

# **MICHIF LEARNING INITIATIVES GRANT**

2025-2026 FUNDING GUIDE



# 1. SUMMARY

Métis Nation British Columbia's (MNBC) Ministry of Culture, Heritage and Language (MoCHL) is pleased to offer Michif Learning Initiatives Grants (MLIG) to [Métis Chartered Communities](#), formal partners, and MNBC citizens in BC. The purpose of these grants is to support Michif learning or teaching initiatives in BC, as part of [Aan Michif Piikishkwaytaak: MNBC's 10-Year Michif Language Revitalization Plan](#), aligned with MNBC's overall strategic plan and Goal of the Nation "to promote cultural revitalization and cultural wellness. The first goal of the Michif language plan is *Learn*, and the launch of this grant stream is part of the *Inclusive Learning Pathways* Strategy.

Approved projects are eligible for grants up to **\$30,000.00**. Applications are due **March 30<sup>th</sup>, 2025 at 4:30pm**. Please note this date as the deadline is unable to be extended. Grants will be delivered to successful applicants in three instalments, from April 2025 to March 2026. If you are interested in applying, prospective applicants are encouraged to contact [chl@mNBC.ca](mailto:chl@mNBC.ca) for help with planning and completing their applications.

Please click [here](#) to download an application form and get started!

# 2. TERMINOLOGY

- MNBC: Métis Nation British Columbia, the Métis government in BC
- MoCHL: MNBC's Ministry of Culture, Heritage and Language
- Applicant: The [Chartered Community](#), **formal partner or individual** applying for the grant
- Primary Contact or Grant Writer: The **individual** completing the application and subsequent reporting requirements on behalf of the applicant
- Project lead: The **individual** who will be responsible for running project activities
- Michif language(s): Southern/Heritage Michif, Northern Michif and/or Michif French
- Citizen: A registered citizen of MNBC

# 3. PURPOSE

The 2025-2026 Michif Learning Initiatives Grant is the second offering of an open-strategy language grant by MNBC. This grant stream is the first language grant stream developed by MNBC. The purpose of these funds is to support ongoing and grassroots Michif language learning initiatives. Following the inaugural offering of this grant stream, MNBC has extended the grant timelines to a full 12 months for project delivery and increased the project budget cap from \$20,000 to \$30,000.

Michif language revitalization in BC is at a pivotal moment. MNBC has launched [Aan Michif Piikishkwaytaak](#), a 10-year Michif language revitalization plan. The launch of the Michif Learning Initiatives Grant supports the first goal of the plan, *Learn*. This activity supports the *Inclusive Learning Pathways* strategy.

Eligible projects for this grant can include many different teaching and learning strategies, including but not limited to:

- Online or in-person language classes
- Development and distribution of language learning materials or resources
- Language camps
- Language nests
- Language circles
- Community language gatherings
- Storytelling workshops
- Language recordings

## **4. REQUIRED APPLICATION COMPONENTS**

- Completed application form
  - Completed workplan
  - Completed budget
- Two letters of support
  - Leadership support: A letter from a member of community/organizational leadership, who is not the primary contact, project lead, or any person who will be paid as a result of the grant being awarded
  - Community support: A letter from a member of the community who will be served by the learning initiative, who is not the primary contact, project lead, or any person who will be paid as a result of the grant being awarded
- A copy of the MNBC Citizenship ID of the Applicant or Grant Writer

## 5. TIMELINE

The 2025-2026 program year will run from April 2025 to March 2026, providing 12 months for projects and related spending. This current application is for the 2025-2026 program year only.

January 6 <sup>th</sup> 2025	March 30 <sup>th</sup> 2025	April 7 <sup>th</sup> 2025	April 21 <sup>st</sup> 2025	April 25 <sup>th</sup> 2025	July 7 <sup>th</sup> 2025	September 15 <sup>th</sup> 2025	October 3 <sup>rd</sup> 2025	December 2 <sup>nd</sup> , 2025	November 17 <sup>th</sup> 2025	February 27 <sup>th</sup> 2026	March 2 <sup>nd</sup> 2026	March 23 <sup>rd</sup> 2026
Applications Open	Applications Close	Funding Decisions & Agreements Delivered	Signed Funding Agreement Due	First Funding Instalment Delivered (40%)	First Check-In	Interim Report Due	Second Instalment Delivered (30%)	Program-Wide Webinar	Second Check-In	Spending Deadline	Final Report Due	Final Instalment Delivered (30%)

It is expected that subsequent program years will also follow an April-March fiscal timeline. All dates are subject to change up to the point of returning a signed Funding Agreement, at which point dates will be considered final and any further changes will require a formal amendment. See section 8 for more information.

## 6. ELIGIBILITY

### 6.1 APPLICANT ELIGIBILITY

#### 6.1.1 Eligible Applicants

- An MNBC [Chartered Community](#) **OR** a formal partner in BC with an existing partnership agreement with MNBC
  - The primary applicant or grant writer applying on behalf of an organization or chartered community must be a registered MNBC citizen who is able to provide a copy of their MNBC Citizenship ID
- Individual MNBC citizens applying independent of a chartered community or formal partner will be considered on a case-by-case basis (see section 6.2)
- In good standing with all MNBC ministries and departments, including being up to date with all reporting requirements of a previously awarded grant, funding or partnership

#### 6.1.2 Ineligible Applicants

The following are not eligible to apply for funding under this grant stream:

- Individual persons who are not registered MNBC citizens
- Primary contacts or grant writers who are not MNBC citizens
- Communities who do not currently have a governance agreement as an MNBC Chartered Community
- Organizations who do not currently have an existing partnership agreement with MNBC
- Applicants not in good standing with any other MNBC ministry or department, including but not limited to applicants with delinquent or overdue reporting resulting from a previously awarded grant, funding or partnership

## 6.2 PROJECT ELIGIBILITY

### 6.2.1 Eligible Projects

Eligible projects must:

- Provide opportunities for Métis Michif language learners to increase their ability to understand, speak, read or write a Michif language
  - This can be achieved by providing opportunities to receive instruction on new content, learn from existing resources, create and deliver new resources, or practice with a group of other learners
- Target Métis Michif language learners in BC

### 6.2.2 Ineligible Projects

The following projects are not eligible to apply for funding under this grant stream:

- Initiatives to teach other languages, such as Cree or Ojibwe (Anishinaabemowin). Funding opportunities for these languages can be accessed through [First Peoples' Cultural Council](#)
- Initiatives that do not engage language learners directly, such as:
  - Language documentation initiatives that do not produce learning materials
  - Language documentation initiatives that do not have a plan to distribute materials to learners
- Initiatives that exclusively take place within or produce materials exclusively supporting the provincial K-12 education system

As funding is limited, applications are expected to be competitive. The following initiatives will be prioritized for funding:

- Initiatives that target MNBC citizens as Michif language learners
- Initiatives that support the goals of [Aan Michif Piikishkwaytaak: MNBC's 10-Year Michif Language Revitalization Plan](#)
- Existing and/or ongoing initiatives that have shown engagement with learners
- Sustainable initiatives with a natural annual progression and turnover
- Initiatives that employ empirically proven language revitalization strategies resulting in fluent speakers, such as:
  - Language classes
  - Language nests
  - Language circles
  - Immersion camps
  - Mentor-Apprentice style learning relationships
- Project plans that engage fluent speakers

## 6.3 ELIGIBLE EXPENSES

### 6.3.1 Eligible Expenses

The following expenses are eligible as part of this grant stream:

- Wages and honoraria
- Elder honoraria (including fluent speakers)
- Elder support honoraria
- Contractor fees

Note: Unless approved in writing by MNBC, contractor fees cannot exceed 30% of the grant amount. This funding is intended to support learning, skill building, and knowledge sharing at the community level. Third-party contractors may not receive the majority of funding delivered through this grant program, to ensure that funds and knowledge stay and are built within the community. If your project requires more than 30% of the grant budget to be directed toward a third-party contractor, you are encouraged to discuss this with MNBC staff in advance of submitting your application. **Only Michif speakers and teachers are exempt from this 30% cap, if considered contractors.**

- Administration fees

Note: Administration fees from your organization cannot exceed more than 10% of your total grant amount. Administration fees are any fees charged by your organization to cover the cost of handling the funds and activities associated with this grant opportunity. This typically consists primarily of fees paid to finance departments for cashflow monitoring or ongoing operational costs.

- Space rental for project activities
- Supplies and equipment for project activities (e.g., printing costs, audio recording equipment, etc.)
- Food and non-alcoholic beverages for project activities
- Acquisition or licensing fees for language materials
- Subscription fees to software or platforms for project activities
- Travel expenses related to project activities
  - E.g. traveling to record an Elder, bringing language learners together for a gathering
  - Includes: personal vehicle mileage, vehicle rental, airfare, bus, train, or ferry fare, per diems, lodging
  - Note: Unless approved in writing by MNBC, travel fees cannot exceed 25% of the total grant amount

### 6.3.2 Ineligible Expenses

The following expenses are ineligible:

- Contractor fees exceeding 30% of the total grant amount
- Administration fees exceeding 10% of the total grant amount
- Travel fees exceeding 25% of the total grant amount

- Alcoholic beverages
- Any fees, travel, or purchases exclusively supporting activities not proposed as part of your MLIG workplan
- Any expenses that take place before or after the grant period (see section 5)
- Any expenses that exclusively fund K-12 activities

## **7. FINANCES**

### **7.1 GRANT AMOUNTS**

Approved applications are eligible for up to \$30,000.00. Projects with budgets that exceed \$30,000.00 may still be approved with a reduced budget, and applicants may be asked to adjust certain line items so that their requested budget complies with this cap. Projects with budgets under \$30,000.00 are still encouraged to apply.

Per section 6.3, if the maximum funding amount is requested, the following limits apply:

- \$9,000 for contractor fees (30%)
- \$3,000 for administrative fees (10%)
- \$7,500 for travel costs (25%)

These amounts must be adjusted to match the total request, such that they do not exceed 30% and 10% of the total proposed project cost.

### **7.2 BUDGETING**

You are encouraged to closely track all expenses related to your project. If working independently, you must save all receipts and invoices related to your project until after your final report has been approved and the remainder of your grant is paid out. If working under an organization to administer your project, you are encouraged to set up a unique account code for all expenses related uniquely to your MLIG funding. You are further encouraged to request printouts of expenses from your finance department 15-30 days in advance of any reporting deadline. This will ensure that you have time to review and correct any expenses that have been overlooked or incorrectly attributed to your MLIG funding in time to submit your report.

## **8. FUNDING AGREEMENTS**

### **8.1 Purpose**

All successful grants will be given a formal funding agreement, signed by both parties. The purpose of these agreements is to ensure that all parties agree on and are aware of the expectations tied to the grant award. This includes but is not limited to the total grant amount (see

Section 7), the approved project description, the project timeline, reporting requirements (see Section 9) and the funding instalment timeline (see Section 5).

## 8.2 Timeline

Funding decisions and offered agreements will be delivered the week of March 24th, 2025. Signed funding agreements are due to be returned by the recipient two weeks after they are received. This ensures that initial funding instalments can be issued promptly. Because funding is limited, **funding agreements that are not returned within two weeks (ten business days) will be void**, and the funding will be offered to another applicant. This ensures fair distribution of funding and administrative accountability for both MNBC and the recipient. Extensions may be granted on a case-by-case basis but must be requested in advance of the deadline to be considered. Upon signing a valid funding agreement, the first 40% of your total grant amount will be released.

## 8.3 Amendments

Changes to any aspect of the funding agreement can only be made if an amendment is produced and signed by both parties. A request for an amendment must be made in writing to [chl@mNBC.ca](mailto:chl@mNBC.ca). If the amendment request is approved, MNBC will then produce a written agreement for both parties to sign. Any changes made to the terms of the agreement, including but not limited to project deliverables or timelines, without a signed amendment, may result in funding instalments being withheld and may prohibit the recipient from future grant opportunities.

# REPORTING REQUIREMENTS

## 9.1 Interim and Final Reports

Interim and final reports will require you to provide programmatic and financial updates to MNBC. Each completed and satisfactory report will result in the release of a 30% instalment of your grant. Interim reports are due on September 15<sup>th</sup>, 2025. Final reports are due on March 2<sup>nd</sup>, 2026. Interim report templates will be distributed by MNBC a minimum of two weeks before the deadline. You are encouraged to request expense printouts from your finance department 15-30 days in advance of a reporting deadline.

Report extensions are generally not given. Extensions may be granted on a case-by-case basis due to extenuating circumstances. However, reporting deadlines are in place due largely to the fact that MNBC must also report on our grant recipients' activities to our funding partners. Therefore, we must receive recipient reporting on time. Failure to submit any reporting requirement will result in a forfeiture of all remaining grant instalments and may require you to return any previously issued MLIG funding. Recipients with outstanding reporting will not be eligible for future MLIG applications. Furthermore, applicants with a history of overdue and delinquent reporting may be denied future funding opportunities.



## 9.2 Participant survey

At the conclusion of your project, you will be asked to distribute a participant survey to all staff, citizens and participants who had contact with your project. A survey PDF will be provided. Surveys will assess the following:

- Language awareness at the start and end of the project
- Language ability at the start and end of the project
- Basic demographics, including age and gender
- Participant experiences
- Engagement in various initiatives
- Community engagement

Returning the results of participant surveys is a reporting requirement. This must be completed and returned along with the final report to access the final funding instalment (30%). Failure to return the results of a participant survey will result in the final instalment being withheld.

## APPLICATION SUPPORT

The Ministry of Culture, Heritage and Language is eager to support you in preparing a successful application. Staff can assist with reviewing your completed application, ensuring budgets are balanced, discussing ideas for your application, and more. Please do not hesitate to request support. Submit your request for support to:

Ministry of Culture, Heritage and Language

[chl@mnbc.ca](mailto:chl@mnbc.ca)

Subject: Michif Learning Initiatives Grant

# APPENDICES

## APPENDIX A – ADDITIONAL LINKS AND RESOURCES

<a href="#">First Peoples' Cultural Council</a>	See here for funding opportunities for other Indigenous languages in BC.
<a href="#">MNBC Chartered Communities</a>	See here for a list of MNBC Chartered Communities who are eligible to apply for this grant.
<a href="#">MNBC Ministry of Education</a>	See here for information about K-12 initiatives.
<a href="#">Aan Michif Piikishkwaytaak: MNBC's 10-Year Michif Language Revitalization Plan</a>	MNBC's 10-year language revitalization plan.
Application Form Download Link	Click this link to download an MLIG application form.

## APPENDIX B – EXAMPLE WORKPLAN

Start Date	End Date	Task Description
April 2025	March 2025	Language class resource prep and course design
March 2025	May 2025	Consultation with speaker to verify resources and produce audio recordings
May 2025	June 2025	Summer student recruitment and registration
June 2025	August 2025	Summer classes X 10, weekly, 1 hour on Wednesday evenings
July 2025	August 2025	Fall student recruitment and registration
August 2025		Summer class evaluation survey distribution
September 2025	November 2025	Fall classes X 10, weekly, 1 hour on Wednesday evenings

September 2025		Evaluate summer feedback and make changes to classes as necessary
October 2025	November 2025	Winter student recruitment and registration
November 2025		Fall class evaluation survey distribution
December 2025	February 2026	Winter classes x 10, weekly, 1 hour on Wednesday evenings
December 2025		Evaluate fall feedback and make changes to classes as necessary
February 2026		Winter class evaluation survey distribution

## APPENDIX C – EXAMPLE BUDGET

Expense Type	Expense Details	Cost
	Please explain how the expenses are being calculated. For example: <i>Teaching fees = 2hr session X \$50/hr x 3 sessions = \$300.00</i>	(Written as: \$XXX.00)
Staff Wages	Part time project wages = 5hr/week X \$35/hr X 48 weeks = \$8,960.00	\$8,400.00
Elder/Speaker Honoraria	Recording sessions = \$200 per session X 10 sessions = \$2000 Attendance at class = \$250 x X 30 classes = \$7,500	\$9,500.00
Honoraria for Elder Support	Elder support person = \$35 per hour X 45 hours = \$1575	\$1,575.00
Participant Honoraria	None	
Contractor Fees (Max 30% of total budget)	Language teacher = \$100/hr X 1 hour class x 30 classes = \$3,000.00	\$3,000.00

Administration Fees (Max 10% of total budget)	10% of total budget = \$2674.30	\$2674.30
Space Rental	Library space rental - \$30xhour x 30 hours = \$900	\$900.00
Supplies & Equipment	Printing = 20 students X 20 worksheets (1 per class) X .25 cents per page = \$100  Recording equipment (H4N Pro Portable Recorder = \$379.65; SD card = \$15.85) = 445.95 including tax	\$545.95
Food/Beverage	Snacks = \$50 for light snacks X 30 classes = \$1,500	\$1,500.00
Acquisition or Licensing Fees	None	
Subscription Fees	Zoom account = \$49 per month X 8 months = \$392	\$392.00
Travel Expenses (Max 25% of total budget)	Travel to visit elder for recording = .53 cents/km X 100km X 10 sessions = \$530	\$530.00
Other Expenses	Protocol gifts and medicines = \$200 X 2 people (Elder + teacher) = \$400	\$400.00
Other Expenses		
Other Expenses		
<b>TOTAL COST OF PROJECT:</b>		\$29,417.25
<b>ANY IN-KIND FUNDS/OTHER FUNDING BEING CONTRIBUTED (IF APPLICABLE)</b>		\$
<b>TOTAL FUNDING AMOUNT BEING REQUESTED AS PART OF THE MICHIF LEARNING INITIATIVES GRANT</b>		\$29,417.25