BRITISH COLUMBIA Ministry of Agriculture and Food | Indigenous Partnerships and Reconciliation Branch

Indigenous Food Pathways PROGRAM GUIDE

Sustainable Canadian Agricultural Partnership · BRITISH COLUMBIA · Canada

Contents

Program Overview

The Indigenous Food Pathways program provides strategic capacity-building funding, which can be used to create new projects, enhance existing programs or improve group operations for Indigenous-led food systems and food security initiatives that act as disruptors to known systemic barriers. Projects funded through this program are intended to act as catalysts to generate positive change that supports Indigenous peoples' self-determination over their food systems and their participation in the food and agriculture sectors. These projects are intended to create shared benefits that support the self-determined priorities of Indigenous peoples and more equitable, decolonized food systems.

Note: The term "shared benefits" means the benefit of the project activities extend beyond a specific individual, businesses, organization or community that will result in the ability to amplify Indigenous self-determination in food systems work and act as a disruptor to known systemic barriers.

For example, benefits may extend to other Indigenous communities and/or Nations, have regional- or provincial-level change making impacts and otherwise lead, or significantly contribute, to removing systemic barriers. Benefits may involve creating enabling environments or generating other disruptions to current conditions that will amplify opportunities and strengthen Indigenous peoples' self-determination over their food systems.

Program Objectives

Amplify site/project-specific learning to disrupt common barriers experienced by Indigenous peoples building their self-determination through food security, food sovereignty and economic development.

Address Indigenous-specific racism impacting self-determination over food systems:

- Strengthen Indigenous food security and sovereignty over food systems, and increase Indigenous participation in the agriculture and food sector.
- Increase capacity to enhance the ability to implement a project.
- Develop skills and abilities of communities to undertake food system and food security projects.
- Support projects that have broad based impacts to Indigenous food systems.
- Empower a broader definition of food security initiatives to be inclusive of Indigenous traditional food systems that may not be accepted in the conventional or mainstream agriculture and food sector.
- Reduce barriers for First Nations and Indigenous communities, organizations, and businesses in accessing funding and the scope of eligible expenses that can be supported.

Funding Amount

This program supports eligible expenses of approved projects up to a maximum of $200,000, however, the maximum amount approved will be influenced by demand and impact of the project. Project completion must be within 13 months of approval. The minimum project amount is $50,000. Program staff will work on project deliverables and disbursement timelines based on the distinct needs of the project for successful completion.

A maximum of fifteen (15) percent of the budget may go towards capital expenses directly related to project implementation. Ten (10) percent of the budget can be allocated towards administrative costs.

Cost-sharing

The Ministry of Agriculture and Food may provide up to seventy-five (75) percent in funding toward eligible project costs to a maximum of $200,000.

Funds are non-transferable and must only be used for the approved project.

Program Eligibility

Both new projects or programs, and existing initiatives that are expanding are eligible to apply.

Eligible applicants must be based in B.C. and include:

- An Indigenous government, community, or Indigenous led non-profit organization (including a band or tribal council, government of a self-governing First Nation or Métis Nation Chartered Community, Society or Association, economic development corporation, not-for-profit other Indigenous organization, or association); or
- An Indigenous business or entrepreneur engaged in food production and/or processing (including a for-profit or social enterprise, cooperative or institution, or other Indigenous business, partnership or joint venture).

NOTE: An Indigenous-led not-for-profit is defined as a not-for-profit organization where Indigenous persons have at least 51% decision making power. An Indigenous business is defined as a business where an Indigenous person(s) has/have at least 51% ownership and control of the business. Indigenous entrepreneurs are defined as independent business owners, including sole proprietors and limited companies and partnerships owned by, or where the majority of shares are held by, an individual or family members, resident in the Province of British Columbia

Applicant Criteria

- Program funding for projects will not be a stand-alone source of funds as applicants must be willing and able to pay a portion of the costs of the project.
- Approved applicants can only have one funded project from the program at a time.
- Businesses/entrepreneurs must have a minimum 51% Indigenous ownership structure with the underlying Indigenous ownership and control being in proportion to the amount of equity invested in the business.
- On Reserve projects may require evidence of support or land-use approval from the appropriate governing body or organization with that authority.

Program Goals

- Strengthen Indigenous food security and sovereignty over food systems and increase Indigenous participation in the agriculture and food sectors.
- Increase capacity to enhance the ability to implement projects.
- Develop skills and abilities of communities to undertake and sustain food system and food security projects.
- Support projects that have shared impacts to Indigenous food systems.
- Empower a broader definition of food security initiatives to be inclusive of Indigenous traditional food systems that may not be accepted in the conventional or mainstream agriculture and food sector.
- Reduce barriers for First Nations and Indigenous communities, organizations, and businesses in accessing funding and the scope of eligible expenses that can be supported.

Sample Projects

- On-site and land-based training initiatives that are Indigenous-led.
- Micro-grant programs that can amplify regionally specific community food system initiatives.
- Supporting the work of existing organizations and initiatives to amplify impact and provide continuity.
- Working through identified policy or process barriers to Indigenous participation in the food and agriculture sectors.

Application Process

1. Applicant contacts Indigenous Food Pathways program staff to discuss the proposed project scope and potential alignment with the funding program. An application form will be sent after alignment is confirmed.
2. The applicant completes an application form and submits the application with the required documents. The application requires the following information:
   - Application Form
   - Supporting Documents (if applicable)
3. Ministry of Agriculture and Food staff review and evaluate the application based on the goals and objectives for the program
4. Approved applicants will receive an email confirming the approval of their application, outlining next steps. Unsuccessful applicants will be notified by email with a referral to the B.C. Indigenous Pathfinder Service to assist in finding alternative supports.
5. Applicant coordinates and manages the project. Indigenous Food Pathways program staff are available for support throughout the project.
6. Program staff will work with the applicant on the development of deliverables and disbursement timelines, based on distinct needs of project to successfully complete.
7. Applicant completes project and submits project deliverables and supporting documents to receive payment.

Eligible Activities

- Training, skills development, and peer-to-peer learning programs
- Micro-grant programs
- Education and awareness initiatives
- Capacity building

Eligible Costs

(not an all-inclusive list)
- Wages for direct project labour
- Contractor/consultant fees
- Capital expenditures considered to be direct and necessary for the successful implementation of an eligible project
- Meeting costs
- Design, printing, and advertising costs
- Speaker/facilitator fees and associated travel expenses
- Cultural protocol related costs including gifts and honoraria
- Honoraria
- In-kind contributions considered essential to the project (could be in the form of cash-equivalent goods or services, which, if not donated, would have to be purchased with

project funds. In-kind contributions could also include the time of individuals within partner organizations spent in providing direction and participating in the project)
- Administration Costs[1]

Ineligible Costs

Ineligible Costs are costs deemed unreasonable, non-incremental or not associated with the project. These include but are not limited to:

- Existing administration and overhead costs are not associated directly to the project.
- Activities and costs for which the applicant has already received government funding.
- Existing staff wages, salaries, or top-ups or honorariums to employees not associated directly to the project.
- Capital expenditures not directly related to a project.
- Costs incurred prior to approved project funding start date.

For clarification on items not listed above, please contact program staff.

Funding Approval / Evaluations Process

The Ministry of Agriculture and Food reviews applications to determine if the application meets the minimum program requirements.

Staff will review and assess all applications according to the program eligibility requirements and evaluation criteria:

- Program Alignment
  - Is the applicant eligible to apply for funding?
  - Are proposed activities and expenses eligible for funding?
- Project Benefits
  - Does the project address a current need or priority of the applicant or sector?
  - Will the project provide broad and shared benefits?
  - Are project benefits sustainable and will they extend beyond project funding?
- Project Plan
  - Are the project objectives realistic within the project's timeline and budget?
  - Does the applicant have sufficient human resources (internal, partners, consultant) to undertake the project?
- Project Activities
  - Are the project's proposed activities clearly described, including clarity of scope?
  - Are the project activities and objectives aligned with program objectives and priorities?
- Project Resources
  - Are the project resources appropriate to the scope and scale of the project?
  - Are the number of employees/volunteers/consultants appropriate? For projects with technical elements, is there an adequate level of experience in the team?
  - Has the applicant demonstrated a degree of community support and collaboration, which aligns with the stated benefits?
- Project Information and Knowledge Sharing Activities
  - Does the project involve intention for knowledge creation or knowledge sharing?

The Ministry of Agriculture and Food may contact the applicant if any questions arise from the applications to provide clarity to the decision-making committee. Applications that meet eligibility

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[1] Administration costs must not exceed 10% of the total project costs

requirements will be provided to an evaluation committee for final review and funding approval decision.

Deliverable and Reporting Requirements

Program staff will work on project deliverables and disbursement timelines based on the distinct needs of the project for successful completion.

Final claims must include:

- A detailed list of eligible expenses including in-kind contributions and cash payments. You do not need to submit proof of payment (receipts) with your claim. Keep all proof of payment for 7 years in case of audit.

Examples of Proof of Payment

- Copy of the cheque that was cleared or cashed
- Invoice showing a 'zero' balance owing
- Receipt
- Copy of the general ledger showing payment
- Copy of a money order or bank draft
- Copy of the cheque written and a printout of your bank statement showing it has been processed
- Copy of the credit card transaction (either the actual slip or a printout of the credit card statement)
- Record of in-kind hours contributed

Funding Acknowledgement

Funding for the Indigenous Food Pathways program is provided by the governments of Canada and British Columbia through the Sustainable Canadian Agricultural Partnership, a federal-provincial-territorial initiative, therefore; acknowledgment of funding is required when publicly communicating about a project and/or funding. To ensure appropriate acknowledgments, all communications and marketing materials, including public announcements or social media posts, must be pre-approved by the Ministry of Agriculture and Food.

Contact Us

The Province is committed to supporting the success of Indigenous communities, governments, businesses, and organizations in meeting their goals in food sovereignty, food security and the agriculture and food sector. We understand that Indigenous communities, governments, businesses, and organizations may have distinct characteristics reflecting regulatory, operational, cultural, and other factors. We aim for flexibility in our program delivery to reduce barriers and ensure the accessibility of our programs. If you are interested in applying to the program but have questions about the application process or eligibility criteria, please contact program staff at and we will respond as soon as we can.

If you have questions, please contact us by phone at IndigenousFoodSystems@gov.bc.ca and a staff member will be in contact with you to discuss your projects eligibility and alignment with the program.

Application intake dates

Opens November 29, 2024 and closes January 10, 2025