



FIRST NATIONS CONFEDERACY OF CULTURAL EDUCATION CENTRES 2023-2024 CALL FOR FIRST NATION LANGUAGES PROPOSAL APPLICATIONS Indigenous Languages and Cultures Program¹

The Indigenous Languages and Cultures Program is a Canadian Heritage funding program. The First Nations Confederacy of Cultural Education Centres (FNCCEC) is working in collaboration with Canadian Heritage on Indigenous languages. The FNCCEC is the Regionally Designated Organization for First Nation languages in Ontario.

FUNDING GUIDELINES

SECTION 1: Funding Program

The First Nation Confederacy of Cultural Education Centres is accepting proposal funding applications for the Indigenous Languages and Cultures Program from First Nation communities or First Nation organizations in Ontario. The 2023-2024 Call for Applications to the Indigenous Languages and Cultures Program consist of three (3) funding streams: Single Year; Multi-year, and Ongoing Programmatic Funding.

Stream 1: Single Year

- Funding to support First Nation communities and First Nation organizations to develop a language plan. The development of a language plan is the **only** eligible activity under this funding stream.

Stream 2: Annual and Multi-Year

- Funding to support language revitalization projects. Project-based funding that can range from one (1) year and up to five (5) years (2023-2028) for language projects and activities. An example of an eligible activity under this funding stream is language plan/strategy; needs assessment; language classes; land-based learning. Stream 2 is also for applicant's who are interested to apply for single year funding rather than multi-year.

Stream 3: Ongoing Programmatic Funding

- Ongoing programmatic funding is to provide support for up to five (5) years (2023-2028) for First Nation communities and/or First Nation organizations **that have a long-term language plan or work plan in place and a minimum of two years of experience in providing First Nation languages revitalization services.**
- This funding stream is similar to core funding and allows for the operation and maintenance for ongoing activities. In order to be eligible for this funding stream applicants must already have a language plan developed.
- Funded applicants will be required to complete a survey of interest to assess capacity eligibility for the establishment of predictable, long-term, flexible, and sustainable funding.

¹ The Indigenous Languages and Cultures Program is Canadian Heritage's Indigenous Languages Component (ILC). The FNCCEC is working in collaboration with Canadian Heritage on Indigenous Languages, whereas FNCCEC is the delivery agent specifically for First Nations languages in Ontario. First Nation is one of the three distinct peoples who fall under the term "Indigenous".

CALL FOR APPLICATION

The FNCCEC ILC is specifically for First Nation languages for First Nations in Ontario.

Inuit or Metis organization / group / community must send their application directly to Canadian Heritage. Please contact Canadian Heritage for information on where to send your application.

Eligible applicants in Ontario who wish to submit a proposal application for single year 2023-2024; annual or multi-year 2023-2028; and ongoing programmatic funding, **please read the following vital application information.**

SECTION 2: WHO IS ELIGIBLE TO APPLY

For the purpose the FNCCEC-ILC Funding Program, First Nations are defined as those who are legally and federally recognized in Canada under the *Indian Act*, and/or Treaties recognized and affirm by section 35 of the *Constitution Act, 1982*.

2.1: WHO IS ELIGIBLE TO APPLY (specific to Ontario)

- a. First Nations Communities / Governments / Bands / Tribal Councils
- b. First Nation cultural, language and education centres
- c. Band or Tribal Council operated education institutions
- d. First Nation community-based groups such as ad-hoc committees delegated to perform specific language work
- e. First Nation led institution including their accredited programs
- f. First Nation not for profit organizations (incorporated and unincorporated) includes community based and urban
- g. Urban First Nation not for profit organization who provide services for the urban based First Nation population. The urban First Nation organization must provide:
 - i) Letter of Support from a First Nation Band Council OR First Nation Tribal Council;
 - ii) The organization must demonstrate how the First Nation urban community members will be involved with the project activity and how the **First Nation** members will benefit from the project activity; and,
 - iii) The organization's budget must demonstrate the project funding will not result in income generation for the sole benefit of the organization, ie: offsetting overall operational costs of the organization or to supplement loss revenue from other funding source; or to hire new staff.

2.2: One Application Per Eligible Applicant

Only one proposal application per applicant. More than one application will not be accepted. Should an eligible applicant submit more than one application, the first application received by FNCCEC will be accepted. The subsequent application(s) will be returned to the applicant.

2.3: Who is not eligible to apply:

- Individual applicants
- Public institutions (includes provincial schools and post secondary)
- For profit organizations
- Provincial / Territorial / Municipal / Federal government and their agencies
- Previous applicants funded by FNCCEC ILC or Canadian Heritage ILC who have incomplete or outstanding reporting
- Non-Indigenous and Indigenous Not for Profit organizations and agencies

- Non-Indigenous agencies
- Any organization outside of Canada

SECTION 3: Program Objective and Expected Results

The objectives of the Program are to:

- Strengthen First Nation cultural identity.
- Support the efforts of First Nation peoples to reclaim, revitalize, maintain and strengthen First Nation languages and cultures.
- Support the efforts of First Nation communities and First Nation organizations to reclaim, revitalize, maintain and strengthen First Nation languages; and
- Create new First Nation language speakers, increase immersion opportunities, increase use of First Nation languages, and the documentation of First Nation languages.

Expected results:

- First Nation communities have access to funding to deliver activities that incorporate First Nation languages;
- First Nation individuals and groups are engaged in activities that strengthen First Nation languages; and
- First Nation individuals and groups are engaged as an integral part of Canadian society and embrace and share their languages with other Canadians.

SECTION 4: ELIGIBILITIES

4.1: Eligible activities must be community based and community led language projects. Activities must be either participatory or resource or a combination of both.

4.2: ELIGIBLE ACTIVITIES:

1. Development of a strategic Language Plan.
2. Land based language and cultural activities involving elders, knowledge keepers, language speakers, ie: hunting, trapping, medicine harvesting, canoe and basket making, community land history, ecology teachings.
3. Intergenerational transmission of cultural knowledge of Elders, knowledge holders, ceremonial leaders to children and to youth, ie: ceremonies, cultural teachings, cultural and language workshops, language gatherings.
4. Language Lessons for children, youth, families and / or for adult learners, ie: language nests, classroom or community setting, virtual lessons or language workshops.
5. Language Development using technology such as APPS or online language delivery, or any other kinds of media tools.
6. Language Banking such as but not limited to archiving, video / cd productions, recording of elders and language speakers.
7. Language Resource Development such as but not limited to language lesson plans, dictionaries, booklets, resource development can also include resources for language planning such guidebooks, manuals and/or templates.
8. Language research, studies, community language assessment, development of language policy and evaluation measures.
9. Capacity building in language reclamation, promotion, revitalization, maintenance and sustainability.

10. Cultural education skills activities, language workshops, ceremonies, healing and wellness.
11. Training and Mentorship, ie: training and mentoring teachers and learners, train and mentor community language planning, training language speakers to become language teachers.

4.3: PRIORITY Activities - priority will be given to:

1. Language Plan Development
2. Land based language and cultural activities involving elders, knowledge keepers, language speakers
3. Transmission of cultural knowledge by Elders, knowledge holders, ceremonial leaders to children and to youth, ie: ceremonies, cultural teachings, cultural and language workshops
4. Language lessons for children, youth, families and / or for adult learners, ie: language nests, classroom or community setting, virtual lessons or language workshops
5. Language development using technology such as APPS or online language delivery, or any other kinds of media tools
6. Cultural education activities, ie: ancestral life skills, language workshops, ceremonies, healing and wellness.
7. Language Training and Mentorship

4.4: First Nation Languages

An eligible applicant's activities can focus primarily on the respective ancestral language of the nation / community; or a combination of different First Nation languages.

4.5: Multi-Distinction Activities – Not Eligible

If an eligible applicant's proposed activities are a combination of a First Nation language and the Inuit language and/or Michif, please submit your application directly to Canadian Heritage, the department is responsible for multi-distinction applications.

SECTION 5: ACTIVITY EXPENSES

5.1: Eligible Expenses

- Wages specifically related to project activity such as coordinator or project lead
- Professional Fees (honoraria) for elders, knowledge keepers, language speakers
- Contractors / Consultants Fees: A maximum of 10% of the total budget / request in funding (consultants fees cannot be the only expense for the project)
- Professional language development and language training programs
- In exceptional cases, stipend set at \$50.00 per month for the duration of the project activity for participation in community-based language classes or workshops or land based educational activities, however, to a maximum of 15% of the total budget / request in funding
- Equipment purchases such as computers, cameras required for project activity: purchases cannot exceed 15% of the total budget / request in funding
- Production of technology / media and language applications, such as Language APP, to a maximum of 30% of the total budget / request in funding
- Rent and utilities related to the project activity
- Supplies and resource materials related to project activity
- Photocopying and printing related to project activity
- Communication and translation services
- General liability insurance

- Costs associated with information technology internet, website fees, including purchases and update of hardware and software
- Travel expenses – must not exceed the rates set by Treasury Board (refer to treasury board site for rates)
- Administrative cost cannot exceed 15% of the total budget / request in funding and must be related to the coordination of the project such as bookkeeping service, office supplies, telephone, fax, utilities, postage fees, photocopying, printing, rent for office space, audit, legal, translation.

5.2: Time Period for Expenses:

- i) Eligible expenses for Single Year funding must be incurred between April 1, 2023 to March 31, 2024.
- ii) Eligible expenses for Multi-year funding must be incurred between April 1, 2023 up to March 31, 2028.
- iii) Eligible expenses for Ongoing Programmatic funding must be incurred between April 1, 2023 to March 31, 2028.
- iv) FNCCEC is not responsible for any expenses incurred prior to April 1, 2023.
- v) FNCCEC is not responsible for any expenses incurred for your project before you receive written confirmation from FNCCEC of funding approved for the funding year, any expenses incurred is at your own risk.
- vi) Applicants who are not successful in receiving ILC funding but decide to engage in activities - this is at the discretion of the applicant to do so, importantly, the FNCCEC is not responsible for the work or any of the expenses incurred by non-funded applicants.

5.3: Ineligible Expenses are:

- Capital construction and renovations or repairs
- Salaries and honoraria for board members in the delivery of regular operations
- Travel outside of Canada
- Start up and/or operational costs for business ventures or development of cultural and professional industries
- Support for development of cultural and professional industries or institutions
- Research fees, operational and administrative costs of an organization and institution existing or newly created programs and studies
- Attendance in post secondary academic courses offering language lessons
- In school K-12 programs (includes First Nation and non First Nation schools and public programs)
- Teacher certification
- Conferences or conference fees or travel to conferences
- Awards or bursaries
- Contingency and miscellaneous fees
- Deficit recovery
- Volunteer hours
- Charitable donations

SECTION 6: PROJECT FUNDING

6.1: PROJECT TIME

FNCCEC strives to deliver funds as early as possible. Delay in funding results by various factors such as when Canadian Heritage releases the funds to FNCCEC; and / or the delay of the applicant in signing and returning the Funding Agreement to FNCCEC. Funds will not be released without a duly signed funding

agreement by both parties and when FNCCEC receives the funding from Canadian Heritage. *Please Note: It is advisable to wait for written confirmation of funding before commencing your project activity. Eligible expenses can be incurred even if project activities have commenced after April 1, 2023 (retro of incurred expenses to April 1, 2023).*

SECTION 7: FUNDING

7.1: Single Year 2023-2024:

- The only eligible activity is the development of a strategic Language Plan. The project funding is up to \$200,000.00.

7.2: Annual and Multi-Year 2023-2028:

- The project funding is up to \$150,000.00 per year. Budget request exceeding \$150,000.00 per year will not be accepted.
- Activities must be either participatory or resource or both. There is no limit to the number of activities to pursue, however, total expenses/budget cannot exceed \$150,000.00 per year.
- Applicant is to submit a budget identifying the proposed activities and expenses for each activity listed.

7.3: Ongoing Programmatic Funding:

There is no set funding, however, in order for FNCCEC and Canadian Heritage to assess how much funding should be dedicated to ongoing programmatic funding as well as determine the pace of transition from proposal-based funding to ongoing programmatic funding, what would be the level of ongoing programmatic funding your First Nation community or First Nation organization requires to implement its language plan over the next five years? Please provide an **estimate** of your funding needs.

SECTION 8: HOW TO APPLY AND APPLICATION DEADLINE

8.1: Proposal Application Package:

Applicant must use the Application Forms and Appendixes and must submit a complete proposal application package which consists of mandatory forms:

1. Supporting documents listed in the Application Checklist (Annex A)
2. General Application Form (Annex B)
3. Annex C: Organization Overview
4. Appendix 1: if you are applying for Stream 1: Language Plan Development
5. Appendix 2: if you are applying for Stream 2: Single Year or Multi-Year
6. Appendix 3: Survey of Interest – if you are applying for Ongoing Programmatic Funding – please read carefully the information and answer the questions in Appendix 3
7. Annex D: Declaration
8. Annex E: Budget Template
9. Unincorporated Application Acceptance of Liability Form (if applicable, fill in template and sign)
10. Voided Cheque
11. If urban- based First Nation organization applying – see Section 2.1 (g)

PLEASE NOTE: Applicant must provide in the application form(s), the official/legal name of the applicant community /organization /ad-hoc group. The FNCCEC requires the legal name to issue funding agreements and cheques. All correspondence and cheques will be mailed via Canada Post, therefore, the most current and correct address including a P.O. Box number (if applicable) and postal code is required, please ensure the complete address is identified in the application form(s).

8.2: Applications will not be accepted if any **mandatory forms and supporting documents** are not included or not completed in the application submission. It is the responsibility of the applicant to ensure all mandatory information is completed and included in the application, and you have signed the specific areas.

8.3: Multi-Distinction and Indigenous - WILL NOT BE ACCEPTED BY FNCCEC

If an eligible applicant's proposed activities are a combination of a First Nation language and the Inuit language and/or Michif, please submit your application directly to Canadian Heritage, the department is responsible for multi-distinction applications. Inuit or Metis community / group / organization, who are interested to apply to the ILC funding, you must send your application directly to Canadian Heritage.

SECTION 9: RELEVANT INFORMATION: Limits / Decisions / Responsibilities

1. Submission of an application by an eligible applicant does not guarantee funding.
2. Submission of an application by an ineligible applicant will be returned to the applicant, and, an ineligible applicant includes applicants who do not meet application requirements, deadline submission date and time.
3. Only one application per applicant. Should an eligible applicant submit more than one application, the first application received by FNCCEC will be the one accepted for review (provided it is a complete application with all mandatory requirements). Any subsequent application(s) will not be assessed and will be returned to the applicant.
4. FNCCEC reserves the right to target funding to specific priority activities.
5. The decisions regarding eligibility and funding amounts are final.
6. FNCCEC is not responsible for any expenses incurred for your project before you receive written confirmation from FNCCEC of funding approved for the funding year, any expenses incurred is at your own risk.
7. Applicants who are not successful in receiving ILC funding but decide to engage in activities - this is at the discretion of the applicant to do so, the FNCCEC is not responsible for the work or any of the expenses incurred by non-funded applicants.
8. FNCCEC is not responsible for any application sent directly to Canadian Heritage by the applicant and is then not provided by Canadian Heritage to the FNCCEC by the FNCCEC specified application deadline date and time. It is the responsibility of the applicant to ensure that FNCCEC receives its application by the deadline date and time specified by FNCCEC regardless of where to and how the applicant sent its application.
9. Should FNCCEC receive a multi-distinction application, FNCCEC is not responsible to send the application to Canadian Heritage.

SECTION 10: APPLICATION DEADLINE DATE & TIME

The deadline to submit a proposal application for the 2023-2024 Call is **FRIDAY MAY 26th, 2023 at 5:00 P.M. (Ottawa, Ontario local time).**

Proposal Applications can be sent by EMAIL or by MAIL (Canada Post).

Late applications submitted by email or by mail are ineligible and will not be accepted.

BY EMAIL

Email application to: ILCProgram@fnccec.ca

Deadline Date and Time: FRIDAY, MAY 26th, 2023 at 5:00 P.M. Ottawa, Ontario time zone.

Please ensure proposal application is emailed **NO LATER than FRIDAY, MAY 26th, 2023 AT 5:00 P.M. Ottawa time**

No applications will be accepted after this date and time. Late applications will be returned to the applicant.

If the applicant's local time zone is different from Ottawa time zone, it is the applicant's responsibility to take note of difference in time zone and ensure application is submitted by 5:00 P.M. Ottawa time.

FNCCEC email system will confirm the date and time the email was sent by applicant and received by FNCCEC.

BY MAIL : Canada Post

Mail application to:

FNCCEC Language Secretariat
666 Kirkwood Avenue, Suite 302
Ottawa, Ontario K1Z5X9

APPLICATIONS BY MAIL MUST BE POSTMARK STAMPED BY CANADA POST ON OR BEFORE 5:00 P.M. (Ottawa time) FRIDAY, MAY 26TH, 2023

AN APPLICATION POST MARK STAMPED AFTER 5:00 P.M. FRIDAY, MAY 26TH, 2023 WILL NOT BE ACCEPTED and will be returned to the applicant. *It is advisable to email or call FNCCEC to inform the office your application was mailed.*

IMPORTANT:

FNCCEC is not responsible for any application sent directly to Canadian Heritage by the applicant and not provided by Canadian Heritage to the FNCCEC by the FNCCEC specified application deadline date and time. It is the responsibility of the applicant to ensure your application is received by FNCCEC by the specified date and time set by FNCCEC.

INQUIRIES OR ASSISTANCE

Should you have any questions or require assistance with the application forms, please contact Frankie Cote, Director of Languages, either by email to ILCProgram@fnccec.ca or by phone 613-728-5999.

We look forward to receiving your application to the FNCCEC 2023-2024 ILC Call for Proposals
Kitchi Megwetch / Thank you