

First Citizens Fund

**APPLICATION**

Friendship Centre Program Funding Stream

**Fiscal 2024/2025**

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| 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) |

“We gratefully acknowledge the financial support of the Province Of British Columbia through the Ministry of Indigenous Relations and Reconciliation”.

**First Citizens Fund – Friendship Centre Program**

**The Initiative**

The purpose of the Initiative is to support Aboriginal community cultural, economic and educational development.

The objective is “***To assist Friendship Centres to deliver a range of social, recreational and cultural programming to Aboriginal people living in urban areas.”***

The recipient will provide an annual application provided by the Association that outlines the programs delivered.

At the project end, the recipient will provide an annual narrative, success stories, photos and statistical report on the Friendship Centre and the programs delivered.

**Reporting Requirements**

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

* Cashflow detailing all expenditures from April 1st, 2024 to September 30th, 2024, and forecasted expenditures from October 1, 2024 to March 31, 2025.
* General Ledger for First Citizens Fund expenses showing detailed actual expenditures from April 1st, 2024 to September 30th, 2024.

The Recipient must provide Final reporting including:

* Cashflow detailing actual expenditures for First Citizens Fund from April 1st, 2024 to March 31, 2025.
* General Ledger for First Citizens Fund expenses showing detailed actual expenditures from April 1st, 2024 to March 31, 2025.
* Provide a Final Narrative Report detailing what the Friendship Centre used their allocation for through a narrative report detailing programming type, positions funded, how the funding supported increased services and programming of the Centre, and Success Stories.
* 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 First Citizens Fund, as part of their standard audit financials reporting to the BCAAFC.

**Application due date: March 15, 2024**

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| Fiscal: | 2024/2025 |
| Friendship Centre: | choose friendship centre |
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| First Citizens Fund - Friendship Centre Program Overview |  |
| If FCF will fund a single specific program, please provide the program name. |  |
| If FCF will partially fund more than one program, please indicate if it will contribute to all programs or multiple programs (2 or more). |  |
| List all of the following service types that will utilize FCF funds. (Health, Anti-Violence, Education/Training/Career, Personal Supports, Arts and Culture) |  |
| How will this funding support/improve/increase existing programs and services at your Centre? |  |

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| First Citizens Fund - Friendship Centre Program FY2024-2025 | |
| **\*Proposed Budget:** | $0.00 |
| Eligible Budget Items | Proposed Expenses |
| Salaries and Benefits |  |
| Professional Services/Consulting Fee |  |
| Meeting Space |  |
| Training |  |
| Travel |  |
| Program Supplies |  |
| 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.***

**Authorized Signature**

By signing this page, I certify that all the contents of this application are accurate, true 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** | |
|  |  |
| Executive Director Name (Please Print) | Executive Director Signature |
|  |  |
| Date |  |

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