



**FIRST NATIONS CONFEDERACY OF CULTURAL EDUCATION CENTRES
2024-2025 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 2024-2025 Call for Applications to the Indigenous Languages and Cultures Program is a **Single Year Call**. The Single Year 2024-2025 ILC Funding is to support language revitalization projects. Project-based funding for language projects and activities. An example of an eligible activity is language plan/strategy; needs assessment; language classes; land-based learning; language resource development.

The ILC Single Year 2024-2025 Call for Proposals two (2) funding streams:

- Stream 1: Language Plan Development.
- Stream 2: Proposal Based Participatory and/or Resource Activities.

Applicants can only apply for one stream.

PRIORITY

Funding to support First Nation communities and First Nation organizations to develop a language plan AND applicants who are not currently receiving funding from the FNCCEC will be given PRIORITY.

CALL FOR APPLICATION

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

Eligible applicants in Ontario who wish to submit a proposal application for single year 2024-2025, **please read the following vital application information. It is mandatory to use FNCCEC General Application Form – Annex B, and Budget Template – Annex E.** FNCCEC will not accept proposals using Canadian Heritage’s application form.

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”.

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 organization, and must provide the three mandatory requirements:
 - i) Letter of Support from a First Nation Band Council OR First Nation Tribal Council;
 - ii) The organization must identify First Nation participants and 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 and One Funding Stream 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. Should an applicant apply for both funding streams: language plan development and proposal based activities, the language plan development activity will be given priority for assessment, the proposal based activities will not be considered for assessment.

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 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, resources development, 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, 2024 to March 31, 2025.
- ii) FNCCEC is not responsible for any expenses incurred prior to April 1, 2024.
- iii) 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.
- iv) 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, 2024 (retro of incurred expenses to April 1, 2024).*

SECTION 7: FUNDING

7.1: Single Year 2024-2025:

- Project funding for Stream 1: up to \$200,000.00 (development of a language plan activity)
- Project funding for Stream 2: up to \$150,000.00 (participatory and/or resource activities)
- Budget request exceeding the amounts specified above 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**
- Applicant is to submit a budget identifying the project activities and expenses for each activity listed
- Applicant cannot apply for both funding streams

SECTION 8: HOW TO APPLY AND APPLICATION DEADLINE

8.1: Proposal Application Package:

Applicant must use the Application Forms and Appendices 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 includes Appendix 1 if applying for funding to support language plan development; Annex B includes Appendix 2 if applying for proposal based activities)
3. Annex C: Organization Overview
4. Annex D: Declaration
5. Annex E: Budget Template
6. Unincorporated Application Acceptance of Liability Form (if applicable, fill in template and sign)
7. Voided Cheque
8. If urban- based First Nation organization applying – see Section 2.1 (f) for mandatory requirements

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.

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 also includes applicant who does not meet application requirements, deadline submission date and time.
3. Only one application and only one funding stream 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. Should an applicant apply for both funding streams: language plan development and proposal based activities, the language plan development activity will be given priority for assessment, the proposal based activities will not be considered for assessment.

4. **FNCCEC reserves the right to target funding to specific priorities.**
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 2024-2025 Call is **FRIDAY JUNE 28, 2024 at 5:00 P.M. (EST, Ottawa, Ontario local time).**

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

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

BY EMAIL

Email application to: ILCProgram@fnccec.ca

Deadline Date and Time: FRIDAY, JUNE 28TH, 2024 at 5:00 P.M. EST Ottawa, Ontario time zone.

Please ensure proposal application is emailed **NO LATER than FRIDY JUNE 28TH, 2024 AT 5:00 P.M. EST 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. EST 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 or Courier Service

Mail / Courier 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. (EST Ottawa time) FRIDAY, JUNE 28TH, 2024. If sending by courier, please make sure the package is delivered to FNCCEC office by deadline date and time.

AN APPLICATION POST MARK STAMPED AFTER 5:00 P.M. EST FRIDAY, JUNE 28TH, 2024 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 (office) or 819-230-6432 (cell).

We look forward to receiving your application to the FNCCEC 2024-2025 ILC Call for Proposals
Kitchi Megwetch / Thank You