

Secrétariat
aux affaires
autochtones

Québec 

Information Guide

Call for projects to support initiatives aimed at adapting or developing anti-bullying tools adapted to the Aboriginal realities

TOGETHER AGAINST BULLYING, A SHARED RESPONSIBILITY – CONCERTED ACTION PLAN TO PREVENT AND COUNTER BULLYING 2015-2018 – CALL FOR PROJECTS

BACKGROUND

In November 2015, the Québec government adopted the Concerted Action Plan to Prevent and Counter Bullying 2015-2018 *Together Against Bullying, a Shared Responsibility* to address the public's concerns in this regard. This Action Plan is extended until March 31st 2019.

Bullying is a concern for First Nations and Inuit communities and organizations. The Day of Reflection,¹ held on April 24, 2015, provided a clearer picture of the needs and priorities in this regard so as to develop better means of prevention, intervention and support for bullying victims, witnesses and perpetrators. In particular, the Day of Reflection revealed that bullying against Aboriginals can take different forms depending on whether it takes place in urban settings or in or outside Aboriginal communities.

With a view to supporting the development and implementation of initiatives by First Nations and Inuit in the fight against bullying and relying on the expertise available in the communities, the Québec government is taking additional steps to ensure that First Nations and Inuit have access to tools based on culturally appropriate and reassuring approaches that recognize the specific nature of each nation and community.

The financial assistance program aimed at supporting initiatives to develop or adapt bullying prevention, intervention and support tools suited to the Aboriginal reality² is one way of implementing action 4.8 of the Action Plan.

OBJECTIVES

By supporting the adaptation and development of bullying prevention, intervention and support tools to meet the needs of First Nations and Inuit, the Québec government is seeking to:

- encourage Aboriginals to mobilize, commit and use their expertise to prevent and counter bullying;
- equip First Nations and Inuit communities and organizations with tools to prevent bullying against Aboriginals, and to intervene and provide support when it occurs;
- encourage Aboriginal nations, communities and organizations to share their initiatives with each other.

¹ A summary of the Day of Reflection is available on the Ministère de la Famille site: https://www.mfa.gouv.qc.ca/fr/publication/Documents/Synthese-int-autochtone_AN.pdf

² A definition of bullying and an explanation of its characteristics and manifestations are available on the Ministère de la Famille site: <https://www.mfa.gouv.qc.ca/fr/bullying/definition/Pages/index.aspx>

ORGANIZATIONS

Eligible organizations

- An Aboriginal nations community (tribal councils, band councils and their organizations that offer services to their members, including schools, health services, and Aboriginal police services, etc.).
- A non-profit Aboriginal organization or the equivalent that works in or outside Aboriginal communities.

Ineligible organizations

For example:

- private businesses;
- municipalities and regional county municipalities;
- government departments or public and para-public agencies, educational institutions and integrated health and social services centres.

PROJECTS

Projects must be one-time initiatives and not aimed at financing the operations of the organization.

The proposed projects must achieve one or more of the aforementioned objectives and seek to prevent or counter bullying by providing assistance to victims, witnesses, families and perpetrators.

Proposed projects may seek to adapt tools developed in another context.

Projects may not replace or duplicate government responsibilities and initiatives.

Only one project per organization is permitted.

Examples of eligible projects

Proposed projects may, for example:

- develop or adapt Aboriginal intervention protocols geared to victims, witnesses and perpetrators of bullying;
- develop or adapt training for stakeholders involved in bullying prevention or intervention or in providing support to victims, witnesses and perpetrators in Aboriginal communities;
- develop or adapt a kit to raise awareness about bullying;
- develop or adapt a campaign to raise awareness on the fight against bullying or to encourage a positive and benevolent environment.

PROJECT DURATION

Action 4.8 does not specify a duration for the project. However, the activities supported by the program must end by March 31, 2019.

SELECTION PROCESS

The funded projects will be selected following the analysis and recommendation of an inter-departmental selection committee.

EVALUATION CRITERIA

The following criteria will be used to evaluate the projects:

Relevance: The project must be consistent with the objectives of the program and needs of the community.

Likely outcomes: The outcomes of the project will be evaluated based on its short- or medium-term effects and the positive impact on the problem it addresses. More specifically, these benefits could be:

- the transfer of knowledge and expertise developed between Aboriginal organizations and communities;
- a contribution to the community or area of intervention, the mobilization of the community and the ability to change mentalities or eliminate obstacles to the fight against bullying.

Project costs: Whether the budget is realistic (including expenses provided for human and material resources).

Credibility of project owner: The organization's past achievements will be evaluated, along with its follow-through on past commitments and the alignment of its mission and typical activities with the proposed project.

If its activities are likely to involve vulnerable individuals, the project provides a mechanism for providing guidance or referring them to the appropriate resources.

In the interest of fairness, special attention will be paid to project allocation among Aboriginal nations and urban and community settings.

FINANCIAL ASSISTANCE

Allocation of program appropriations

Through an agreement with the Ministère de la Famille, the Secrétariat aux affaires autochtones (SAA) has a budget of \$150, 000 in 2018-2019 and follows amounts of \$100,000 in 2016-2017 and \$150,000 in 2017-2018.

The funds will be distributed among the projects. Each project will receive a one-time amount of up to \$20,000.

Project funding

The funding can cover up to 90% of the project. Consequently, at least 10% of the costs must be assumed by the organization or other partners, either in the form of funding or the supply of equivalent services.

Eligible expenditures

The funding will only cover inherent project costs such as:

- salaries³ of project management personnel;
- the cost of materials and supplies purchased solely for the project;
- costs associated with promoting and disseminating achievements (production of promotional material, dissemination and translation costs, etc.) related solely to the project;
- expenses directly related to carrying out the project, not covered by other means, and considered reasonable.

Ineligible expenditures

- Any expenditure for activities carried out before the project was accepted;
- Any expenditure in connection with organizing conferences, conventions or seminars;
- Any compensation not directly related to execution of the project, i.e. salaries of personnel assigned to the organization's day-to-day operations or other projects;
- Any other expenditure not directly related to the execution or promotion of the project;
- Any capital expenditure;
- Any expenditure in connection with purchasing IT and mobile or landline telephony equipment;
- The organization's day-to-day operating costs (telephone, electricity, etc.);
- Any expenditure to finance debt or to repay current or future loans.
- Any expenditure related to the acquisition of audiovisual, photo or recording equipment (for example, a television, Blu-ray player, camera, etc.);
- Any expenditure related to the acquisition of sports or recreation equipment (for example, soccer balls, fitness equipment, musical instruments, etc.).

ADMINISTRATIVE DETAILS

Each grant will be subject to a letter signed setting out the conditions for payment and reporting.

3. Salaries comparable to those typically paid by the organization.

Reporting by funded organizations

The organizations must submit a final report to the SAA.

Using a form provided by the SAA, the funded organization must provide useful information for evaluating the execution of the project and the outcomes of action 4.8 of the Action Plan to prevent and counter bullying, including:

- a list of activities carried out (their number by activity type and number of people reached);
- a copy of the project outputs (tools, training, protocols, etc.);
- the project performance indicators and project results (quantitative and qualitative depending on the type of project);
- the project's statement of revenues and expenditures;
- the projected outcomes (sustainability and transfer of knowledge and expertise).

SUBMITTING A FUNDING APPLICATION

The organization must submit its application using the appropriate [form](#). The organization may attach any other documents deemed relevant.

The funding application must be sent to the SAA before midnight, November 26, 2018. Projects may be submitted electronically or by mail.

E-mail: projetsponctuels-saa@mce.gouv.qc.ca

Mailing address:

Together Against Bullying
Aboriginal Projects (Projets ponctuels autochtones)
Secrétariat aux affaires autochtones
905, avenue Honoré-Mercier, 1^{er} étage
Québec (Québec) G1R 5M6

STEPS

The organization and the project must respect the eligibility conditions.

A full description of the project must be provided. The description must consist of five main parts.

Part 1: Presentation of the organization and its mission

Part 2: The problem

- The problem addressed by the project: status of the situation, stated or observed needs, project objectives.

Part 3: Project description

- Approach selected to achieve tangible results, particularly, the activities planned, their number by activity type and the quantitative and qualitative indicators based on the project carried out;
- Area covered and target clientele;
- Duration of the activities;
- Project alignment with one or more objectives of action 4.8 mentioned in this document;
- Action plan and steps based on the project schedule;
- Human and material resources required.

Part 4: Outcomes

- Quantitative and qualitative result indicators;
- Quantitative and qualitative results sought for each proposed activity;
- Anticipated mobilizing effect and potential for the transfer of Aboriginal knowledge and expertise;
- Sustainability potential of the tools created under this project.

Part 5: Project budget

- Expenditures assumed by the organization or by partners that will help execute the project (at least 10%);
- Funding amount (up to 90% of the maximum project cost, up to \$20,000).