

BC Association of Aboriginal
Friendship Centres

BCA AFC

Request for Proposals – New Membership Intake

Background

Located within the territory of WSÁNEĆ (Saanich), Lkwungen (Songhees) and Wyomilth (Esquimalt) peoples, the BC Association of Aboriginal Friendship Centres (BCA AFC) is the umbrella association for all BC Friendship Centres. BCA AFC works collaboratively with its members to strengthen this network, advance shared priorities, and advocate for equitable access to culturally grounded services throughout the province.

Responding to the unique needs of each community they serve, Friendship Centres deliver a broad range of programs designed to improve the wellness of urban Indigenous people, including early years and family supports, youth programming, cultural supports, education and employment services, housing and homelessness supports, justice initiatives, health and wellness programs, mental health and substance use services, Elders programming, and community events. In addition to delivering essential services, Friendship Centres foster cultural connection, strengthen community belonging, and advance self-determination by creating spaces where Indigenous people can access supports that reflect their cultures, values, and lived experiences.

Today, there are 24 Friendship Centres across British Columbia, collectively representing more than 1,200 employees, over 600 community partnerships, and more than one million client interactions each year.

Purpose

The BC Association of Aboriginal Friendship Centres (BCA AFC) invites eligible urban, rural, and northern Indigenous organizations to submit proposals for membership in BCA AFC.

Membership in BCA AFC represents a commitment to strengthening urban, rural, and northern Indigenous communities through culturally grounded services, strong governance, accountability, and participation in the Friendship Centre Movement.



BCAAFC seeks organizations that demonstrate alignment with the purposes of BCAAFC, the National Association of Friendship Centres (NAFC) Friendship Centre Program Criteria and Guidelines, and the BCAAFC Member Standards.

Membership Eligibility

As outlined in the BCAAFC Bylaws, section 2.4, organizations seeking membership must:

- a. be a not-for-profit entity incorporated under the laws of British Columbia or Canada;
- b. operate an urban, rural, or northern Indigenous organization in British Columbia;
- c. have received, for the two years prior to application, an unqualified opinion from an auditor;
- d. have a Board that consists of a majority of persons who are Indigenous; and
- e. demonstrate an interest advancing the purposes and supporting the activities of the Association.

The BCAAFC member application process is intended to demonstrate how the applicant meets the membership eligibility requirements set out in the BCAAFC bylaws.

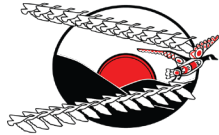
Proposal Requirements

Applicants must submit the following to CelesteH@bcaafc.com by noon on August 2, 2026:

- a. **Organizational Information**
 - Legal name of organization
 - Incorporation number
 - Registered office address
 - Website and contact information
 - Year established
 - Board Chair and Executive Director contact information
 - Catchment area for service delivery
- b. **Governance Documentation**
 - Constitution and Bylaws
 - Current Board member list, with terms
 - Board Procedures Manual and/or Governance Policies
 - Most recent AGM minutes



- Description of Board election processes
- c. Organizational Health and Capacity**
- [Completed BCAAFC Organizational Health Self-Assessment](#)
 - Organizational chart
 - Strategic Plan (if available)
 - Human Resources Policy Manual and/or policies
 - Annual Report (if available)
- d. Financial Documentation**
- Audited financial statements for the previous two fiscal years
 - Current operating budget
 - Summary of funding sources
 - Description of financial controls or copy of Financial Policy Manual
- e. Compliance Documentation**
- Certificate of Good Standing issued by BC Registry Services
 - Proof of insurance coverage
 - Proof of incorporation
- f. Community Impact**
- Description of programs and services
 - Description of the urban, rural, or northern Indigenous population served
 - Evidence of service delivery for a minimum of two years
 - Description of community partnerships
 - Letters of support from community partners (optional but encouraged)
- g. Alignment with Friendship Centre Movement**
- Organizational vision and purpose
 - Relationship to urban, rural, or northern Indigenous communities
 - Cultural programming and practices
 - Alignment with Friendship Centre values and principles
 - Contribution to the provincial Friendship Centre network



Assessment Process

Stage 1 – Administrative Review

BCA AFC staff will review submissions for completeness and confirm that all required documentation has been provided.

Stage 2 – Membership Review

A Membership Review Committee appointed by the Board will assess applications against the membership criteria.

The Committee will include:

- Board representatives;
- Elders Council representatives; and
- BCA AFC staff.

Stage 3 – Organizational Review

The Committee may:

- Conduct interviews with Board and staff leadership;
- Request additional documentation;
- Conduct a site visit; and/or
- Meet with community partners and stakeholders.

Stage 4 – Recommendation

The Membership Review Committee will prepare a written recommendation for the BCA AFC Board of Directors.

Stage 5 – Board Decision

The Board may:

- Approve full membership by special resolution;
- Defer a decision pending additional information; and/or
- Decline the application.



Evaluation Criteria

Applications will be assessed using the following framework:

Category	Weight
Governance Capacity	25%
Financial Sustainability	20%
Organizational Health	20%
Community Impact and Service Delivery	20%
Alignment with Friendship Centre Values	15%

Membership Expectations

All Members agree to:

- Uphold BCA AFC Bylaws and NAFC standards;
- Adhere to BCA AFC Member Standards;
- Participate in BCA AFC activities and meetings;
- Maintain organizational good standing as per BCA AFC bylaws, and BC Societies Act;
- Submit required annual documentation;
- Comply with confirmed program agreement requirements; and
- Support the collective advancement of urban, rural, and northern Indigenous communities and the Friendship Centre Movement.

Annual Compliance Requirements

Members shall provide updated documentation to BCA AFC as required, including:

- Certificate of Good Standing;
- Updated governance documents;
- Audited financial statements;
- Changes to bylaws or organizational structure; and
- Other documentation as required by the Board.

BCA AFC will work collaboratively with Members to support ongoing compliance and organizational development.



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Timeline

Submission Deadline	August 2, 2026 at noon
Membership Review Period	August 3 to 14, 2026
Site Visits and Interviews (if required)	August 17-21, 2026
Board Decision	August 26, 2026
Notification to Applicants	August 28, 2026

Contact

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Celeste Hayward, Executive Director
BC Association of Aboriginal Friendship Centres