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Urban Programming for Indigenous Peoples

**PROPOSAL**

Program & Services Project Funding Stream

Fiscal [insert fiscal]

BC Association of Aboriginal Friendship Centre

551 Chatham Street Victoria, BC V8T 1E1

Phone: 250-388-5522 Toll Free 1-800-992-2432

Fax: 250-388-5502 Email: reporting@bcaafc.com

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: reporting@bcaafc.com, 250 388 5522

**Application Due: March 1st, 2020**

***Section 1: Organization Information***

|  |
| --- |
| **Friendship Centre Information** |
|  |  | **Fiscal:** | **insert fiscal here** |
| Organization: |   |
| Contact: |   |
| Address: |   |
| Phone Number: |   |
| Email: |   |
| Fiscal Year: |   |
| Key Project Area: |   |
| Project Title: |   |
| Start Date: |   |
| End Date: |   |

***Section 2: Programs and Services Proposal Information***

|  |
| --- |
| **Please complete the following sections. Expand the sections as needed.** |
| **Project Objectives and how they support the priority areas of the funding**:  |
| **[answer here]** |
| **Proposed Activities and Timelines**:  |
| **[answer here]** |
| **Expected Results (Please ensure they meet the funding goals on page 2):**  |
| **[answer here]** |
| **How will this project meet the needs of the clients of your Centre? How will this funding help meeting the goals of your Centre?** : |
| **[answer here]** |
| **If you have financial carry-forward from the previous fiscal, please list it here and provide details on how it will help with this program, and if this is a continuation of programming from the previous year, or if it is a new program**:  |
| **[answer here]** |

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

***For additional information please refer to the Grants and Contributions to Support the Urban Programming for Indigenous Peoples*** [Terms and Conditions](https://www.aadnc-aandc.gc.ca/eng/1386530682712/1386530771640#chp5)***.***

**Eligible expenditures include:**

* salaries and employee benefits
* 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

Expenditures related to hospitality may not exceed [Treasury Board guidelines on hospitality](http://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=27228).
Expenditures related to travel may not exceed [Treasury Board guidelines on travel](http://www.njc-cnm.gc.ca/directive/travel-voyage/index-eng.php).

**Eligible administration costs include:**

* costs of an administrator or other staff time required to support or oversee the project activities and/or administration of the agreement
* organizational overhead and/or infrastructure costs applied to supporting the project activities and/or administration of the agreement, such as office supplies, telephone/fax, postage, rent, audit, insurance and utilities
* costs for preparing financial and other reporting documentation required to be compliant with the agreement to provide funding

**Ineligible expenditures include:**

* stipends for attendance in training, conferences/workshops
* compensation for the recipient's Board member's time in the administration of, or participation in, an initiative
* compensation for an individual's administration of, or participation in, an initiative where they are already receiving compensation (salary, honoraria or per diem) for the same period of time
* international travel
* contingency/miscellaneous fees
* deficit recovery
* purchase of capital assets with a market value in excess of $5,000
* purchase of automobiles, land, or buildings

***Please include any carry forward amount into your budget for the 2021 Fiscal***

|  |  |  |  |
| --- | --- | --- | --- |
| Insert FC Name |   |   |   |
| Program & Services Funding  |   | Fiscal: |   |
|   |   | Carry Forward: |   |
|   |   | Allocation: |   |
|   |   | Budget: | **$0.00** |
| Budget Line Items |   |   | Approved P&S Budget |
| PROGRAM COSTS |   |   |   |
| Salaries and Benefits  |   |   |   |
| Position Title | Wage / Hour | Weely Hours |   |
|   |   |   |   |
|   |   |   |   |
|   |   |   |   |
|   |   |   |   |
|   |   |   |   |
| Eligible Program Expenses |   |   |   |
| Professional Fees |   |   |   |
| Elder Honourarium |   |   |   |
| Travel & Transportation (BC only) |   |   |   |
| Meetings |   |   |   |
| Hospitality |   |   |   |
| Training & Development |   |   |   |
| Equipment |   |   |   |
| Facilities |   |   |   |
| Communications |   |   |   |
| Materials & Supplies |   |   |   |
| Volunteer Participation Expenses |   |   |   |
| Program Expense Totals |   |   | $0.00 |
| ADMINISTRATION COSTS - up to 7% |   |   |   |
| Management Oversight - a portion of costs of an administrator or staff time required to support project. Please provide breakdown  |   |
|   |
| 1) |   |
| 2) |   |
| Overhead - a portion of the organizational overhead and/or infrastructure costs applied to supporting project. Please provide breakdown  |   |
|   |
| 1) |   |
| 2) |   |
| Finance/Audit - costs for preparing financial and other reporting documents required to be compliant with agreement. Please provide breakdown  |   |
|   |
| 1) |   |
| 2) |   |
| Administration Total | $0.00 |
| **TOTAL EXPENSES** | **$0.00** |

***4. Signature***

By signing this page, I affirm that the information in this funding application is accurate, and complete. I agree to submit an annual audited financial statement that will show all sources of funding received, including a project schedule of revenue and expenses.

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