



# Land-Based Outdoor Early Learning Play Spaces at FNHA Head Start Sites

## ASHOR Sample Application

Please submit your application to [HCYD@FNHA.ca](mailto:HCYD@FNHA.ca) before **Friday January 29 2021 at 4pm**. Applications submitted after the deadline will not be accepted.

### Section 1: Community Information

1. Community Name: Alexander First Nations
2. Program Name: Little Hands Reaching For A Brighter Future
3. Are you a Treaty Community: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
4. Band Number: 111
5. FNHA AHSOR Contribution Agreement Number: S-2021-55555
6. Do you have a Service Agreement with another First Nation community to provide Head Start On-Reserve services? YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> Name of First Nation community: <a href="#">Click here to enter Name.</a>
7. Do you currently operate a licensed or unlicensed Head Start program? Licensed <input checked="" type="checkbox"/> Unlicensed <input type="checkbox"/>
8. Mailing Address: Box 1212, Fort William, BC V0V 2D3
9. Primary Contact <sup>1</sup> : Laura Williams Title: Health Director Email: <a href="mailto:Laura.Williams@AFN.net">Laura.Williams@AFN.net</a> Phone/Extension: 250-555-1212 ext.001 Cell Phone: 250-927-4321
10. Alternate Contact 1: George Fred Title: Head Start Manager Email: <a href="mailto:George.Fred@AFN.net">George.Fred@AFN.net</a> Phone/Extension: 250-555-1212 ext 002 Cell Phone: 250-927-5678
11. Alternate Contact 2: Lorraine Peter Title: Chief Email: <a href="mailto:Lorraine.Peter@AFN.net">Lorraine.Peter@AFN.net</a> Phone/Extension: 250-555-1212 ext. 003 Cell Phone: 250-927-2345

<sup>1</sup> Please note that we may need to be in touch with you to follow up on your application. If and when the primary contact is not available we ask that you list up to two other contacts who are knowledgeable about this application that we could contact for further information.



## Section 2: Community Need

12. How many children will benefit from this funding directly and indirectly?

Number of children from age 0 – 6 years old	12
Number of children from age 7 – 12 years old	15

13. Describe your current community outdoor early learning/ play space needs and how your community will benefit directly from this funding. Please attach pictures and measurements of your current play spaces and areas for development.

We would like to expand our land-based space and have a culture yard for our children. The area we would like to develop is an open space with no fencing. The yard we want to fence is 100ftx120ft.

We would like to fence an area around our proposed expanded garden boxes for our medicine and community garden to keep the deer away. We will add 5 newly built garden beds (4ftx10ft).

We currently don't have any storage and will require a new storage unit 8x8ft to store our new outdoor equipment.

Currently, we have 20 community families with young children (0-6 years) that will benefit directly from this funding.

In order to operate a land-based program, we need a program set of outdoor gear for the children and staff for winter and spring conditions as we will be outside four hours every day in all weather conditions. We also require supplies like backpacks and an industrial first aid kit.

A Handwashing Station is required to ensure proper health and hygiene for our children and staff.

We plan to have Knowledge Holders (Culture/Language/Medicine) attend our programs weekly to enrich the children, families and staff's knowledge about our culture, land and protocols as we enjoy our new culture yard. All of our community members are welcome to use this space. This new land-based space will include and enhance all of the Head Start six components.





### Section 3: Community Readiness

14. Describe your strategy on who will be responsible for all of the operations and administration of this project. Example, managing contractors, adhering to deadlines, purchasing, submitting quarterly reports on time. **All projects must be completed by March 31, 2022.**

The Head Start Manager will be responsible for purchasing the storage unit and ordering the program's set of outerwear for staff and children and supplies (backpacks and First Aid Kit). The outerwear belongs to the program and not the staff and children.

The Band Facilities Manager will be responsible for overseeing the construction of the new fence and recommending which storage unit to purchase from Costco. The Facilities Manager will purchase the supplies needed to build 5 addition raised garden beds. The Facilities Manager will also be responsible for ordering and overseeing the Handwashing station.

15. Describe your community collaborative partnerships that may be involved in this project. Example, Other Departments, Youth Groups, Summer Camps, Band Schools, Language Programs, Knowledge & Language Keepers, Youth, Skilled trades, Families, Land & Resources, etc.

Although we are under the Health dept. we have a great partnership with the Band School. We have discussed how we can partner together with their K4 class to explore the land-based learning within our community. For example: the two groups would connect, explore and experience land-based teachings with the Language Speakers along with the opportunity to learn what to expect as they transition to their program in the Fall.

Building relationships and Kindergarten readiness

Little Sparrows Language Nest

Our community has a maintenance dept whom oversees the land on our reserve. We have a Facilities Manager whom is in full support of assisting us with this project. We have designed space that he is ready to assist us with.

Facilities Department

Facilities Manager

We have a strong parent and family advisory circle whom gathers each month. Our program has several Knowledge Keepers who not only come into our program they also participate in events such as our family nights to share their gifts and talents with us. In our last meeting we discussed this project and how we are planning to enhance this space. They are beyond excited and willing to partner with us so we can involve their teachings. Some of these Knowledge Keepers are grandparents in our program and two of them are fathers. We have two elders that would like to also be included in this so we can ensure we bring in our traditional teachings and protocols and they will guide us on the medicine and plants in our cultural community garden.

Knowledge Keepers, Elders and Families

Community

Summer Cultural Family Camps



Every summer we offer a summer cultural camp to include all of our community's families. This time together brings children of all ages together to experience our traditions, culture and language. Most importantly this is a time when our Nation also harvests fish, berries, and plant medicines and learn protocols with our sacred teachings. It is a time for our youth to explore their leadership skills and mentor others whom are learning this path. It is also a time when we may invite guests to share their gifts and talent's with our community

Elders, Knowledge keepers, Families, Community members

We have consulted with our child care licensing officer to ensure we are in alignment with the regulations of this project. They are excited to work with us and have been informing/approving our steps to succeed in the project. We have had several team meetings and planning sessions to gather and inform this project plan. We have had time to consider our program curriculum such as how we will weave in our existing seasonal /cultural calendar. We are also excited about how we can expand our existing curriculum as we see this as an ongoing learning opportunity. We have already begun our staffing Daily Schedule such as our routines, transitions and activities. For example we have had to adjust transitions such as: Handwashing, Toileting/Diapering, Mealtimes, Pick up/Drop off etc.

Our Head Start Team and our Child Care Licensing Officer

Delivering this project

16. Please note: we will require Band and Council Resolution (BCR) in support of this project, if your community is a successful candidate. All successful applications must submit **a BCR prior to the end of the business day, January 29, 2021.**

Please describe how the Band and Council will support this project to make it successful.

The Chief and Council of Alexander First Nation is aware and are in full support of Head Start On - Reserves Little Hands Reaching For A Brighter Future. We hereby acknowledge and fully support the 2021 AHS Land-based Project Application. We are aware of the funding requirements and we acknowledge our Nation is responsible for any overrun costs associated with this project, we agree we will meet the project and report deadlines. We also approve the physical space in which this new cultural yard will be positioned.

## Section 4: Community Project Plan

17. Describe your community project plan<sup>2</sup>. Describe how each project item will create, enhance and/or rehabilitate outdoor early learning and play space at your Head Start site. Your community plan must demonstrate how you will ensure that:

- all aspects of the design, construction, and maintenance of projects are subcontracted to qualified professionals (persons possessing the professional standing, knowledge, training or

<sup>2</sup> Selected projects for **licensed programs** are approved by provincial licensing officers. Please include any documentation with your plan. Selected projects for **non-licensed programs** are approved by FNHA. Consulting with Regional HS Advisor is required.



experience necessary to complete the task such as carpenters, electricians, plumbers, etc)

**AND**

- all structures meet or exceed provincial standards for safety and quality.

Our community Facilities Manager is going to oversee the hiring, delivery and installation of the Fencing, Garden Boxes, Hand washing Station and Storage Unit. Our Childcare Licensing Officer is collaborating and supporting the Fencing and our program plan. Our Chief and Council has approved the space that our new cultural yard and where it will be positioned.

We would like to expand our land-based space and have a culture yard for our children. The area we would like to develop is an open space with no fencing. We would like to fence an area around our proposed expanded medicine and cultural community garden to keep the deer away. We need a program set of outwear for the children and staff for winter and spring conditions as we will be outside four hours every day in all weather conditions. The yard we want to fence is 100ftx120ft.

All of our 20 community families with young children will benefit directly from this funding. We plan to have Knowledge Holders (Culture/Language/Medicine) attend our programs weekly to enrich the children, families and staff's knowledge about our culture, land and protocols. All of our community members are welcome to use this space. This new land-based space will include and enhance all of the Head Start six components.

We will require a new storage unit 8x8ft to store our new outdoor equipment.

We will add 5 newly built garden beds (4ftx10ft) Handwashing Station for proper health and hygiene.

<b>Project Item 1 Name: Chain-linked Fence 100 x 120ft and 6 feet in height</b>
Timeline for Project Item 1 completion: June 30, 2021
Description: New Chain -linked Fence
This item is a: New Build
Equipment and/or Materials needed to complete this project item: Fencing, posts, surveying etc.
Surfacing/Site preparations needed to complete this project item: Fence Post Pounder, Concrete delivery. We will hire a Fencing Contractor to survey and install the fencing. They will work with our Facilities Manager to ensure that the fence is surveyed and installed appropriately. They will work together to ensure the timelines of this install work together.
Does this project item have any special considerations? E.g.: cultural, environmental, community safety, etc. N/A
I have attached my minimum 2 quotes for this project item: <input checked="" type="checkbox"/> Remember to label your attachments correctly. They should be labelled as follows: YourCommunityName.QuestionNumber.ProjectItemNumber.DescriptionOfAttachment E.g.: AlexanderFirstNation.Question16.ProjectItem1.XYZCarpenterQuote



I have attached additional documentation and/or pictures for this project item: ☒  
Remember to label your attachments correctly. They should be labelled as follows:  
YourCommunityName.QuestionNumber.ProjectItemNumber.DescriptionOfAttachment  
E.g.: AlexanderFirstNation.Question16.ProjectItem1.PictureOfSiteGrounds

**Project Item 2 Name: Garden Boxes**

Timeline for Project Item 2 completion: June 30, 2021

Description: Cultural Community Garden

This item is a: New Build

Equipment and/or Materials needed to complete this project item:

Soil, untreated wood, screws, plastic, shovels, hoses, small garden tools

Surfacing/Site preparations needed to complete this project item:

We will hire a Contractor to survey and install the garden beds. They will work with our Facilities Manager to ensure that the garden boxes are surveyed and installed appropriately. They will work together to ensure the timelines of this install work together.

Does this project item have any special considerations? E.g.: cultural, environmental, community safety, etc

N/A

I have attached my minimum 2 quotes for this project item: ☒

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**Project Item 3 Name: Storage Unit**

Timeline for Project Item3completion: May 31, 2021

Description: Storage Unit -8 x 8 foot

This item is a: New Build

Equipment and/or Materials needed to complete this project item:

Storage unit, Concrete slabs, shipping of the unit

Surfacing/Site preparations needed to complete this project item:

The Facilities Manager will oversee, purchase arrange for the storage unit to be delivered and installed. We will work together to ensure the timelines of this work with our centre.

Does this project item have any special considerations? E.g.: cultural, environmental, community safety, etc

N/A

I have attached my minimum 2 quotes for this project item: ☒

Remember to label your attachments correctly. They should be labelled as follows:

YourCommunityName.QuestionNumber.ProjectItemNumber.DescriptionOfAttachment

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**Project Item 4 Name: Outerwear**

Timeline for Project Item 4 completion: May 28, 2021

Description: Program Outerwear & Supplies for children and staff

This item is a: Choose an answer. Special consideration

Equipment and/or Materials needed to complete this project item:

Purchase a set (of 18 children and 4 Teacher) Spring and Winter Outerwear Program Sets. Spring boots, muddy buddies. Winter- snow suits, hats, gloves and winter boots. 22 waterproof backpacks and 1 WorkSafe First Aid Kit will be purchased.

Surfacing/Site preparations needed to complete this project item:

NA

Does this project item have any special considerations? E.g.: cultural, environmental, community safety, etc

This outerwear will be purchased and will be stored at the centre in the child/staff cubbies. We will label the materials to ensure that items do not get lost and remain in safe keeping. We are purchasing a variety of sizes to accommodate all growing children and an extra set for our staff.

I have attached my minimum 2 quotes for this project item: ☒

Remember to label your attachments correctly. They should be labelled as follows:

YourCommunityName.QuestionNumber.ProjectItemNumber.DescriptionOfAttachment  
E.g.: AlexanderFirstNation.Question16.ProjectItem1.XYZCarpenterQuote

I have attached additional documentation and/or pictures for this project item: ☒

Remember to label your attachments correctly. They should be labelled as follows:

YourCommunityName.QuestionNumber.ProjectItemNumber.DescriptionOfAttachment  
E.g.: AlexanderFirstNation.Question16.ProjectItem1.PictureOfSiteGrounds

**Project Item 5 Name: Handwashing Station**

Timeline for Project Item 1 completion: May 28, 2021

Description: Handwashing Station

This item is a: New Build

Equipment and/or Materials needed to complete this project item:

Concrete slab, delivery

Surfacing/Site preparations needed to complete this project item:

Order, prepare site and install. The Facilities Manager will oversee, purchase arrange for the Hand washing Station to be delivered and installed. We will work together to ensure the timelines of this work with our centre.

Does this project item have any special considerations? E.g.: cultural, environmental, community safety, etc

N/A

I have attached my minimum 2 quotes for this project item: ☒

Remember to label your attachments correctly. They should be labelled as follows:

YourCommunityName.QuestionNumber.ProjectItemNumber.DescriptionOfAttachment





E.g.: AlexanderFirstNation.Question16.ProjectItem1.XYZCarpenterQuote

I have attached additional documentation and/or pictures for this project item: ☒

Remember to label your attachments correctly. They should be labelled as follows:

YourCommunityName.QuestionNumber.ProjectItemNumber.DescriptionOfAttachment

E.g.: AlexanderFirstNation.Question16.ProjectItem1.PictureOfSiteGrounds

## Section 5: Community Acknowledgement

18. Are you in good standing with FNHA reporting and accountability? YES ☒ NO ☐

19. Acknowledgement Statement:

On behalf of Alexander First Nation, I George Fred, acknowledge that I have consulted and collaborated with all necessary decision makers and involved parties and we are able to meet all of the funding requirements. We will complete all projects on time and our Nation/Band/Treaty are responsible for any overrun costs. We agree that we will not exceed allocation funding and will meet project deadlines.

Printed Name: George Fred

Signed: *George Fred*

Date: January 11, 2021

Submit application to [HCYD@FNHA.ca](mailto:HCYD@FNHA.ca) before **Friday January 29 2021 at 4pm**. Applications submitted after the deadline will not be accepted.





## Sample Budget Examples for Project Items

<b>Budget for AHS Land-Based Project</b>	
<b>Project 1 - Fence</b>	
<b>Items</b>	<b>Budget</b>
Materials	\$5,000.00
Labour	\$5,000.00
Other	\$0.00
<b>Sub-Total</b>	<b>\$10,000</b>
<b>Project 2 - 5 Garden Boxes</b>	
<b>Items</b>	<b>Budget</b>
Materials - soil (\$150 soil, \$50 del) non-treated lumber = \$500 plastic = \$50, misc. supplies = \$50	\$800.00
Labour (\$50/hr. x 16 hrs.)	\$800.00
Other	\$0.00
<b>Sub-Total</b>	<b>\$1,600</b>
<b>Project 3 - Storage Unit</b>	
<b>Items</b>	<b>Budget</b>
Materials (site prep - concrete base & treated lumber)	\$500
Labour - installation included	\$2,000
Other - 8x8 Storage Unit	\$0
<b>Sub-Total</b>	<b>\$2,500</b>



<b>Project 4 -Program Outerwear &amp; Supplies</b>	
<b>Items</b>	<b>Budget</b>
Materials	
Labour	
Other: Children Program Outerwear Total = \$6,030: Children Spring = 18 x \$65 (\$40 muddy buddies + \$25 boots) + Winter = 18 x \$270 (\$150 snowsuit + \$70 boots + \$20 hats + \$30 gloves) + Staff Outerwear Total = \$2,700 : Spring = 4 x \$275 (\$150 rain coat + \$125 waterproof hiking boots) + Staff Winter = 4 x 400 (\$150 winter coat + \$50 hat & gloves) + Children + Staff waterproof backpacks Total = \$880,: 22 x \$40 = \$880 + 1 WorkSafe First Aid Kit = \$270	\$9,880
Total	\$9,880
<b>Project 5 -Handwashing Station</b>	
<b>Items</b>	<b>Budget</b>
Materials	
Labour - installation included	
Other - Unit purchased	\$2,500
<b>Sub-Total</b>	\$2,500
<b>Grand Total</b>	<b>\$26,480</b>