

Food Systems Program Grant
Application Template
Fillable version

Please contact Sonja at 250- 856-0874 or sgrossebroemer@isparc.ca with any questions you may have.

The Deadline to apply is: Thursday July 4th, 2024

Overview

The Food Systems Program (FSP) supports Indigenous communities in reaching their food security and food sovereignty goals. The FSP distributes grants and provides support with capacity building, technical training, networking, and cultural sharing through in-person gatherings, online events, and resource sharing.

The Food Systems Program Grant in an amount up to \$5,000 focuses on food related activities and can be applied towards food security planning, building of infrastructure, purchase of materials, tools, equipment, honoraria, wages and more.

Successful applicants to the Food Systems Program grant will be eligible to apply to the Learning Together, Growing Together Fund in an amount up to \$3,000. This fund is provided as a top up and focuses strictly on capacity building through education, workshops, training, mentorship, and knowledge sharing and can only be applied to in connection with the regular FSP grant. Applying to the Learning Together, Growing Together Fund is optional.

For more information about this grant, top up, and other opportunities, please visit our website: <https://isparc.ca/healthy-living-activities/food-systems-program/>

Eligibility:

1. Are you a First Nation or First Nation community?
 - Yes
 - No
2. Are you an Indigenous led organization?
 - Yes
 - No
3. Does your organization mainly serve Indigenous Populations?
 - Yes
 - No
4. Is the project focused on serving Indigenous Populations?
 - Yes
 - No
5. Has your community/organization received funding from FSP in the previous year?
 - Yes
 - No
6. If your community/organization received funding in the previous year, have you submitted a final report or received confirmation of an approved extension?
 - Yes
 - No
 - Not applicable

Application:

- **Contact Details**

1. Legal name of nation/organization?

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2. Mailing address of nation/organization

Street Address or PO Box	
City	
Postal Code	

3. Primary Contact

Name	
Title	
Email Address	
Phone Number	

4. Secondary Contact

Name	
Title	
Email Address	
Phone Number	

5. Finance Contact

Name	
Email Address	
Phone Number	

6. Payment requested via:

Please note: We strongly encourage applicants to register for direct deposit with ISPARC – download form, fill out and send with void cheque to sgrossebroemer@isparc.ca

- Cheque
- Direct Deposit

7. Region:

- Fraser Salish
- Vancouver Island
- Coastal
- Interior
- North

- **Applicant information**

8. Background information of the applying organization/community

Please provide some background information about the organization/First Nation applying for the grant. What is their mandate regarding food security/sovereignty and ability/capacity to deliver the proposed project.

- **Project details (Food Systems Program regular Grant):**

9. Project Name

10. Where will the project take place?

- On Reserve
- Off Reserve

11. What type of project is planned

- Garden related activities
- Indigenous food related activities
- Combination of both

12. Funding amount requested

- **Application Details**

13. Is this a new or established project

If it is an established project, please provide some background information about the project within the Project Overview of this application.

- **New project**
- **Established project**

14. Project overview

Please provide a brief summary of all planned activities, include a brief description of your food security/sovereignty Vision and how the proposed project fits into that Vision or benefits/supports that Vision; what is the need within the community you are hoping to address? What are you hoping to achieve with the proposed project?

15. Project Team

Please provide a brief description of the project team. Who will be working on this project, what are their roles, skills, experiences, and responsibilities? If people have not been chosen, just provide information about expected roles & responsibilities and desired skills & experiences.

16. Is the project led by an Indigenous person/team

- Yes
- No

17. If no, what is the involvement of Indigenous people in leading the project or participating within it?

Non - Indigenous people are welcome to apply but must demonstrate that there is Indigenous leadership within the project, and that the project serves Indigenous populations.

18. Project impact & Population served

Who is the target group of this project and who will be the main beneficiaries? For example, Elders, Youth, people on social assistance, single parents? What is the percentage or number of Indigenous peoples served? How does this group or the community benefit?

19. Please provide percentage of populations served:

First Nations	
Metis	
Inuit	
Other	

20. Are you planning to collaborate with other departments and organizations? If so, how?

BUDGET

Please download budget template from the website, fill out, and email to sgrossebroemer@isparc.ca - Make sure to use a title that clearly identifies the applicant and topic (FSP grant budget) in the email subject line as well as for the document.

OPTIONAL TOP-UP | LEARNING TOGETHER, GROWING TOGETHER FUND APPLICATION

This section is optional, and intended for anyone who is interested in applying for a grant top-up for learning, knowledge sharing and capacity building activities. You have the opportunity to apply for the Learning Together, Growing Together Fund to top up your grant. This top up focuses strictly on capacity building through education, workshops, training, mentorship, and knowledge sharing. The purpose of this funding is to support communities and organizations to build and increase capacity and knowledge related to food and Indigenous food systems within their community or organization, be a complimentary support to the Food Systems Program grant, and is only available to successful applicants of the regular FSP grant.

Funding in any amount up to \$3,000 can be requested by you and will be provided as a top-up to the Food Systems Program grant. Applying to the Learning Together, Growing Together Fund is optional. If you are not interested to apply for this top up, please skip to the next part titled "Additional Information & Grant Submission".

- **Project Details (Learning Together, Growing Together)**

Do you want to apply to the optional top up in addition to the Food Systems Grant?

If not, please skip this section and continue with the Additional Information & Grant Submission Section.

- Yes
- No

1. Type of Capacity Building Activity (check all that apply).

- Hosting knowledge sharing session;
- Delivering workshops;
- Participating in knowledge sharing session hosted by external organizations/other communities;
- Attending training related to food security/food sovereignty provided by external organization/other communities;
- Hosting webinar;
- Participating in webinar hosted by external organizations/other communities;
- Development of learning/teaching materials;
- Other – please describe;

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2. If you are **hosting** knowledge sharing session(s), please indicate what types of activities you will be providing (check all that apply).

- Related to Indigenous Food related activities
- Related to gardens and growing food
- Related to project planning, development, and implementation
- Related to food preservation
- Related to food preparation
- Other – please describe

3. If you are planning to **attend** training hosted by external organizations, knowledge holders, or communities please indicate what types of activities will be participated in (check all that apply).

- Related to gardens and growing food
- Related to indigenous food related activities
- Related to project planning, development, and implementation
- Related to food preservation
- Related to food preparation
- Other – please describe

4. **Type of Delivery**

- Online
- In person
- Combination

5. **Frequency of knowledge sharing activity**

- One time
- Series of events

6. **If series of events, please state number of events, anticipated frequency and general timeline**

7. **Number or anticipated participants**

- 1 – 10
- 11 – 25
- 26 – 50
- 51 – 100
- 100+

8. Number of communities/organizations involved

Please note, it is NOT required to include other organizations/communities

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9. Project Summary & Overview

Please provide a short summary of planned activities, how these activities will increase knowledge/capacity within the community, how they relate to the main project, and how they further the vision of food security & food sovereignty.

10. Project Timeline

Please provide a timeline (start and end) for proposed activities to take place, note that all activities must be completed and funds expensed by March 31st, 2025

11. Funding amount requested for the Learning Together, Growing Together Fund

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12. Budget

Please download the budget template, fill it out, and send to sgrossebroemer@isparc.ca - budget items for FSP grant and top up can be in one template but must be clearly separated in descriptions. Make sure to use a title that clearly identifies the applicant and topic (FSP grant budget) in the email subject line as well as for the document.

- **Additional Information & Grant Submission**

21. Are you interested in attending virtual knowledge sharing and capacity building sessions?

- Yes**
- No**

22. Are you interested in hosting other communities for a visit or in visiting other communities to see their projects?

- Yes**
- No**

23. What are your areas of interest for capacity building or technical support?

24. Preferred method of communication

- Email**
- Phone**

Privacy and Confidentiality Statement

I-SPARC respects your privacy. Information collected in this application process will only be utilized for the purpose of administering and promoting the FSP Grant Program. Information collected will also be utilized and shared for statistical purposes. Information collected will only be disclosed to personnel who require the information in order to carry out the responsibilities of their job, and to other organizations or individuals who may need to be contacted to carry out the application process. Successful applicants may be asked to voluntarily participate in sharing their stories and experiences with the program for promotional and reporting purposes. By completing this application form you agree to have all collected information stored in our online database system. For more information on our privacy policy, please contact the FSP Provincial Coordinator.

Applicant agrees that all of the above statements are accurate. He/she also agrees as follows:

- Applicant agrees to release I-SPARC, the Indigenous Sport, Physical Activity and Recreation Council, of any liability/legal responsibility regarding personal injury that may result from the proposed project activities.
- Applicant agrees that I-SPARC and any partners or affiliates to this initiative are not liable to any vendors for expenses (goods or services) incurred in the delivery of the project.
- Successful applicants agree that their organization's name, the approved amount of the grant, and a summary of their approved program can be published on the I-SPARC website and may include quotes and testimonials from their final project report in various documents (i.e. media releases, reports).
- Successful applicants agree to carry out the projects as described in the approved Grant Application Form and expending the total amount of the grant funds as described in the project budget section of the Grant Application.
- Successful applicants agree to notify the FSP Team of any changes to the Project Lead and/or contact details immediately.
- I-SPARC acknowledges that plans can change and strives to remain flexible and supportive of change. Successful applicants agree to discuss any substantive changes to the project, as originally outlined within the approved Grant Application Form with Sonja Grosse – Broemer sgrossebroemer@isparc.ca.
- Successful applicants agree to complete and submit a Final Report (template to be provided by I-SPARC) at the end of the project season.

By submitting this application I ACKNOWLEDGE THAT I HAVE READ and UNDERSTOOD and AGREE TO THE ABOVE DECLARATION, and that I am an authorized signatory of the applicant organization.

- I AGREE
- I DISAGREE