

Ministry of Indigenous

Relations & Reconciliation



**APPLICATION**



Provincial Capacity Funding

**Fiscal 2023/2024**

|  |
| --- |
| BC Association of Aboriginal Friendship Centres |
| 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](mailto:reporting@bcaafc.com)

**Provincial Capacity Funding**

The B.C. Association of Aboriginal Friendship Centres (BCAAFC) is the umbrella association for 25 Friendship Centres throughout the Province of British Columbia.

Friendship Centres play a central role in supporting primarily Indigenous peoples living in urban areas – who may face complex social challenges rooted in colonization and intergenerational trauma. The Centres provide programs and services in the areas of health care, employment, skills training and education, as well as supports for children and families, Elders and youth, mental health supports, among many other crucial social services for the urban Indigenous community in B.C.

**PURPOSE**

Funds will be used to strengthen and improve the way the BCAAFC and the Centres deliver programs and services by improving infrastructure through Information Technology system updates and human-resource development through staff training and recruitment.

Friendship Centres will also seek to increase cultural activities within existing and new programs, leveraging the funding to pursue economic development opportunities, making minor renovations, and expanding overall capacity and operations.

Eligible expenditures are limited to:

* Salaries and employee benefits;
* Professional fees;
* Honoraria;
* Training and development;
* Equipment;
* Facilities; and,
* Capital Renovations and repairs up to $15,000

The BCAAFC will review applications received from each Centre that will include a request for information related to the above expenditures as well as a description on how the funding will be used for programming, capacity development and/or repairs. The BCAAFC will also create a reporting template that Centres will use to report on the utilization of these funds and demonstrate the impact that this new resourcing is having in each respective community.

**OUTCOMES**

Through the delivery of the Services the Province wishes to realize the following outcomes, and the Recipient must use commercially reasonable efforts to achieve them:

* Serious and pressing issues facing Indigenous peoples will decrease, and a long-term transformation of British Columbia’s relationship with First Nations, Métis and Inuit will be furthered.

**REPORTING REQUIREMENTS:**

The Recipient must provide Interim (2nd Quarter) reporting including:

* Cashflow detailing all expenditures from April 1st, 2023 to September 30th, 2023, and projection of use of funds for the remainder of the fiscal year.
* General Ledger for Provincial Capacity expenses showing detailed actual expenditures from April 1st, 2023 to September 30th, 2023.
* Submit a brief narrative report with success story via an online survey component, demonstrating the positive impacts to date associated with Provincial Capacity funding.

The Recipient must provide 3rd Quarter reporting including:

* Cashflow detailing all expenditures from April 1st, 2023 to December 31st, 2023, and projection of use of funds for the remainder of the fiscal year.
* General Ledger for Provincial Capacity expenses showing detailed actual expenditures from April 1st, 2023 to December 31st, 2023.

The Recipient must provide Final reporting including:

* Cashflow detailing actual expenditures for Provincial Capacity Funding from April 1st, 2023 to March 31, 2024, and an annual Project income and expenditure summary which identifies all sources and use of the Project funds during the Term;
* General Ledger for Provincial Capacity expenses showing detailed actual expenditures from April 1st, 2023 to March 31, 2024.
* Provide a Final Narrative Report detailing what the Friendship Centre used their allocation for and what administrative services were provided up to March 31st, 2024 through a narrative report detailing how the funding supported or increased infrastructure and capacity of the Centre, how leveraged funding supported and increased existing programs and services, and success stories demonstrating positive impacts associated with Provincial Capacity funding.
* Provide a minimum of 3 photos pertaining to activities carried out as part of this funding (.jpg/.png format)

The Recipient must provide an Audited Financial Report including:

* A separate project schedule of revenue and expenses for Provincial Capacity, as part of their standard audit financials reporting to the BCAAFC.

**PAYMENT SCHEDULE:**

Payment schedule will be detailed in the contract and is subject to the receipt of funds from MIRR.

**Application Due: March 15, 2023**

|  |  |
| --- | --- |
|  |  |
| Fiscal: | 2023/2024 |
| Organization: | choose friendship centre |
|  |  |
| Infrastructure Improvement |  |
| If you plan to spend Provincial Capacity funds on infrastructure improvements, how will this support/improve/increase existing programs and services? (Ex. Information Technology system updates, minor building renovations) |  |
|  |  |
| Staff Capacity and Development |  |
| If you plan to spend Provincial Capacity funds on staff, how will this support/improve/increase existing programs and services? (ex. staff training, recruitment, expand overall capacity and operations) |  |
|  |  |
| Centre Funding Capacity |  |
| If Provincial Capacity funds will assist your centre to leverage funding and pursue economic development, how will this support/improve/increase existing programs and services? |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Provincial Capacity FY2023-2024** |  |  |  |
|  | **\*Proposed Budget:** | | **$0.00** |
|  |  |  | Proposed Expenses |
| Salaries and Benefits |  |  |  |
| Please list position title | $/Hour | Hrs/Week |  |
| 1) |  |  |  |
| 2) |  |  |  |
| 3) |  |  |  |
| Employee Benefits |  |  |  |
| Salary & Benefits Expense Totals |  |  | $0.00 |
| Program Expenses |  |  |  |
| Professional Fees |  |  |  |
| Honoraria |  |  |  |
| Training & Development (of staff/board, not clients) |  |  |  |
| Equipment |  |  |  |
| Facilities |  |  |  |
| Capital Renovations & Repairs (up to $15,000) |  |  |  |
| Program Expense Totals |  |  | $0.00 |
| **TOTAL PROPOSED EXPENSES** |  |  | $0.00 |

***\*The above proposed budget is for application purposes only. Actual ‘Approved Budget’ will be determined after the application process and may differ from above.***

***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.

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

*“We gratefully acknowledge the financial support of the Province of British Columbia*

*Through the Ministry of Indigenous Relations and Reconciliation’.”*