |  | |
| Hospitality | |  | |
| Training and Development | |  | |
| Equipment | |  | |
| Facilities | |  | |
| Translation and Communications | |  | |
| Materials and Supplies | |  | |
| Volunteer Participation Expenses | |  | |
| **Total Direct Costs** | |  | |
| ***Administration/Overhead*** | | | |
| **Cost Category** | | ***Amount $*** | |
| Administration/Staff Time | |  | |
| Organizational Overhead | |  | |
| Cost for preparing financials | |  | |
| **Total Administration/Overhead** | |  | |
| **Expenditures Grand Total** | |  | |
| **Contribution Financial Summary (funding provided from all sources: Federal, Provincial/Territorial and Other.** | | | |
| **Contributor Name** | | ***Amount $*** | |
| *Financial* | *In-Kind (Dollar amount)* |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| **Contributions Total** | |  |  |
| **Contribution Funding Grand Total** | |  | |

***Carry Forward Request: $\_\_\_\_\_\_\_\_\_\_\_\_***

***Section 4: Programs Delivery Feedback***

|  |
| --- |
| **Success Stories & Photos - Please provide 3 success stories and 3 photos in regards to your program funding this year. At least one success story from a participant, and one story from the program manager. Photos should be submitted as .jpeg files** |
| **What was the most successful part of your program roll-out? (***from the project management side, what worked best****)*** |
| **What was the least successful part of your program roll-out? (***from the project management side of things, what difficulties if any, was highlighted to you with this funding?*) |
| **What additional support for your program could the BCAAFC provide to you to increase success in the next fiscal program roll-out?** |
| **Looking into the future, what is your top 3 priority areas for program funding?** |

*Please submit a signed pdf and an unsigned word doc version of this report.*

***5. Signature***

By signing this page, I affirm that the information in this report is accurate, and complete. I agree to submit an annual audited financial statement that will show all sources of funding received including a separate Project Schedule of Revenue and Expenses showing the actuals of this funding.

|  |  |  |
| --- | --- | --- |
| **Signing Authority** | | |
| **Friendship Centre:** | | |
| **First Name** | **Last Name** | **Title** |
| **Signature** | | **Date(YYYY/MM/DD)** |

NOTE: Remember to get your fiscal 2020 application in! Applications will be available by February 1st, 2019 on the BCAAFC UPIP web page.

For more information or questions please contact Julie Robertson, Program Manager by email at [jrobertson@bcaafc.com](mailto:jrobertson@bcaafc.com), or by phone at 250-388-5522 ext. 217