



## FUNDING INDIGENOUS RESURGENCE IN EDMONTON

### Project Grants Guidelines

The FIRE Grant program provides funding assistance to Indigenous individuals and organizations to support community focused heritage projects.

#### Our Commitment

The Edmonton Heritage Council (EHC) is committed to connecting people with the stories of our city. We provide leadership, support and programs to help Indigenous Edmontonians research, preserve, interpret, and advocate for our shared heritage.

With the establishment of the new FIRE Grant program, the EHC is committed to achieving the aims of [Connections & Exchanges: A 10 Year Plan to Transform Arts and Heritage in Edmonton](#), the Truth and Reconciliation Commission's Calls to Action and the United Nations Declaration on the Rights of Indigenous Peoples. EHC has a mandate to help advance this work in the community and with its partners the City of Edmonton, Edmonton Arts Council, and ArtsHabitat Edmonton.

#### Your Commitment

As grant applicants, you bring expertise and creativity to connect people and enhance heritage in Edmonton. In receiving a grant, you commit to:

- Keeping the EHC apprised of substantial project updates and key dates, including special events, launches, and press and media opportunities
- Acknowledging the EHC in all promotional materials
- Submitting a final report to EHC upon project completion and by the deadline identified in your grant agreement.

Please note that grants are taxable income that must be reported when filing personal income taxes. If successful, the grant cheque will be made out to the organization or individual identified as the applicant on the grant application form. EHC is unable to distribute grant funds to multiple recipients or make grant payments in installments. EHC recommends seeking professional accounting assistance if you have questions about reporting this income.

To be eligible for a FIRE Grant:

- The applicant must be an individual, registered non-profit society, or collective of individuals whose residence or location of work is in the Edmonton metropolitan region.
- The applicant must be a First Nations, Metis or Inuit person over the age of 18. Proof of identity may be required.
- The applicant cannot have already been awarded a FIRE Grant during the current calendar year.
- The applicant must be up to date with final reports for other EHC-funded work, including returning any unused grant funds. Applicants who have been granted extensions on other EHC-funded work are also not eligible to apply.
- The project must explore Indigenous history or heritage with a connection to past, present and future Edmonton.
- The project must have clear start and end dates with a specific scope of activities distinct from ongoing operations or programs.

FIRE Grants exclude educational institutions and government owned and/or operated facilities. Individuals employed by these institutions are also ineligible, unless they can demonstrate that the project is outside of their professional role within the organization and will be of value in the broader heritage sector.

#### **New for 2021:**

For consideration, it is recommended that your project fall within the following program goals;

- Sustained Impact
- Addresses Community Needs
- Encourages Artistic Expression
- Ignites Indigenous Historical Education
- Supports Self-Determination
- Promotes Indigenous Cultural Resurgence

#### **Application Requirements**

All applications must be initiated through a Project Pitch to Program Staff. Following this initial pitch, staff will follow-up and assist, as necessary, with the following additional required documents. Application form is here: <https://forms.gle/NVrZvSbhQT4kp4Bq9>

- Project Narrative, maximum two pages, including:
  - Description of the recipient and their connection(s) to Indigenous communities and peoples.
  - Brief description of the project, outlining how it meets the purpose and eligibility of this grant program and aligns with the aims and actions of one, or all, of the following: *Connections & Exchanges*, *TRC: Calls to Action* or *UNDRIP*
  - Description of how this project will enhance Indigenous belonging in Edmonton and be of benefit to other Edmontonians.
  - List of partners and contributors involved with the project

- Description of how the project adheres to COVID-19 public health guidelines to ensure the safety of project team, partners, and participants
- If applicable, an outline of how the project supports or builds upon a larger Indigenous heritage project
- Completed and Balanced Budget Form.
- Project implementation plan with timelines, key milestones, and anticipated outcomes.
- Curriculum vitae, resumes, or job descriptions for the project lead and key project partners.
- If applying as an organization**, an Organizational Overview, maximum 1 page, summarizing the applicant's activities over the past year, including programs, projects, and partnerships may be required.
- Vendor-supplied quotes or estimates to support listed project expenses.

You may also provide any other supplementary materials that will assist in the evaluation of your application, including (but not limited to):

- Explanatory notes to the Grant Budget Form
- Letters of support from project partners and/or funders
- Examples of past work

Additional information to support your application may be requested by EHC staff before final decisions.

### **Eligible Expenses**

The FIRE Grant will provide funding for all eligible project expenses. All costs related to planning, execution, and promotion of your project are eligible with the exception of:

- Capital purchases (ex. computer equipment, camera)
- Costs related to fundraising efforts
- Expenses that have been incurred prior to notification of funding

### **Application Evaluation**

The EHC reviews all applications for completeness and program eligibility. Indigenous Initiatives staff and EHC leadership will evaluate all eligible applications. Final funding recommendations may be made to the EHC Board of Directors for authorization where required.

Final decisions will be made based upon how strongly the project(s) meet the FIRE program funding goals as outlined above. It is encouraged that projects seek to meet more than one of the program goals to strengthen the project and its capacity for Indigenous Cultural Resurgence.

### **Application Timeline**

The application process from the application deadline to the notification of funding can take up to five weeks.

Successful projects must be complete within one (1) year of notification of funding.

### **Application Submission**

Complete applications must be submitted by email as a **single-document PDF** to FIRE@edmontonheritage.ca by 4:00PM on the deadline day. Deadlines for 2021 are as follows:

May 20, 2021

September 20, 2021

The EHC strongly encourages all potential applicants to contact staff prior to submission to confirm eligibility and completeness of applications.

For more information, please contact:

Indigenous Initiatives Staff at

[weweni@edmontonheritage.ca](mailto:weweni@edmontonheritage.ca)

[rhoule@edmontonheritage.ca](mailto:rhoule@edmontonheritage.ca)

[www.edmontonheritage.ca/FIRE](http://www.edmontonheritage.ca/FIRE)