



Financial Support Program for Indigenous Family Organizations

FREQUENTLY ASKED QUESTIONS

2022 – 2025

Coordination and writing

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Objectives of the Financial Support Program for Indigenous Family Organizations

The objective of the Program is to improve the supply of local services for Indigenous children and their families by financially supporting the roll-out and operation of Family Centres. It also aims to provide a solution tailored to the needs and realities of Indigenous families and communities, while safeguarding the Indigenous culture and respecting the cultural relevance of the Indigenous Peoples.

1. Which organizations qualify for the program?

The following organizations may apply to the Program:

- Communities of Indigenous Peoples recognized by the National Assembly of Québec
- The Assembly of First Nations of Québec and Labrador and its commissions
- Indigenous non-profit organizations, both in and out of community, whose main mission is to work with families
- Indigenous community action organizations, both in and out of community

To qualify, applicants must also be established in or carry out their activities in Québec.

2. Can a family community organization that already receives funding from the *Programme de soutien financier à l'action communautaire auprès des familles* also apply for funding from this Program?

No. The Program has been formulated to address the needs and particular situation of Indigenous organizations that do not meet the criteria to qualify as family community organizations. The legal form of Indigenous family organizations may differ from that of family community organizations.

3. What is an Indigenous family organization?

An Indigenous family organization is an organization created by and for a given Indigenous community. It must offer a family-focused environment for Indigenous children and their families, and must provide a tailored response to the needs and situation of Indigenous families and communities.

The financial support is designed to fund the creation of community support organizations for families. It is not intended to fund family activities that are secondary to the organizations' main mission.

4. What is a community support organization?

Community support organizations offer a variety of activities that may include reception, listening, education and awareness services as well as assistance, mutual support and emergency support. They adapt their actions to the needs expressed by the populations or target groups they serve.

5. If the applicant organization is already active or in existence, must it state the number of resources needed for the organization, or the number needed specifically for the services it provides to Indigenous children and their families?

The applicant must state the number of resources it needs to carry out the activities of an Indigenous Family Centre, or the number of resources needed to create an Indigenous Family Centre.

It is important to remember that the Program is not intended to fund family activities that are secondary to the organizations' main mission.

6. What is the process for submitting a financial assistance application?

An organization that wishes to obtain financial assistance under the Program must complete the financial assistance application form that is available on the Ministère's website.

For 2022-2023, applications must be submitted no later than October 31, 2022.

For subsequent years, new applications must be submitted between April 1 and June 30.

For additional information on the documents required, please see section 6.2 of the [Program's Normative Framework](#).

7. What criteria will be used to examine the applications?

An internal committee will be responsible for selecting the organizations that will receive support.

The following elements will be considered when examining applications:

- the extent to which the organization's mission is relevant to and consistent with the mission of the Ministère
- the project's quality
- the project's feasibility

8. How much will be awarded to an organization under the Program?

The amount of financial assistance to be awarded is calculated from:

- the basic amount needed for the organization's operations, as determined by the Ministère
- the reports from the last financial year (in the case of an existing organization), showing the eligible activities carried out and the associated amounts

The Program's Normative Framework refers to a high maximum amount per year. This is to ensure that the Framework will remain valid in the long term and will not become obsolete in the event that financial assistance is increased in the future. To be consistent, the Ministère will award the same amount of financial assistance as is awarded to organizations receiving support under component 1 of the *Programme de soutien financier à l'action communautaire auprès des familles*, based on current budgets. As a result, the funding awarded to Indigenous family organizations will be nearly **\$170,000 starting in 2022-2023** and will rise to **\$176,000 in 2024-2025**.

The Program has a total budget of \$1 million in 2022-2023, \$2 million in 2023-2024 and \$3.3 million in 2024-2025. New organizations will be supported each year, potentially increasing the total number from five in 2022-2023 to 18 by 2024-2025.

9. Is the financial assistance recurrent?

A total Program investment of \$14.1 million is planned for the period 2022-2023 to 2026-2027.

The financial assistance is awarded in the form of a lump sum payable annually under a multi-year financial assistance agreement covering a period not exceeding three years.

10. How will the financial assistance be paid, and on what conditions?

The parties will be bound by a multi-year financial assistance agreement containing the provisions set out in the Program's Normative Framework, including:

- the extent of the financial assistance
- the terms and conditions for payment of the financial assistance
- the undertakings of the organization and of the Minister of Families
- the duration of the agreement
- auditing and reporting mechanisms
- the conditions for cancellation of the agreement

When both parties have signed the financial assistance agreement, the subsidy will be paid in two annual instalments.

11. When will the financial assistance be paid?

First year of the financial assistance agreement:

- An initial disbursement of 50% of the annual financial assistance is made no later than thirty (30) days after the financial assistance agreement has been signed by both parties.
- A second disbursement of 50% of the eligible financial assistance is made before November 30 of the first year.

Subsequent years:

- An initial disbursement of 50% of the eligible financial assistance is made no later than thirty (30) days after the Minister's approval of all the required reporting documents.
- A second payment of 50% of the eligible financial assistance is made before November 30 of each year if the conditions in the normative framework and reiterated in the financial assistance agreement have been met.

12. Which expenses are admissible for the Program?

The following expenses are admissible:

- The general overhead costs of the organization or Family Centre: office supplies and equipment, technology infrastructure, communications, etc.
- Building rental costs, as well as costs incurred to expand or renovate the premises to adapt them to the specific needs of users, as long as these expenses do not negatively affect the organization's day-to-day operations.
- Cost of the salaries and benefits required for the basic operations of the organization or Family Centre.
- Personnel development costs.
- Travel and entertainment expenses (the cost of transportation, meals and accommodations within Québec must not exceed the rates in effect for Québec's civil service).
- Additional expenses related to the special needs (functional limitations) of clientele, members or staff, such as interpretation services or special arrangements to adapt activities or using premises that meet special needs.

13. Are building purchase or construction costs admissible?

The only costs that are admissible for the Program are building rental and expansion costs and renovation costs incurred to adapt the premises. This is because other financial support programs are available for infrastructures.

14. When will the Program be in force?

The Program came into force on June 28, 2022, and will terminate on March 31, 2025.

A call for projects is currently underway for organizations wishing to apply for assistance in 2022-2023. It will close on October 31, 2022.

If you have concerns or questions

The Ministère provides administrative assistance for applicants, for example to help them complete the application form, submit the necessary documentation or understand the Normative Framework.

If you would like assistance or further information, please write to psf.famille@mfa.gouv.qc.ca.

