

Nunavut Tunngavik Foundation

CULTURAL AND HEALING PROGRAM POLICY

Approved by the Board of Directors on October 23, 2017

1. PURPOSE

The purpose of this Policy is to provide guidelines for the delivery of a cultural and healing program in accordance with the by-laws of Nunavut Tunngavik Foundation (the “Foundation”).

2. ADMINISTRATION

The Cultural and Healing Program (the “Program”) will be administered by the Foundation in collaboration with Nunavut Tunngavik Incorporated’s (NTI) Division of Inuit Programs and Services (the “Division”). A Senior Programs Officer (the “Officer”) working under the Division will be the program manager.

3. PROGRAM CRITERIA

3.1 Eligible Applicants

The following individuals, groups and organizations are eligible to apply for funding from the Program, to deliver an eligible cultural or healing project under this Policy:

- Inuit enrolled under the Nunavut Agreement;
- Educational institutions (Elementary/Secondary Schools and Post-Secondary Institutions);
- Registered Not-for-profit corporations or societies (including early childhood centres or friendship/urban centres); and
- Unregistered groups of which the majority of its members or clientele are Nunavut Inuit.

Recipients that receive funding in one fiscal year are eligible to apply for funding in the following fiscal year. However, receiving funding in one fiscal year does not guarantee approval in the following year.

Recipients that misuse funds, make misrepresentations to the Foundation or fail to provide requested information for monitoring purposes will not be considered eligible for the following year(s).

3.2 Eligible Programs and Amounts

The Program will provide up to \$25,000 in each fiscal year (January 1 to December 31), up to ten projects a year, for eligible activities in connection with a proposed project within the following categories:

- a) Healing programs that address the harms and intergeneration effects of Residential Schools;
- b) Teaching of Inuit history, culture, languages and traditions; or
- c) Traditional or on-the-land programs.

To be eligible, targeted clientele of the proposed project must comprise of at least 75% of Nunavut Inuit. This requirement applies to all projects (within or outside of Nunavut).

3.3 Eligible Expenses

The funding can be applied towards the following expenses:

- a) Honouraria for Elders;
- b) Honouraria for guides;
- c) Equipment rental;
- d) Supplies (e.g., food);
- e) Travel expenses;
- f) Fuel; and
- g) Incidental costs.

Funding cannot be used to purchase large equipment (e.g., snowmobile or computer).

4. APPLICATION PROCESS

4.1 Application Timeline

The time period to submit an application for the Program is March 1 to April 30 of each fiscal year. The Office may extend the above application period in justified circumstances.

4.2 Application Documents

Applications must include the following information:

- a) The name of the individual, group or organization;
- b) The address and contact information of the individual, group or organization;
- c) Description of cultural or healing project to be delivered;
- d) Expected percentage of targeted Nunavut Inuit;
- e) A summary of all expected revenues and expenses; and
- f) Any other relevant or additional information the Officer may request from time to time.

Applications can be submitted via website, fax, Email or hand delivery through NTI offices or Community Liaison Offices.

5. SELECTION AND APPEAL

5.1 The Officer

The Officer will acknowledge each application and provide all completed applications to the Selection Committee.

After the Selections Committee reviews and approves an application, the Officer will provide letters to the applicants confirming approval (subject to terms and conditions of any agreement that the Foundation may require).

The Officer will also provide letters of rejections to applicants, including information on rights of appeal.

5.2 Selection Committee

A Selection Committee will be established consisting of members appointed by the Foundation. The Committee will meet regularly to review and approve applicants based on this Policy. The Selection Committee may request additional information from an applicant.

The Selections Committee will review each application based on its merits, including the following:

- Program design;
- Eligible expenses and eligible activities;
- Percentage of Nunavut Inuit clientele; and
- Regional fairness.

5.2 Appeals

An Appeals Committee will be established consisting of members appointed by the Foundation. The Committee will meet regularly to review appeals. All decisions of the Appeals Committee are final.

6. FUNDING AGREEMENT AND MONITORING

A successful applicant may be required to enter into a funding or intermediary agreement with the Foundation before any funding is transferred to the recipient. The agreement may provide payments in one or more installments depending on the amount, and may require a recipient to provide financial and activity reports, among other terms and conditions.

Recipients may also be required to provide additional information to account for the received funds. Failure to provide the requested information may result in full or partial recovery of funding at the discretion of the Officer.

7. GENERAL

7.1 Communication Plan

To ensure fair and reasonable access to all Nunavut Inuit living in and outside of Nunavut, the Foundation will publicize the Program in all reasonable means in communities and urban centres in which Nunavut Inuit reside in. The above may include NTI magazines or newsletters, brochures, website, Facebook Page and radio ads.

7.2 Publicity

The names of individuals, groups or organizations that receive funding under the Program may be posted on NTI's or the Foundation's Website and other publications. But all personal information (e.g., addresses or contact information of an individual) will be kept confidential and will not be disclosed to the public. A record of all recipients that have received funds from the Program will also be kept for future reference.

7.3 Periodic Reviews

The Program will be reviewed every two (2) years at the discretion of the Board of Directors.