



FIRST PEOPLES'
CULTURAL COUNCIL

Cultural Practices Grant Funding Guide

Information Session

 September 26

 2:00PM - 3:30PM

[REGISTER HERE](#)

Applications can be submitted on the First Peoples' Cultural Council's [Grant Portal](#)

Application deadline: October 25, 2024 at 4 PM PT
Late proposals will not be considered.

Please read this Funding Guide before you apply for a Cultural Practices Grant. The information contained here will guide you through the application process. Please retain this Funding Guide in your files. If your application is approved for funding, the information contained in this guide will be a useful resource.

The Cultural Practices Grant is made possible with funding from the Government of British Columbia's Ministry of Indigenous Relations and Reconciliation through the First Peoples' Cultural Foundation.



Table of Contents

Introduction	3
First Peoples' Cultural Council	3
Cultural Practices Grant (CPG)	3
Grant Program Objectives	4
Disclaimer	4
Eligible Activities	4
Training and Mentorship	5
Ineligible Activities	5
Funding Amount	5
Program Criteria	6
Eligible Applicants	6
Eligibility Documentation	6
Ineligible Applicants	7
Collaboration is Encouraged	7
General Requirements	8
Liability Insurance and Certification	10
Application Deadline	10
Funding Term	11
Funding Installments	11
Expenses	11
Eligible Expenses	11
Adjudication Process	12
Reporting Requirements	12
Ineligible Expenses	12



Introduction

First Peoples' Cultural Council

The First Peoples' Cultural Council (FPCC) was established in 1990 through the First Peoples' Heritage, Language and Culture Act and its mandated is to support the revitalization of First Nations' languages, arts and cultures in British Columbia (B.C.) FPCC is a Crown Corporation governed by a Board of up to 13 B.C. First Nations representatives. FPCC administers three programs: the Heritage Program, the Language Program and the Arts Program. The FPCC Heritage Program, which administers the Cultural Practices Grant, was established in 2019 to support the safeguarding, transmission and revitalization of Indigenous cultures and heritage. It focuses on the following three goals:

- **Capacity:** Indigenous communities have the tools, training, staff and spaces to be stewards of their cultural heritage.
- **Stewardship:** Indigenous communities have programs, funding and autonomy to be stewards of their cultural heritage.
- **Leadership:** The rights of Indigenous Peoples' to be stewards of their cultural heritage is recognized and affirmed, and Indigenous expertise is valued.

Cultural Practices Grant (CPG)

B.C. First Nations' cultural practices, and the intangible heritage values they embody, are expressions of living heritage and are integral to a community's health, wellbeing, safety and vitality. The FPCC Heritage Program is pleased to announce the launch of the Cultural Practices Grant (CPG), a new grant that supports **B.C. First Nations in planning, carrying out and documenting community-based cultural practices and events that affirm identities, foster a sense of belonging, and celebrate the roles, relationships and responsibilities within a community.** This grant was made possible because of the advocacy and leadership of an Indigenous matriarch, knowledge keeper and leader in B.C. who provided recommendations for funding to support this important work in B.C. First Nation communities.

Activities and practices supported through this grant may include celebrations and honouring children and youth, seasonal or celestial activities and events, knowledge gathering and transfer, reawakening of cultural places and the traditions associated with them, and other culturally important practices that are held by communities. These may be cultural practices that have been continuously carried out over generations, as well as "sleeping" practices that a community wants to reawaken.

For more than a century, these types of cultural practices and the traditional knowledge and values they are rooted in have been disrupted by colonial policies and laws that displaced people from their lands and disconnected family and community life, impacts that are particularly hard on women and children. The reawakening of these traditions is one way that B.C. First Nations are taking action against the gender-based violence that disproportionately affects Indigenous women, girls and gender diverse people.



Grant Program Objectives

The objectives of the CPG are to:

1. Support revitalizing, recognizing and strengthening of cultural practices.
2. Support and facilitate intergenerational knowledge transfer.
3. Support activities and practices that affirm identities, foster a sense of belonging, and celebrate roles and relationships within a community.
4. Support cultural practices that promote collective safety and wellbeing within and for a B.C. First Nation community or communities. This includes physical safety within communities and on the land, as well as the cultural and spiritual safety of those participating in project activities.
5. Support First Nations cultural practices as a way to prevent and heal from gender-based violence

Disclaimer

This grant is not intended for sacred, private or individual ceremonies. FPCC understands cultural practices are unique and diverse across for B.C. First Nations and are often not meant to be shared. Therefore, the reporting on this grant will not require details on specific activities and cultural practices.

If you apply for this grant, you are expected to demonstrate in your application and Letters of Support that you are respecting and upholding the protocols and legal traditions of your culture and traditions, as held collectively by your Nation. As such, you are the rightful knowledge holder, or have the appropriate permissions to document or share this practice.

Eligible Activities

Activities and events supported through this grant reflect shared cultural values within a community and Nation. Support from the community/cultural group and guidance and leadership from Elders and cultural advisors with recognized roles within the community will be essential to ensuring projects are carried out in a safe, respectful and proper way. Applicants will be asked to demonstrate how their proposed projects have support from the wider community, and that the people leading project activities hold existing community-recognized roles that align with the proposed activity.

Examples of eligible activities include:

- Community-led naming events
- Community-led birthing and baby welcoming events
- Events and practices that honour people with important roles within the community (Elders, hunters, fishers, spiritual leaders, political leaders, language speakers, etc.)
- Gatherings and events focusing on modeling safe, healthy relationships and preparing children and youth for the future
- Welcoming and reconnecting programs for adults who did not have the opportunity to participate as youth
- The development of kinship programs to welcome or prepare new or returning community members
- Welcoming and reconnecting programs supporting off-reserve and/or urban Indigenous youth to travel to B.C. First Nation communities



- Celebrations for pole raisings, house panel installations and other similar events¹
- Cultural performances that signify rites of passage (e.g., dance, song, storytelling)
- Traditional harvesting celebrations or events²
- The creation, restoration, or reactivation of cultural Belongings important to cultural practices. This could include regalia, blankets, masks, drums, ochre and other belongings, and could also include belongings that have been repatriated.
- Working with Elders, knowledge holders and/or cultural advisors to record oral histories, protocols, laws, and stories about cultural practices and events
- Developing teaching tools around cultural practices for use by and for B.C. First Nations youth programs, communities and First Nations schools
- Storytelling projects to document cultural practices.

If you are interested in undertaking an activity not on this list of examples, please reach out to us at cpg@fpcc.ca and we can discuss how your project could fit into the grant program's areas of focus.

Training and Mentorship

Projects funded through the CPG must include a training and/or mentorship component. This supports the grant objectives of revitalizing and strengthening of cultural practices and facilitating intergenerational knowledge transfer. Teachers and mentors must be recognized within the community as the appropriate people to train and mentor others in project activities. Likewise, the people receiving training and mentorship must also have the support of the community to receive this training.

Ineligible Activities

Activities that are not eligible for funding under this program include:

- Projects submitted by individuals; this grant is only able to fund projects proposed and led by B.C. First Nation communities and organizations
- Infrastructure projects
- Projects with a high risk to health and safety, including but not limited to projects that involve the use of firearms and other weapons, fire, and extreme heat. If you are unsure if your proposed project involves high risk health and safety activities, please reach out to us at: cpg@fpcc.ca
- Projects where youth would be unsupervised
- Projects that involve private, sensitive, confidential or sacred ceremonies, information or practices that cannot be shared outside families or clan groups³

Funding Amount

Applicants can apply for between \$10,000 and \$25,000 for projects under the CPG.

¹ This grant cannot fund infrastructure projects, so the installation of carved poles, house panels and other infrastructure is not eligible. However, events to recognize or honour these structures are eligible.

² For safety reasons, FPCC cannot fund activities involving use of firearms (e.g., hunting camps); however, events recognizing hunters (e.g., first deer celebration) are eligible.

³ Note: FPCC will not be collecting information on ceremonies or oral histories. Applicants will be expected to demonstrate how the proposed project is supported by the B.C. First Nation community and how the information/intellectual property will be managed in the community, in terms of ownership, control, access and possession. See [The First Nations Principles of OCAP®](#)

Program Criteria

Eligible Applicants

Who is eligible to apply?

The FPCC Heritage Program supports projects by B.C. First Nations and B.C. First Nations-led organizations as per our legislated mandate. FPCC requires at least 75% of an organization's board members/directors to include individuals from B.C. First Nations as they are the rightful stewards of their cultural heritage and are best equipped to lead the important work of protecting, sharing and revitalizing B.C. First Nations Heritage on their lands.

Recognized [B.C. First Nations](#) and B.C.-based First Nations organizations that have a mandate or focus that includes First Nations' heritage. Eligible applicants include:

- Recognized B.C. First Nations bands or Tribal Councils⁴
- Not-for-profit societies registered in B.C. in good standing and governed by B.C. First Nations individuals where at least 75% of directors are from recognized B.C. First Nations
- B.C. First Nations-led museums and cultural spaces where at least 75% of directors are from recognized B.C. First Nations
- Urban and off-reserve B.C. First Nations organizations where at least 75% of directors are from recognized B.C. First Nations
- B.C. First Nations schools or adult education centres operating in B.C. on First Nations lands.⁵ Please note that applications from First Nations schools that serve one community must be submitted through their respective Nation or Band Office.

Additional heritage funding may be accessed through Heritage BC, the Department of Canadian Heritage, Vancouver Foundation, Telus Foundation and the Mastercard Foundation. If you have any questions about your eligibility, please contact cpg@fpcc.ca.

Eligibility Documentation

What kind of documentation is needed to confirm eligibility?

FPCC is committed to accountability and transparency in the delivery of funding to B.C. First Nations, as expressed in our mandate and vision. We welcome funding applications from organizations that are not recognized B.C. First Nations governments, provided they meet the eligibility guidelines outlined above.

FPCC Program staff may contact you to request some or all of the following information to accompany your application. This information will help us better understand your organization, its mandate, and how it operates, so that we can support you through the funding process. If requested, this information must be provided before a Funding Agreement can be issued.

⁴ For a list of recognized B.C. First Nations, please see: <https://www2.gov.bc.ca/gov/content/environment/natural-resource-stewardship/consulting-with-first-nations/first-nations-negotiations/first-nations-a-z-listing>

⁵ FPCC is unable to fund K-12 classroom activities or post-secondary accredited courses or tuition.



- Societies and organizations may be asked to provide documentation confirming their legal name, and a list of the organization's current Board of Directors and/or governance structure. Please note that FPCC requires that at least 75% of members of Boards of Directors are members of recognized B.C. First Nations to be eligible for funding through FPCC grant programs.
- Registered societies may be asked to provide their certificate of good standing; certificate of registration; a copy of the organization's bylaws and constitution; and proof of insurance.
- FPCC values the collective gathering and sharing of resources. For projects in which oral history, intellectual properties, and cultural properties are gathered and/or shared, applicants may be asked to provide information that will demonstrate how the information or item will be gathered or obtained, and how ownership, copyright and intellectual and cultural properties rights will be recognized and upheld now and into the future.

Please note that first-time applicants will be required to provide the information listed above. Returning applicants may be required to update their eligibility documentation.

Ineligible Applicants

Who is not eligible to apply for this grant?

- Individuals and family groups
- Organizations or societies where less than 75% of Board members are members of a recognized B.C. First Nation
- Collectives or non-registered groups (this grant only accepts registered societies)
- For-profit organizations and businesses, entities, individuals and commercial ventures
- Organizations or previous grant recipients with incomplete or outstanding reporting with FPCC or FPCF. These applicants are ineligible until all required documentation is complete.
- Government organizations, including municipalities
- Universities, colleges and non-B.C. First Nations schools
- Private clubs, groups and organizations with exclusive memberships
- Religious organizations
- Corporations

Collaboration is Encouraged

FPCC strongly encourages collaboration. Only one application (per grant program) per Band Office, Tribal Council or Society/Organization will be eligible for funding. If more than one CPG application from the same Band Office, Tribal Council or society / organization is submitted, the Peer Review Committee will decide which proposal will receive funding, so it is strongly advised that applicants collaborate and submit one unified proposal. This demonstrates that there is support and consensus for the proposed project, as well as being inclusive and designed with long-term goals in mind.



General Requirements

Applications will not be reviewed unless all necessary information is provided. Applicants must submit completed applications that include the following:

- A balanced project **budget** with detailed descriptions and cost breakdowns for each category
- A thorough **workplan** with dates for key activities
- A full consideration of the potential **risks and mitigation** strategies for the project
- A project **timeline** that fits within the CPG funding term (January 6, 2025 – March 16, 2026)
- Proof of **additional confirmed funding** for the project, if applicable. Examples include funding agreements and letters from other funders, donors, and in-kind contributions.
- **Letters of Support:** FPCC requires two types of support letters: Governance Approval Letters and Community Support Letters. All letters of support must be dated and signed on official letterhead. There are slightly different requirements for letters of support for Bands and societies/non-profits applying for FPCC grants. Please carefully follow the instructions below to ensure that your application includes the correct letters of support.

Governance Approval Letter

Upload one of the following, depending on whether you are applying as a Band or as a Society/non-profit:

- **For Bands:** a dated and signed Band Council Resolution **OR** a letter of approval dated and signed by a B.C. First Nation Chief, Band Manager, and/or a member of Council.
- **For Societies/non-profits:** a dated and signed letter of approval from the Executive Director or General Manager.

Community Support Letter

Upload one or more of the following, depending on whether you are applying as a Band or as a Society/non-profit.

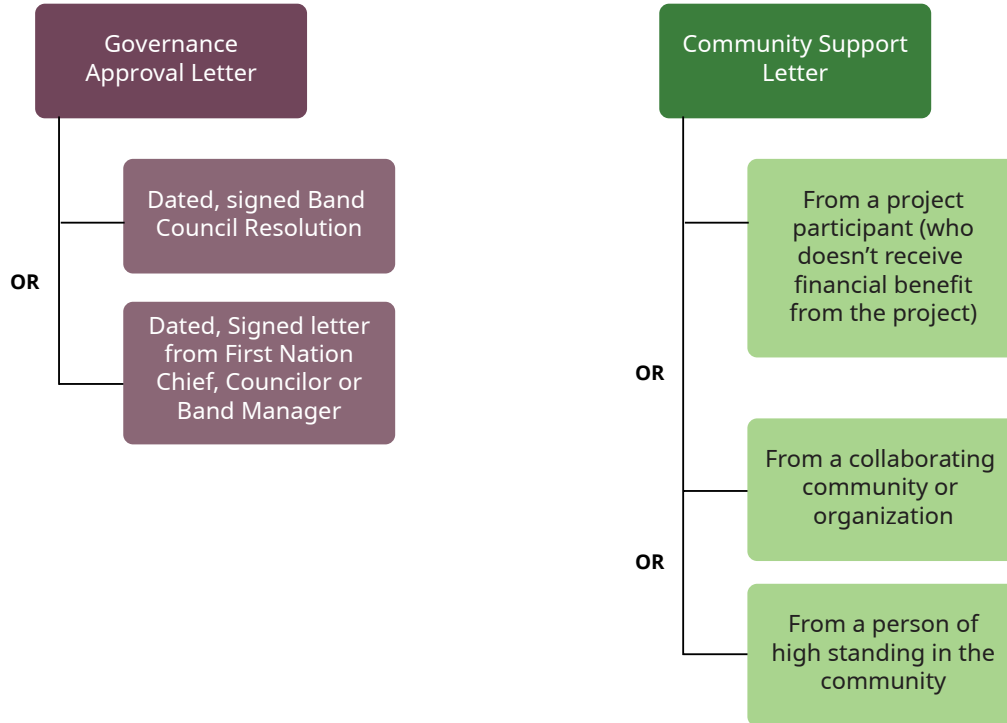
- **For Bands:** The letter of support can be from a project participant (who will not receive financial benefit from the project), a collaborating community/organization or a person of high standing in the community. It should not be from the Chief, a member of Council, the Band Manager, or a signing authority of the applicant organization, as they will be indicating their support through the letter of governance approval.

Please note, the Governance Approval letter and the Community Support letter cannot be from the same person.

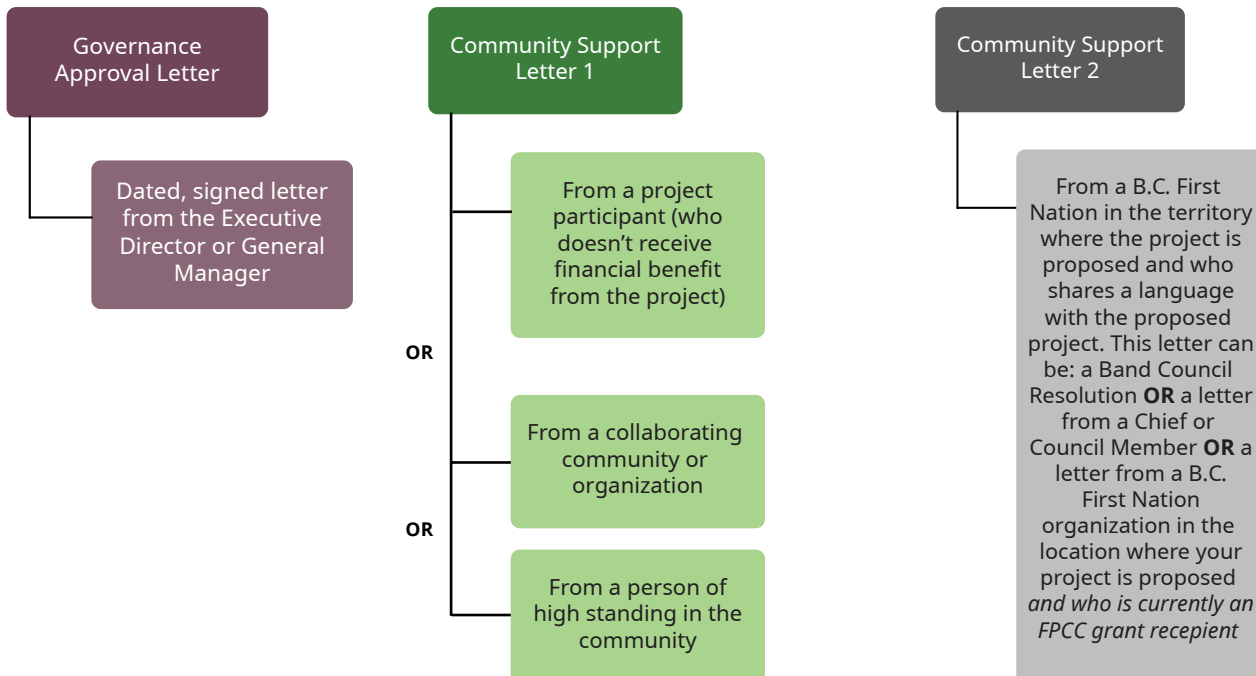
- **For Societies/non-profits,** FPCC requires **TWO** letters of community support.
 1. One letter of support from a project participant (who will not receive financial benefit from the project), a collaborating community or organization, or a person of high standing in the community.**AND**
 2. One letter of support from a B.C. First Nation in the territory where the project is proposed and that shares the same language as the proposed project. This letter of support may be in the form of a Band Council Resolution, OR a letter from a Chief or Council member OR a letter from an established B.C. First Nations organization operating in the location/s where the project is proposed *and who is currently an FPCC grant recipient.*



If you are applying as a **B.C. First Nation Band**, you must include **ONE** Governance Approval Letter and **ONE** Community Support Letter



If you are applying as a **society or non-profit**, you must include **ONE** Governance Approval Letter and **TWO** Community Support Letter





Liability Insurance and Certification

For projects with a potential for personal injury or bodily harm due to higher risk project related activities, please provide FPCC with copies of the following:

- Comprehensive insurance for at least \$2 million
- Adequate training, certification and licencing if operating a motorcycle, off-road vehicle, large truck or bus, trailer, snowmobile, boat, or other equipment
- Valid driver's licence(s) for operators of a motorcycle, off-road vehicle, large truck or bus, trailer, or boat
- Any other information reasonably requested by FPCC related to safety and/or liability issues

If your project is approved, FPCC will follow up to request these documents on conditional acceptance of the project. We will need these documents for the final approval of the project and before the funding agreement is sent.

Projects using vehicles are expected to carry and maintain Third Party Liability insurance on all vehicles owned, operated or licensed in the name of the project/grant recipient in an amount not less than \$1,000,000.00. This documentation should be available to FPCC, if requested.

It is recommended that anyone operating an ATV receive ATV Rider Training by Canadian Safety Council (CSC) certified instructors. This documentation should be available to FPCC, if requested.

High-Risk Physical Activities

Probable high-risk project activities may include, but are not limited to, using ATVs, horses, trailers, boats, helicopters, heavy equipment, activities on or near water, or activities that involve camping in remote areas, risks of large animal encounters, excavation, scaffolding and ladders, or construction. If you are unsure if your project is high risk and would require additional insurances, certification and licensing, please contact cpg@fpcc.ca to discuss further.

Application Deadline

When is the application deadline?

October 25, 2024, at 4 PM PT

Applications must be completed and submitted by the deadline on [FPCC's Grant Portal 2.0](#). Please visit this [info page](#) for more information. We cannot accept faxed or emailed applications.

Applications and proposals will only be discussed with the contacts listed/identified in the application. Staff are available to support you with your application and answer questions. If you require assistance with your application or would like to request a review of your application with feedback from staff, please email cpg@fpcc.ca. at least two weeks before the deadline.

Information session: **September 26, 2024, at 2 PM PT**

Link to info session: [Cultural Practices Grant Information Session](#)



Funding Term

The funding term for the CPG program is as follows:

- Project activities to begin on or after **January 6, 2025**
- Interim report due by **September 22, 2025**
- Projects completed by **March 16, 2026**
- Final report due by **March 16, 2026**

Funding Installments

- **80% of funding:** upon application approval and receipt of signed funding agreement
- **20% of funding:** upon completion of project and FPCC approval of a final report with reconciled budget

Expenses

Eligible Expenses

Project costs must be directly applied and essential to the project. Costs will be reviewed to determine if they are reasonable and have been accurately estimated.

- **Salaries and wages** must be specific to the project and described in the Project Team Worksheet and the Workplan Worksheet.
- **Honoraria** must be specific to the project and described in the Project Team Worksheet and the Workplan Worksheet.
- **Contractors and consultants** may be hired if a project requires special skills. Contractor/consultants costs may not exceed 30% of the funding requested. Funding recipients must show they have made best efforts to hire an Indigenous contractor or provide justification for why a non-Indigenous contractor was hired. Indigenous contractors/consultants will be prioritized. A written quote must be provided with the grant application for contractor costs budgeted over \$1,000.
- **Equipment rentals and purchases**, including computers and recording devices to support project work, up to 20% for projects that do not involve a research or documenting focus, and up to 80% for projects focused on research and documenting.
- **Administration costs**, up to 15% of the funding requested.
- **Software or apps** necessary to achieve the project's objectives.
- **Meeting and event space rentals**, necessary to achieve the project's objectives.
- **Materials and supplies**, including safety equipment, recording equipment and meeting supplies required to support project work
- **Food and hospitality**, reasonable and necessary costs only.
- **Travel / transportation**, reasonable and necessary costs only.
- **Other costs** not listed here, with prior approval from FPCC. Please reach out to cpg@fpcc.ca.

Ineligible Expenses

- Expenses incurred before the CPG funding term begins (January 6, 2025.)
- Accumulated deficits, annual operating losses or debt.
- Costs for political events, rallies and demonstrations.
- Expenses exceeding maximum allowable percentages or caps, as described above, or expenses that are not necessary to project activities.
- For-profit business development costs.
- Capital purchases, such as vehicles, or costs associated with building or land improvements.
- **Expenses related to established, or active annual community celebrations or anniversaries, such as powwows, that would occur without funding from the CPG.**
- Travel and project activities that take place outside of B.C. Please reach out to FPCC if you have questions about expenses related to cross-provincial travel, please contact cpg@fpcc.ca.
- Activities or gatherings unrelated to the proposed project.
- Activities that do not comply with current provincial COVID-19 guidelines.

Adjudication Process

- Submitting a proposal does not guarantee funding.
- FPCC staff are available to support you with your application and answer any questions you may have. Please reach out to cpg@fpcc.ca.
- Applications will be reviewed and evaluated for completeness and clarity.
- Funds available to this program are limited. Projects that demonstrate urgency to safeguard heritage, share knowledge across generations and support cultural heritage practices as a way to foster safe, healthy communities will receive priority.
- FPCC strives to distribute funding across all regions of B.C., and equitable distribution is considered during application review and decision-making.
- A Peer Review Committee (PRC) of B.C. First Nation experts from across the province will review and assess eligible proposals according to the program objectives, the feasibility of the timeline and the budget presented.
- After the submission deadline, please do not contact staff regarding the status of your application. All applicants will be advised of PRC decisions approximately eight weeks after the application deadline.

Reporting Requirements

If a project is approved, the applicant will receive a **funding agreement** that sets out the terms of the funding and the reporting requirements. This agreement must be signed by the signing authority outlined in the application.

Grant recipients are expected to submit an **interim report**, which includes a description of project activities carried out to date, outcomes, and challenges encountered, as well as an update on the project budget.

The **final report**, which is due at the conclusion of the grant cycle, includes questions about project activities, deliverables, reflections on what worked well, and challenges encountered. The report also



requests numerical data about the project team and participants, the location where activities and the number of cultural activities supported through the grant, as well as a final accounting of funds spent throughout the project.

The project interim and final reports will be available for applicants to fill out on FPCC's Grant Portal and must be submitted by **September 22, 2025 and March 16, 2026, respectively**. The FPCC's Grant Portal can be accessed at https://fpcc.citizenone.ca/en/sign_in.