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All photos in this guide are from community-based events, and not part of the Indigenous Climate Health Action Program.
WHAT IS THE INDIGENOUS CLIMATE HEALTH ACTION PROGRAM (ICHAP)?

ICHAP was developed to support First Nations leadership in climate action and to build community resilience against climate impacts on health. Resilient communities are healthy communities.

First Nations communities in BC share an understanding that human health and the health of the environment are connected. The First Nations Health Authority’s (FNHA) ICHAP supports First Nations communities in managing climate change’s impacts on health. Climate change affects physical, mental, emotional, and spiritual health in many different ways. ICHAP funding can be used to strengthen a range of environmental, social, cultural and economic factors that help develop community health and wellness and resilience in the face of climate change.

ICHAP aims to:

- Provide funds to First Nations communities to address their concerns related to climate change impacts on health and wellness;
- Encourage First Nations climate leadership through community-driven projects that address climate health and wellness issues;
- Promote the use of local and Traditional Knowledge, together with Western knowledge as needed, to help reduce the negative health impacts of climate change;
- Engage and empower youth to participate in and lead climate health action;
- Build on existing community strengths to boost community resilience; and
- Support First Nations communities in planning and strategy development for climate health action.
HOW IS CLIMATE CHANGE AFFECTING FIRST NATIONS HEALTH IN BRITISH COLUMBIA?

Climate change can affect health and wellness both directly and indirectly. First Nations’ deep cultural connection to the land, water and air make many BC First Nations more susceptible to climate impacts on health and wellness. The negative effects of colonialism on the social determinants of health amplify the negative impacts of climate change. On the other hand, First Nations have knowledge and skills that can benefit not only their own communities but also other people.

Over the past decades, BC First Nations communities have observed rapid changes in temperatures, weather patterns, and plant and animal behaviours. Higher temperatures, extreme weather conditions, sea level rise and acidification of water bodies are all connected to climate change, and impact human health and wellness. Climate change can potentially affect health and wellness in many ways, such as worsening asthma, allergies, heart and kidney problems, or facilitating the spread of infectious diseases. It can also impact food security and safety, as is the case with heat induced algal blooms that cause toxins in seafood.
Climate emergencies and rapid changes in the land and waters can also cause deep grief in people. Indirectly, climate change influences health and wellness by changing the access to the land and availability of traditional harvests. All these changes influence the physical, mental, emotional and spiritual health of First Nations people. However, climate change has also created an opportunity for First Nations communities to demonstrate leadership. In August 2019, the Intergovernmental Panel on Climate Change (IPCC) acknowledged the importance of Indigenous Knowledge in climate change adaptation and mitigation. The IPCC stated that Indigenous values play a key role in building climate resilience.

**WHAT IS CLIMATE HEALTH?**

Climate change can affect human health in two main ways:

1. By changing the severity or frequency of existing health problems.
2. By creating unprecedented or unanticipated health threats in places where they have not previously occurred.

**WHAT INITIATIVES DOES ICHAP PROVIDE FUNDING FOR?**

ICHAP funds climate action projects that are community-driven and focus on health and wellness outcomes. Projects can have community, sub-regional or regional reach. These projects aim to strengthen First Nations climate leadership in BC. Projects can focus on climate health in general or on developing a strategy or action plan to reduce climate change impacts on community health. Some examples of focus areas include:

- Food security and food sovereignty;
- Access to the land;
- Mental health;
- Traditional medicine;
- Traditional harvesting; and
- Water quality and quantity.
Project components could include:

- Conducting research that uses both Traditional Knowledge and Western knowledge;
- Organizing opportunities for knowledge sharing and/or education;
- Organizing opportunities for skill building;
- Developing environmental health monitoring programs;
- Mapping of community assets and needs;
- Mapping of traditional food sources;
- Identifying and mapping areas of concern;
- Arranging workshops and/or on-the-land camps;
- Arranging collaborative envisioning and planning activities;
- Establishing new climate health partnerships with different agencies in the community;
- Establishing new climate health partnerships with neighbouring communities, external agencies, or other organizations to pool resources;
- Implementing climate health action plans;
- Building a pilot greenhouse (small pilot infrastructure funding can be considered as part of a larger planning project);
- Developing communication materials (including stories, documents, videos, etc.); and
- Hiring a sub-regional climate change and health coordinator to coordinate efforts in planning and strengthening community resilience (requires collaboration of multiple communities).

WHO CAN APPLY?

Any First Nations community, Tribal Council or not-for-profit First Nations organization located in BC may apply for funding. If you have questions on whether your organization qualifies, please reach out to climate.health@fnha.ca. ICHAP provides funding support directly to First Nations communities/organizations who select their own study topics (within the parameters of this guide) and their own project team members/partners. The projects must be community-driven and focus on concerns related to climate change impacts on health and wellness.

Formal letters of support are required from the organization applying for the grant, Chief and Council (LOS or BCR), local First Nations Health Service Organization and all other partner organizations listed in the proposal.
ELIGIBLE PROJECTS
ICHAP funds community-driven projects. The project must be led by a First Nations community or by a sub-regional or regional collaboration or partnership. A Selection Committee will review and assess the proposals based on their:

- Focus on reducing negative climate change impacts on health. Projects need to state clearly the health threats related to climate change that are affecting the community/communities or that may affect them in the future.
- Level of youth engagement, with a preference for inclusion of youth leadership.
- Incorporation of Traditional Knowledge and Western knowledge.
- The potential to strengthen community climate health resilience through new knowledge and skills (e.g., training components, knowledge and skill building, etc.).
- Integration with or connection to existing community plans when applicable.
- Clarity of the proposal’s action plan and outcome expectations.
- Budget and timelines (i.e., how detailed, realistic, and meaningful the budget is).
- Plan to document the project as well as to evaluate and use project findings.
- Active community engagement throughout the project.

It is critical that the proposal explicitly describes how the project will build on existing community strengths, engage youth and include Traditional Knowledge. Think creatively and be innovative!

PROJECT FUNDING
- Applicants are strongly encouraged to seek supplementary sources of funding, including in-kind or donations from community members or project partners.
- Up to $100,000 is available per year per project from ICHAP, but a higher amount can be considered for larger sub-regional partnerships. Funding is currently available for one year or multi-year project timelines.
- A First Nations community or organization can submit a single proposal per funding call and can be funded for one application at a time.

ICHAP does not fund:
- Emergency Response (e.g., wildfire or flood response activities)
- Infrastructure development (e.g., buildings, roads) or major capital costs (e.g., tractors or solar panels). Small pilot projects will be considered.
WHAT INFORMATION IS REQUIRED IN A PROPOSAL?

Before you begin developing your proposal we recommend that you:

1. **Read this entire guide carefully**

2. **Consider the following questions:**
   - What are the main health threats related to climate change that are affecting your community or region? Have you previously completed a risk or vulnerability assessment?*
   - Who in the community is particularly impacted?
   - What is needed to reduce climate change impacts on health in the community?
   - What kind of assets do you have in your community that could help assess and/or address the situation?

*If you have not completed a risk or vulnerability assessment yet, we encourage you to apply to complete one before undertaking other climate-health adaptation activities. These assessments consist of undertaking research to identify: the specific health risks related to climate change that are affecting your community or region, where risks come from, which members of your community or region are most vulnerable and what kinds of information or actions are needed to assess and adapt to these risks.

3. **Contact the ICHAP team in the early planning stages to discuss your project idea at climate.health@fnha.ca.**

We are happy to provide information and guidance about the program, the application process and timelines for intake and review. We can also provide initial feedback on the eligibility and strength of a draft proposal or project concept and help to ensure you have included all of the necessary information in your proposal.

A COMPLETE PROPOSAL WILL INCLUDE THE FOLLOWING ELEMENTS:

- Cover Page (not included in page count)
- Project Description (See “Key Questions” on Page 9)
- Project Team
- Project Work Plan
- Budget (not included in page count)
- Letter(s) of support (not included in page count) from required parties (e.g., Chief and Council, Health Department, and/or other involved partner organizations)

**Proposal format:**

- Proposals cannot be longer than six (6) single-sided pages, plus a cover page, budget and letters of support.
HOW DO I SUBMIT A PROPOSAL?

Please contact the ICHAP team by email at climate.health@fnha.ca to request the Proposal and Budget Template. You can also use the proposal and budget templates found in the Appendix of this Guide.

Complete proposals can be submitted to the FNHA via email climate.health@fnha.ca. We will send an email confirmation once we receive your proposal. If you do not receive an email, please follow-up with us to make sure your proposal was submitted correctly.

Applicants will be notified of results as soon as their application has been processed by the Selection Committee. Applicants who are not recommended for funding will be contacted by ICHAP program staff and will be provided recommendations for future applications.

The FNHA will keep all proposals (whether successful or not) and may refer to them. Your project findings and details of other project outcomes are the property of your community and will only be shared with your permission.

TIPS FOR DEVELOPING A STRONG PROPOSAL

PROJECT DESCRIPTION
Consider the following questions when creating your proposal:

1. What do you want to do?
   - What do you hope your project to achieve?
   - What will a successful project look like?

2. Why do you need to do it? How has climate change affected the health of your community/region and/or how might it affect your community/region in the future?
   - Proposal reviewers understand that climate change exposures such as rising temperatures and extreme weather events will have an impact on all First Nations in BC. Instead of describing such primary climate exposures, please focus on describing the ways that climate change is directly or indirectly impacting aspects of community health and wellbeing specifically.
   - How will this project benefit the health of your community/region?
   - What might other First Nations learn from this project?

3. How does your proposed project connect to and/or build from existing community plans or previous/ other projects?
   - Please include the names of any relevant plans (such as a Comprehensive Community Plan or ADAPT-funded research for climate change adaptation planning), projects, partners and funders and a few sentences on how each initiative connects to the proposed project.
4. **Youth engagement:** How will your project involve youth?

   Please provide details as to how you will involve youth in this project. Give examples of planned activities for youth and how they can or will be beneficial (e.g., youth leadership, skills and knowledge learned). A strong proposal will identify not only engagement but opportunities for youth leadership and skill development.

5. **Traditional Knowledge:** How will your project involve and protect Traditional Knowledge and culture?

   This can include new ways of using or documenting Traditional Knowledge to help reduce climate change impacts on health and strengthen resilience in the community.

6. **Strengthening and building on existing community capacity:** How will this project strengthen and build on existing community capacity and assets?

   - What kind of existing community strengths can the project build on?
   - How will your community gain skills and knowledge to better understand and address the health impacts of climate change? Be specific. What experts do you plan to use to support your project? How will they pass their knowledge to community members?
   - How will the projects’ benefits and/or activities continue when funding ends?

7. **How will you measure and evaluate the success of the project?**

   - Monitoring and evaluation can help you see if your project is being implemented as expected, achieving its goals and objectives, and whether there is a need to make adjustments. We recommend identifying priority questions and indicators during the planning phase that can be tracked over the course of the project.
   - When establishing a plan for evaluation and measurement, considerations might include: How will you know that planned activities are being carried out as expected and whether activities are on track to support the intended outcomes? How will you know whether the results of activities are aligned with the project’s initial goals and objectives?
   - For more information on measurement and evaluation, please refer to the: “Health and Wellness Planning: A Toolkit for BC First Nations.”

8. **How will you share the project activities and results with community members and other relevant parties?**

   - How will you document the results (e.g., reports, publications, workshops, presentations, communication initiatives and/or materials such as newsletters, pamphlets, videos, stories, performances, maps, etc.)?
   - How will you tell others about the project at the beginning, middle and end of the project?
   - Who will you share the results with?
PROJECT TEAM: WHO WILL YOU WORK WITH TO ACCOMPLISH THE PROJECT?

- Ensure that all parties mentioned in the project description and/or budget are included in the project team table, including 1) name, 2) affiliation, 3) roles and responsibilities within the project, and 4) their relevant knowledge, skills, and/or experience.

- This can include First Nations groups, governments, agencies, NGO groups, associations, academics, professionals, financial contributors, etc. Please note that one-to-two (1-2) sentence descriptions are acceptable.

WORK PLAN: HOW WILL YOU ACHIEVE YOUR GOALS? (ONE (1) PAGE MAX)

- What kind of activities do you need to achieve your project goals? Describe planned activities in the work plan on the next page.

- How do the activities connect to the climate health threats you want to address and your project goals?

- If your project includes an implementation stage, describe what you plan to do (e.g., construct a pilot green house).

- Prepare a table with a list of each key activity of the project, the timelines for each activity and any potential factors that might affect timing (e.g., seasons, availability of resources, migration patterns, etc.), and their connections to climate health and project goals.

BUDGET

MAIN EXPENSES

Salaries and Wages:
Indicate the salaries paid to people specifically hired for the project and the amount of time they will dedicate to the project (hours, days, or weeks).

Honoraria:
Honorarium compensation for participants (e.g., Elders) is a gratuity distinguished from compensation for service or hire and is often used as a way to say thank you for time and knowledge given. Honoraria payments cannot exceed $400/day per person as per FNHA policy.

Professional Service Fees (if appropriate):
Indicate the estimated total value of each contract to be awarded under the project, the contractor’s name (if known) and the purpose of the contract. In the case of contracted laboratory services, indicate the cost of each sample tested, type of test and number of samples. For any services provided by a community member (e.g., labourers, Elders), the community member should be identified in the proposal.
Travel, Accommodation and Meal Costs:
Include all travel, accommodation and meal costs, and indicate the purpose of travel. Please use your standard per diem travel rates.

Equipment and Facilities:
Specify the type of equipment that is needed to conduct your activities and the extent to which it will be used (e.g., tools, mapping, monitoring or sampling equipment, laboratory space).

Administrative/Management Costs
Not to exceed 10% of the total agreement amount.

Operating Costs:
- Include miscellaneous operating costs (office supplies and operating expenses, telephone, printing, computer time, fax, postage)
- Supplies (including lab supplies)
- Publication costs (specify publisher and projected date of publication)

Other Costs
If any budget item does not clearly fit into any of the above categories of expenditure, it must be entered as “Other” with a brief description.

Budget Summary
- Total funding requested from FNHA = $
- Total support from other sources, including in-kind = $
- Total cost of the project (request plus support from other sources) = $

Please clearly divide which expenses will be covered by FNHA ICHAP funding versus external or in-kind funding and ensure the total FNHA expenses match the total FNHA funding request amount.
**Sample Budget:**

<table>
<thead>
<tr>
<th>EXPENSE CATEGORIES</th>
<th>DESCRIPTION</th>
<th>UNIT</th>
<th>COST/UNIT</th>
<th>TOTAL</th>
<th>IN KIND/OTHER SOURCES (PLEASE SPECIFY)</th>
<th>ICHAP</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries and Wages</td>
<td>Project Manager Project team member</td>
<td>60 days</td>
<td>$175/day</td>
<td>$10,500</td>
<td>$3,000</td>
<td>$7,500</td>
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<td></td>
<td>Project team member</td>
<td>40 days</td>
<td>$140/day</td>
<td>$5,600</td>
<td>$5,600</td>
<td>$5,600</td>
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<td></td>
<td>Project team member</td>
<td>40 days</td>
<td>$140/day</td>
<td>$5,600</td>
<td>$5,600</td>
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<td>Travel</td>
<td>Fuel (boat)</td>
<td>13 persons</td>
<td>Market value</td>
<td>$1,000</td>
<td>$1,000</td>
<td>$2,500</td>
</tr>
<tr>
<td></td>
<td>Hotel for visiting First Nations</td>
<td></td>
<td>$180/night</td>
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<tr>
<td>Professional Fees (specify)</td>
<td>Technical Advisor</td>
<td>7 days</td>
<td>$2,000/week</td>
<td>$2,000</td>
<td>$2,000</td>
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<tr>
<td>Administration costs</td>
<td>Administration fee</td>
<td>10%</td>
<td>10%</td>
<td>$4,000</td>
<td>$4,000</td>
<td></td>
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<tr>
<td>Sampling equipment</td>
<td>Lab samples/tests</td>
<td>20 samples</td>
<td>$650/sample</td>
<td>$13,000</td>
<td>$13,000</td>
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<tr>
<td>Mapping</td>
<td>Mapping training</td>
<td>5 persons for 3 weeks</td>
<td>$400/trainee</td>
<td>$2,000</td>
<td>$2,000</td>
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<tr>
<td>Honoraria</td>
<td>Community Elder experts</td>
<td>3 Elders</td>
<td>$300/person</td>
<td>$900</td>
<td>$900</td>
<td></td>
</tr>
<tr>
<td>Other costs (must specify)</td>
<td>Materials for gardening tools</td>
<td>6 sets</td>
<td>$50/set</td>
<td>$300</td>
<td>$300</td>
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<tr>
<td>Total Project Costs</td>
<td></td>
<td></td>
<td></td>
<td>$47,400</td>
<td>$5,300</td>
<td>$42,100</td>
</tr>
</tbody>
</table>

**FUNDING REQUESTED FROM ICHAP** $42,100
LETTERS OF SUPPORT

- Please provide letter(s) of support from relevant authorities and partners (e.g., Chief and Council, Health Department, etc.) for each community involved in the project. This includes:
  - Letter of Support or Band Council Resolution(s) from each Chief and Council
  - Letter(s) from each community health department
  - Letter(s) from any project partners identified throughout the proposal
- The letter should be on official letterhead and be signed by an authorized person.
- We recognize that it may take extra time to get these letters. If the support letters are not ready when you submit your application, please let us know when you expect them.

WHO CAN I CONTACT FOR MORE INFORMATION?

For more information on the Indigenous Climate Health Action Program for First Nations in BC, please contact climate.health@fnha.ca. ICHAP staff members are available to discuss project ideas, help support proposal development, and review and provide feedback before submission.
APPENDIX 1: PROPOSAL TEMPLATE

First Nations Health Authority (FNHA) Indigenous Climate and Health Action Program (ICHAP) for First Nation Communities in British Columbia

Proposal template

PROPOSAL ELEMENT CHECKLIST: The entire proposal must not exceed six (6) pages single-sided, plus a cover page, budget and letters of support. It must include the following elements:

- Cover Page
- Project Description
- Project Team
- Work Plan and Timelines
- Budget
- Letter(s) of support from relevant authorities and partners (e.g., Chief and Council, Health Department, etc.) for each community involved in the project

Please refer to the ICHAP Proposal Application Guidelines for detailed guidance on each proposal element.

Applicants are strongly encouraged to submit draft proposals for initial feedback.

Please contact climate.health@fnha.ca to discuss your draft proposal. If you would like an editable Word proposal or budget template, need assistance or have any questions, please contact climate.health@fnha.ca

1. COVER PAGE

Indigenous Climate Health Action Program for First Nation Communities in British Columbia

Funding Application

Project Title:

Applicant Information

Name of applicant or project leader:
Name of proposal writer (if different than applicant):
Affiliation (community):
Address:
Telephone:
Fax:
E-mail:

Name of Community or Organization:
Date of Submission:
Amount of Funding Requested from the First Nations Health Authority: $
2. PROJECT DESCRIPTION

For more details on how to best answer the following questions, please refer to page 11 of the ICHAP Proposal Applications Guidelines: Tips for Developing a Strong Proposal:

1. What do you want to do?
2. Why do you need to do it? How has climate change affected the health of your community/region and/or how might it affect your community/region in the future?
3. How does your proposed project connect to and/or build from existing community plans or previous/other projects?
4. Youth engagement: How will your project involve youth?
5. Traditional Knowledge: How will your project involve and protect Traditional Knowledge and culture?
6. How will this project strengthen and build on existing community capacity and assets?
7. How will you measure and evaluate the success of the project?
8. How will you share the project activities and results with community members and other relevant parties?
3. **PROJECT TEAM: WHO WILL YOU WORK WITH TO ACCOMPLISH THE PROJECT?**

<table>
<thead>
<tr>
<th>NAME</th>
<th>AFFILIATION</th>
<th>ROLES AND RESPONSIBILITIES</th>
<th>RELEVANT KNOWLEDGE, SKILLS, AND/OR EXPERIENCE</th>
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### 4. WORK PLAN - ONE (1) PAGE MAX

<table>
<thead>
<tr>
<th>ACTIVITY #</th>
<th>DESCRIPTION OF ACTIVITY (E.G., SURVEY, MAPPING, WORKSHOPS, TRAINING)</th>
<th>TIMELINE AND POTENTIAL FACTORS AFFECTING TIMING</th>
<th>CONNECTION TO CLIMATE HEALTH THREATS AND PROJECT GOALS</th>
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5. **BUDGET**

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<tr>
<th>EXPENSE CATEGORIES</th>
<th>DESCRIPTION</th>
<th>UNIT</th>
<th>COST/UNIT</th>
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<th>ICHAP</th>
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**FUNDING REQUESTED FROM ICHAP**

**NOTES:**
- Please refer to ICHAP Application Guidelines document for a sample budget.
- Funding is limited to those activities/expenses directly associated with the project.
- We strongly encourage proposals to include in-kind contributions.
Indigenous Climate Health Action Program

environmental.health@fnha.ca