

# **Indigenous Cultural Heritage Program**

*A Program of the Department of Tourism, Culture, Arts and Recreation  
Government of Newfoundland and Labrador*

## **Guidelines**



# What is the Indigenous Cultural Heritage Program?

The Indigenous Cultural Heritage Program (ICHP) supports Indigenous initiatives that involve the safeguarding of traditions and culture. The ICHP program aims to support capacity building among Indigenous groups in the areas of knowledge and skills development related to the safeguarding of Indigenous Cultural Heritage.

## What types of projects can be funded?

- Documenting and recording cultural knowledge through research, collecting oral histories, and inventorying aspects of cultural heritage
- Passing on cultural knowledge through teaching, demonstrations, publications, and websites
- Educating and raising awareness of cultural traditions
- Knowledge sharing by tradition-bearers through special events
- Celebrating with festivals and events\*, or incorporating cultural activities into existing events
- Supporting cultural enterprises to acquire knowledge (eg. through best practices missions)
- Professional development for Indigenous cultural workers, educators, and knowledge holders.

*\*National Indigenous Peoples Day celebrations are not eligible for funding under this program. For information on funding through the Department of Canadian Heritage, visit their website: [www.pch.gc.ca](http://www.pch.gc.ca)*

## The Indigenous Cultural Heritage Advisory Committee

The Indigenous Cultural Heritage Committee was formed to advise the Department of Tourism, Culture, Arts and Recreation and assess all applications for ICHP. The Committee is composed of representatives from the Indigenous groups in the province. Their role includes:

- Project evaluation and assessment
- Awareness of the program at the community level
- Program development and evaluation

The Committee is facilitated by a representative from the Department of Tourism, Culture, Arts and Recreation. The current representative is:

**Kristina Turner**, Heritage Program Officer  
Tel: 709-729-1409  
Email: [ichp@gov.nl.ca](mailto:ichp@gov.nl.ca)

We encourage new applicants and established groups to discuss project ideas with Kristina Turner prior to completing the application.

## ELIGIBILITY

### Who can apply?

#### **Groups/Organizations**

Established Indigenous groups/organizations in Newfoundland and Labrador with a cultural focus are eligible to apply. While applicants may have non- Indigenous partners, the main proponent must be an Indigenous group. For-profit organizations are not eligible to apply for ICHP.

#### **Individuals**

Individuals can apply for professional skills development if they have a demonstrated background in culture. Eligible Individuals include community-recognized practicing artisans, cultural workers, educators and knowledge holders. Individual applicants must demonstrate support from their community through letters of support.

When questions of eligibility arise, the Advisory Committee will make the final determination.

*Due to the limited funding available, eligibility does not imply an automatic right to assistance.*

## What kinds of projects can be funded?

A project proposal may include any of the following components:

### **Documentation and Inventorying**

This component could involve a research initiative to document historical events, the stories of elders, cultural beliefs, landscapes and/or traditional skills. To ensure the success of a project, it is recommended that the focus be on one specific area of cultural heritage.

### **Passing on Traditions**

This component includes education and raising awareness through workshops, demonstrations, storytelling, publications, and websites.

### **Recognition and Celebration**

This component includes recognition and celebration of Indigenous Culture. This may take the form of demonstrations or special celebrations.

## **Development of Cultural Enterprises**

This component supports opportunities for using traditional cultural knowledge in economic development, while remaining sensitive to existing community practices. Initiatives should be focused on the acquisition of knowledge (eg. through best practices missions). Cultural enterprises could include those that produce material for retail or involve experiential adventure or nature-based tourism initiatives.

## **Professional Development**

This component supports Individuals with a demonstrated background in culture for professional skills development. Eligible Individuals include community recognized practicing artisans, Cultural workers, educators, and knowledge holders.

Individual applicants must demonstrate support of their eligibility by submitting letters of support from their community.

### **What project costs can be funded?**

#### **Eligible costs may include:**

- Professional Services including fees and honorariums for Artists, Tradition Bearers, Consultants, Researchers and Facilitators
- Project coordination costs (administration)
- Training (oral history collection; specialized software for inventorying)
- Registration fees for professional development activities
- Workshop materials and equipment.
- Tools such as recording equipment for collecting oral history, or inventorying tools such as GPS systems or database software
- Materials and supplies, travel, printing and promotional costs and meeting costs

If you have questions regarding eligible costs lease contact Kristina Turner to discuss.

### **What level of funding is available for a project?**

The maximum project funding available is \$10,000.

While projects can be funded up to 100% of eligible costs, applicants are strongly encouraged to show any other contributions, either financial or in-kind.

### **How do I apply?**

Applicants are encouraged to discuss their projects with Kristina Turner prior to submitting a proposal.

The annual deadline for the receipt of applications is April 1st. Projects must be completed by March 31 of the following year.

To reflect community support, please include any letters of support, information on other partnerships and in-kind contributions.

Submit applications to:

Kristina Turner, Program Officer  
Department of Tourism, Culture, Arts and Recreation  
P.O. Box 8700  
St. John's, NL A1B 4J6  
Email: [ichp@gov.nl.ca](mailto:ichp@gov.nl.ca)

Successful applicants will receive a 100% advance payment of the approved project contribution. Upon completion of the project, applicants are required to submit a final report documenting the activities, including copies of research/field work and any promotional material produced. This report should include a project summary, any applicable promotional material and receipts totaling the grant amount. Failure to submit a final report will impact eligibility for future funding from the department.

### **How will project proposals be assessed?**

The Advisory Committee will review the proposals and make recommendations to the Department. Recommendations will take into consideration the following factors:

- Demonstrated commitment to the safeguarding of Indigenous cultural heritage
- Level of community support (such as letters of support) and engagement for the project, including financial and in-kind contributions
- Project partnerships
- Potential for long-term safeguarding of cultural heritage
- Clearly defined workplan, with feasible outcomes
- Positive track record of financial and project management
- Use of best practices in the project
- Level of demonstrated need, based on feasibility studies, surveys, assessment, etc., if applicable

## **Other Potential Sources of Project Funding for Indigenous Cultural Heritage**

We are encouraging applicants to seek support and partnerships with other organizations. Further information on funding is available from:

### **Department of Canadian Heritage**

A number of programs relating to Indigenous people are administered through this Department including Indigenous Languages Program, Listen, Hear Our Voices initiative and Commemorating the National Day for Truth and Reconciliation. For further information, contact their website at: <https://www.canada.ca/en/canadian-heritage/services/funding.html>

### **Canada Council for the Arts (Creating Knowing Sharing)**

A broad range of services and programs are administered through the CCA for professional artists and arts organizations. For information, go to [www.canadacouncil.ca](http://www.canadacouncil.ca)

### **ArtsNL (Creation Grant)**

Grants are provided for the creation of artistic work by professional artists. For further details, see their website at: <http://www.nlac.ca/index.htm>