



**FIRST PEOPLES'**  
CULTURAL COUNCIL

## **Braided Infrastructure Program (BIP) Application Form**

**\*YOU MUST COMPLETE EACH SECTION\***

### **Section 1: Applicant Information**

(Please ensure the organization name you provide is the official/legal name for banking purposes)

Legal name of eligible organization (B.C. First Nation or Tribal Council or B.C. FN-led not-for-profit society):

Society or Charitable # (if applicable):

Primary contact name:

Organization's street address:

Primary contact title/position:

Mailing address (if different):

City:

Province:

Postal code:

Primary contact's telephone #:

Primary contact's email address:



Which BC First Nation(s) is affiliated with the organization applying?	What BC First Nation(s) community(ies) will be served?
Will your work be carried out at or near the address listed on your application? (If no, please provide the nearest postal code for the area where the work will be primarily delivered).	Will this program operate in a city or urban area? (An urban area is defined by Stats Canada as a settlement with a population of 1,000 or more).
Please provide the anticipated total of project participants that will take part in the program:	Please provide an estimate for the number of people who will be employed <b>Full-time</b> with the funding provided by FPCC for this project:
Please provide the anticipated total mentorship opportunities with this program:	Please provide an estimate for the number of people who will be employed <b>Part-time</b> with the funding provided by FPCC for this project:
<p>Have you received a previous FPCC Grant(s): <input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b> If yes, name Grant Program(s): _____</p> <p>Final Report Submitted: <input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b>      Year: _____</p> <p>Do you have any outstanding reports: <input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b>      Year: _____</p> <p>Do you have previously completed large-scale projects? <input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b>      Year: _____</p> <p>If yes, name the large-scale project(s): _____</p>	



## Section 2: Project Information

(Projects must be completed by July 12, 2024)

Project title:

Project summary:

Project start date:

Project end date:

Construction start date:

Construction end date:

Total project budget:

\$

FPCC Funding Requested:

\$



### Section 3: Project Information

**Describe the project** for which funds are being requested.

a) What are the intended objectives of your project? (Describe how your infrastructure project braids together arts, culture, heritage, and languages)

b) What activities will you undertake? (Please include activities and their general tasks, their expected duration, timeline, and expected completion date)

c) Have you or will you engage in public consultation for this project? (Please describe any engagement with communities to determine need, scope, and concept for project).



d) Who are your project partners or key participants (as applicable)?

e) Who will own the completed project?

f) How will the project be maintained after this project is completed?



#### **Section 4: Risks & Mitigation (including COVID-19 Health & Safety Precautions)**

In detail, please identify any project risks (social, financial, environmental, human resources, timeline, additional impacts of COVID-19) and the mitigation strategies to address each of these risks (*e.g. if your project does not have public support, a risk strategy might be to hold public consultation, if not already held.*) Please refer <https://fpcc.ca/covid-19-resources/> for FPCC's most current COVID-19 guidance.



**Section 5: Budget Worksheet**

(You may apply for \$100,000 to \$250,000 from FPCC for this Grant)

**Expenses**

	<b>FPCC Requested Funds</b>	<b>Funds from other sources</b>
Construction Costs (Includes Cost of Materials) (Describe)	\$	\$
Environmental Review (Describe)	\$	\$
Archaeological Review/Assessment (Describe)	\$	\$
Costs For Concept Planning; Feasibility Studies; Business Plans (Describe)	\$	\$
Equipment Leasing (Describe)	\$	\$



Professional Fees (Project Managers; Technical Personnel; Consultants; Infrastructure Admin. Coordinator Contractors) (Describe)	\$	\$
Salaries and Employment Costs - up to 25% of funding requested (Describe)	\$	\$
Administrative Coordinator to oversee the project to support capacity-building (Describe)	\$	\$
Insurance Costs (Related to Construction) (Describe)	\$	\$
Operational Costs (furniture/equipment essential for operation of the project; utility, electric and other set-up connection services to the site) (Describe)	\$	\$





Communication Costs (Describe)	\$	\$
Honoraria (up to \$250/half day and up to \$500/full day, depending on the activities and protocols; rates above these amounts must be covered by the applicant organization) (Describe)	\$	\$
Food and hospitality – up to 10% of funding requested (Describe)	\$	\$
Administration Costs (maximum 15% of funding requested) (Describe)	\$	\$
Other Project Costs (Describe)	\$	\$
<b>Subtotal</b>	<b>\$(A)</b>	<b>\$(B)</b>
<b>Total Project Expenses (A+B=C)</b>	<b>\$(C)</b>	



<b>Revenues</b>			
<b><u>(Confirmation of additional revenues must be demonstrated before FPCC can fund a project. If this is not possible, the project should be presented as a stand-alone project that is independent of other funding)</u></b>	<b><u>Revenue Description</u></b>	<b><u>Confirmed (None, Some, All)</u></b>	<b><u>Amount</u></b>
In-Kind Contributions funds (Funding you contributed to the project - describe)	\$	\$	\$
In-Kind Contributions other (time, resources, materials, meeting spaces, etc. provided for free - describe)	\$	\$	\$
Provincial Funding (List funders)	\$	\$	\$
Federal Funding (List funders)	\$	\$	\$
Corporate Contributions (sponsorship or donation) (Describe)	\$	\$	\$
Other Grants/Funding (Non-FPCC Sources) (List funders)	\$	\$	\$
<b>Total Project Revenues</b>	<b>\$(D)</b>		

<b>Budget Summary</b>	
<b>Overall Project Expenses (C) – Subtotal Above</b>	<b>\$(C)</b>
<b>FPCC Grant Request (C – D = A)</b>	<b>\$(A)</b>



## Section 6: Declaration and Signatures

Please read the following declaration and sign below to confirm your agreement.

### I declare that:

1. The information in this application is accurate and complete.
2. The application is made on behalf of the organization named above with its full knowledge and consent.
3. If funding is provided, the organization will submit financial statements and activity reports as required by First Peoples' Cultural Council.
4. If funding is provided, the organization will submit an evaluation of the project funded, as required by First Peoples' Cultural Council.
5. If funding is provided, the organization will seek prior approval of the First Peoples' Cultural Council for any changes made to the project proposal.
6. If funding is provided, the organization will publicly acknowledge funding and assistance by the First Peoples' Cultural Council, First Peoples' Cultural Foundation, and the Province of British Columbia, where appropriate.

### Criminal Record Checks

The purpose of the *B.C. Criminal Records Review Act* (the *Act*) is to help protect children from physical and sexual abuse. The legislation applies to all organizations that work with children and are operated, licensed or receive operating funds from the Provincial Government. The *Act* makes a criminal record check mandatory for anyone who works with children. In the *Act*, "works with children" means: Working with children directly or having or potentially having unsupervised access to children in the ordinary course of employment or in the practice of an occupation. The *Act* defines "Child" as an individual under 19 years of age. In consideration of the above, the grant Recipient will;

1. Comply with all requirements and regulations of the *Act*;
2. Ensure all new and existing employees, volunteers, sub-recipients comply with the *Act* including those who have previously completed a criminal records review check; and
3. Maintain and make available to the Province, upon request, documentation showing the criminal record check requirement has been met.

### Insurance

Your organization shall, without limiting its obligations or liabilities herein and its own expense, provide and maintain the following insurance, as outlined in the Funding Agreement, with insurers licensed in B.C. and in forms and amounts acceptable to the Province.

1. Automobile Liability on all vehicles owned, operated or licensed in the name of the Recipient, and if used for government business, in an amount not less than \$1,000,000.
2. Comprehensive/Commercial General Liability in an amount not less than \$2,000,000 inclusive per occurrence, insuring against bodily injury, personal injury and property damage.

The Recipient may be asked to provide the Province with evidence of all required insurance prior to the commencement of the work of services. Such evidence shall be in the form of a completed Province of British Columbia Certificate of Insurance, duly signed by the Insurance Broker and the Insured. When requested by the Province, the Recipient shall provide certified copies of required policies.



By signing this form, I solemnly declare that, to the best of my knowledge, the information given in my application is complete and true in every respect.

Applicants should be aware that information collected is subject to the *Freedom of Information and Protection of Privacy Act*.

On behalf of \_\_\_\_\_, I \_\_\_\_\_ certify that the information contained in this Application form is to the best of my/our knowledge, correct and complete.

\_\_\_\_\_  
Project Manager Signature

Name (printed/typed):

Date:

\_\_\_\_\_  
Signing Authority Signature

Name (printed/typed):

Date:



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Annex

**Letter Demonstrating Governance Approval**

**Letter Demonstrating Community Support**