



First Peoples' Heritage, Language & Culture Council BC LANGUAGE INITIATIVE APPLICATION 2010 – 2011

Proposal Deadline: June 18, 2010

Section 1: Applicant Information			(see Funding Guide on page 11)
Organization Name			
Primary Contact Person		Title	
Mailing Address (Address, City/Town, Postal Code)			
Courier Address (Address, City/Town, Postal Code)			
Telephone		Fax	
Email		First Nation Affiliation(s)	
Language Family	Language Group	Language Dialect	

Section 2: Project Title and Summary:	(see Funding Guide on page 12)
Project Title	
Project Summary (In one paragraph, briefly summarize your proposed project.)	

Section 3: Population Target Group:	(Funding Guide on page 13)
What is your target group for this language project? Please check all boxes that apply.	
<input type="checkbox"/> Young children (5 and under) <input type="checkbox"/> School-aged children (6-12) <input type="checkbox"/> Youth (13-18)	
<input type="checkbox"/> Adults (19+) <input type="checkbox"/> Other please identify _____	

Section 4: Previous Funding: Check one of the following: Yes _____ No _____			
If yes, please complete the following: (Include FPHLCC Language or Arts programs)			
(see Funding Guide on page 13)			
Fiscal Year	Project Name	Amount Received	Project Closed (Yes/No)

Section 5: Community Information: Language Collaboration
(see Funding Guide on Page 13)

Is this project in collaboration with other neighbouring communities or language groups?

- Yes
- No

If yes: List the names of those communities.

Section 6.1: Organization Information: Organization Structure
(see Funding Guide on Page 13)

Describe the current organizational structure in relation to your language proposal. Include the reporting structures of all the people involved with your language project – for example, whom each person reports to. (A flow chart with notes is acceptable.)

Section 6.2: Organization Information: Project Members (see Funding Guide on page 13)

List the project team members' names and job titles, and the roles and responsibilities of each member and a short bio (2 lines maximum per project member) e.g. project supervisor, financial supervisor, elders, coordinators, researchers, trainees and/or other people involved with your language project.

Section 6.3: Organization Information: Short- or Long-term Planning

(see Funding Guide on page 14)

Describe any short- or long-term planning that your organization has done towards language and cultural revitalization (i.e. strategic planning, community consultation, surveys, etc.). How does this language proposal implement any of these short- or long-term plans?

Section 7: What BCLI language strategy best describes your proposal?

No more than one language strategy is eligible. See funding guide on page 14 for further details. Please place a check mark in the box provided:

Immersion Programming

Traditional and Cultural Programming

Documentation

Materials Development

FirstVoices Development: Language Archiving using FV Technology

Section 8: Project Action Plan

(see Funding Guide on page 14)

Your objectives should be directly linked to the strategy chosen in section 7. List all the activities or steps to be taken in order to achieve or obtain your language strategies. Objectives should be specific, measurable, achievable, realistic, and targeted.

State Objective Description: List the name of the objective and all the activities.

Activity 1:

Result 1:

Dates and hours completed:

Dates:

Hours:

Activity 2:	
Result 2:	
Dates and hours completed:	
Dates:	Hours:
Activity 3:	
Result 3:	
Dates and hours completed:	
Dates:	Hours:
Activity 4:	
Result 4:	
Dates and hours completed:	
Dates:	Hours:

Section 9: Total Project Budget – Expenses: Expenses and Funding Sources

(see Funding Guide on page 15)

Use the space provided to break down your expenses, line-by-line, for your planned language project.

Ensure your budget expenses do not exceed the \$15,000 available.

Examples of eligible expenses:

- Maximum 50% of all language coordinator salary wages – the other 50% must be provided by other sources and supported by documentation of financial commitment. Benefits are now considered as a portion of the 50% coordinator costs.
- Honoraria (Elders, Speakers)
- Maximum \$200 per day for contractors i.e.; language consultant/linguist costs, researcher, transcriber, instructor. (excluding travel, per diems, hotel costs, etc.)
- Rental of recording equipment and/or computer
- Direct printing costs of materials and signage (i.e. for publication of books)
- Maximum 10% of administration costs (i.e. bookkeeper, supplies, postage, photocopying)
- Resource materials specific to language project (i.e. tapes, CDs, videos)

Expenses See page 14 of Funding Guide	Column A FPHLCC (\$\$) Request only this column		Column B Other Funding sources or In-kind		Column C Budget notes
	FPHLCC Amount	% of total budget	Other funding Sources Amount	% of total budget	
Describe expenses Coordinator wages ONLY					Calculations and necessity for each budget item.
Wages – Coordinator only including benefits					
Honorarium					
•					
Contractors/Consultants					
•					
Equipment Rental					
•					
Resource Materials					
•					
Administration (see Funding Guide)					
Total FPHLCC Funding Request		%			
Total Other Funding Sources			\$	%	
Total FPHLCC and Other Funding:	\$	%			

Total requested from FPHLCC: \$ _____

Section 10: Sharing Products or Outcomes of Language Project

(see Funding Guide on page 16)

If new materials are being produced or revised, how will they be shared with your community, schools and other communities? (e.g., materials printed and available for distribution, templates added to website, etc.)

All materials created with FPHLCC funding should be distributed at no cost (perhaps with the exception of printing and mailing costs). If your organization is planning to charge for distribution of these materials, please explain.

Consent to Follow-up: Sharing of Project Materials

I consent to being contacted by FPHLCC BCLI Language Program Staff to discuss the sharing of my program materials on the FPHLCC website.

Yes No Initial

Section 11: Project Evaluation Plan

(see Funding Guide on page 16)

Present your plan for determining the degree to which your project objectives will be met and methods are followed or is accomplished. The plan should describe how the use of surveys or questionnaires will be used or how data will be gathered. Please provide information on what kind of evaluation report will be produced for this project.

The following materials must be included with your language proposal submission or will not be considered eligible under the BCLI guidelines:

- A completed Language Project Needs Assessment Form, available on website;
- The completed **original** BC Language Initiative 2010 – 2011 application form; (older forms will not be accepted)
- A cover letter on your organization’s letterhead, signed by an authorized representative (Tribal Chief, Chief, Councilor, General Manager) and if applicable a Band Council Resolution or Incorporation documents from the First Nation community / organization that is applying for funding;
- Original official letter(s) of support from Elders, community members, neighbouring communities, other organizations, etc.
- BC First Nations must provide one original Band Council Resolution.
- Five (5) completed three-hole punched copies of the application form (this is for distribution to the Peer Review Committee: 6 copies in total). In the order of:
 - Language Needs Assessment
 - Application Form
 - Additional Information such as quotes, resumes, etc. Do not provide copies of letters of support or Band Council Resolution (include one original copy as mentioned above).
- Do not bind the application forms or use cerlox bindings or duo-tangs.

Signing Authority	
<p>I declare that the information in this application is accurate and complete. The application is submitted on behalf of the organization with its full knowledge and consent. If financial funding is approved it will be used only for the purposes specified in this application.</p>	
<p>I am not part of this project and may not receive payment(s). I have considered any other Conflict of Interest notions before signing.</p>	
<p>After signing, the organization which I represent agrees to honour the terms and conditions for any funding contract issued by the FPHLCC respecting this proposal. Any debts incurred by this project will be the responsibility of the applicant organization.</p>	
NAME: _____	TITLE: _____

Application Deadline
<p>Applications must be in the FPHLCC office by June 18, 2010, 4:30 pm.</p> <ul style="list-style-type: none">• Hand-delivered applications must be received on or before the deadline date• Post-dated mail will be accepted from isolated communities• Proposals and/or applications sent by fax or email WILL NOT be accepted