

A GUIDE for the Applications The Anglican Healing Fund

Healing the Legacy of Indian Residential Schools – Mentally, Emotionally, Physically and Spiritually

NOTE: Please read CAREFULLY the following guide for the application for the Anglican Healing Fund. This document will guide your work in preparing, planning and organizing your application. You are encouraged to work on the application with other people as part of your Capacity Building.

The maximum amount of funding per application is \$15,000.

Purpose of the Anglican Healing Fund

The purpose of the Anglican Healing Fund is to address the legacy of the Indian Residential School Experience by advancing the healing of former residential school students, their families, their descendants, and their communities; to support their development of capacity building skills and life sustaining values; and to inspire them to embrace the spiritual renewal of their individual lives and collectively as communities.

Who Can Apply?

- Indigenous Peoples at the community grassroots level.
- Applicants must be community-based on Reserve or Territory or affiliated with an Indigenous, off- reserve Indigenous community-based program.
- Establish yourselves as a group including a name.
- Obtain a checking account at your local bank. This is important as the Anglican Healing Fund does not write checks to individuals.

Functions of the Project

- Grant Writing – an individual such as the Person in Charge and other individuals, as a group can work together to write the application. You can teach, share and learn in the process. It is called capacity building.
- Advisor is a person from the community such as a Knowledge Keeper who will guide and consult with you on matters of concern as necessary.
- Person in Charge is the individual who is responsible for all phases of the project including planning, organizing, overseeing the activities and events of the project. This is also the contact person for the project and may also participate in writing the application.
- Primary Workers are individuals who will be working on the project such as Knowledge Keepers, Beaders, Moccasin Makers, Artists and so forth.

- Please consider substitutes for each of the functions including Knowledge Keepers and Arts in case, for some unexpected reason, the designated individual such as the advisor, person in charge or your primary workers may have to leave the project.
- Maintain good records of your expenses including keeping all of your receipts and storing them in a safe place. Please make copies of your receipts as you will be required to submit them with your final project and budget report.
- We are on a healing journey and a life long learning process. If concerns arise during the project, you are required to problem solve as co-workers. You may consider these kinds of experiences as learning opportunities to enhance your personal skills.
- Establish ground rules for conduct of behavior for workers and participants.
- Remember we are all learning how to work together with supportive and compassionate manners.

Priorities

1. New applicants.
2. Projects that are committed to individual, family and community healing.
3. Projects that deal with the healing of shame, fear and anger regarding language and cultural oppression of Indigenous Peoples, internalized oppression, lateral violence, intergenerational trauma and other forms of hurt.
4. Projects that are inclusive of all age range and gender.
5. Projects that utilize local resources and community partnerships such as Knowledge Keepers, artists, ceremonialists, herbalists, and individuals committed to health and wellness, supportive and compassionate allies of Indigenous Peoples.
6. Projects that recognize we are all responsible for our own healing and that we can support one another in our healing journey.

Components of the Project including the Budget

1. Initiated by Indigenous people at community grassroots level.
2. Focus on the healing of former residential school students, their families, their descendants, and their communities.
3. The primary focus must be directed at the spiritual, emotional, physical and mental healing of former residential school students, their families, their descendants, and their communities.
4. To clarify, emotions range from grief, anger, shame, fear, happiness and so forth. For example the project may address healing (shame, fear and anger) language and cultural oppression as experienced by Indigenous Peoples, the internalized oppression, lateral violence and other forms of hurt we experience in our daily lives.
5. Healing approaches may include support groups, healing circles, one-to-one sessions, camps, walking, meditating outdoors, Indigenous ceremonies and Indigenous performing arts such as dancing, drumming, singing, storytelling, drama and oratory.
6. The project may incorporate capacity building skills by teaching planning and organizational skills for events and gatherings, cultural protocols, leadership skills, communication, public speaking, journal writing, consultation and collaboration.

7. The underlying life-sustaining values of the project are patience, kindness, consideration, fair-mindedness, respect, courage, generosity, honesty, humility and so forth.
8. The principal workers are the Knowledge Keepers, Cultural Helpers, Ceremonial People, Support Group Workers, Artists (performing arts and makers of cultural items for cultural use) and Individuals committed to the healing and wellness of our Indigenous Peoples of all age range, males and females. For camps, additional helpers required to ensure safety and security, maintenance and daily assistance.
9. Address the safety, security, beauty and order of the facilities such as the camp grounds. Encourage participants to use their own dishes, bowls, cups and utensil just as our ancestors practiced. Do not use Styrofoam cups, bowls, plates and plastic forks, knives and spoons. This is a way of being environmentally conscious and it is part of the physical dimension of the Medicine Wheel.
10. Sew (or hand stitch) your own personalized bags for your dishes. You can get the help a seamstress to teach you the basic skills of sewing straight lines and attaching pretty decorations onto your bags.
11. Health and Nutrition can become educational topics for your participants, for example you can incorporate lessons on health and nutrition into the preparation of the feasts and snacks. Avoid soda drinks, potato chips, packaged cakes and candies in your snack menu.
12. **BUDGET** is the detail description of how you will use the money including honorarium or per diem for Knowledge Keepers, Cultural Helpers, Ceremonial People, Artists and Supporters such as camp helpers; materials, supplies and groceries. Please pay attention, save your receipts and attach them to your final budget report.

Application Package

1. All questions of the application form must be answered.
2. Only the required documents such as the budget, the bios, and the three letters of support must be attached to the application form with your responses. Please note, if you attached additional documents not required they will not be taken into consideration.
3. Attach to the application brief biographies of the (a) advisor, (b) person in charge and (c) principal workers of the project such as Knowledge Keepers, Ceremonial People, Cultural Helpers, Artists including beaders, moccasin makers, shawl makers and traditional food cooks.
4. Provide detailed budget for all expenses, in-kind and volunteer (person is not paid) support.
5. Three current and original letters of support with signatures must be attached to the application form (electronically and hard copy). The letters of support can come from older community members, friends, community leaders, elders, church clergy and agency workers such as teachers, police officers, health care workers, counsellors, librarians and museum workers. Please do not write form letters on behalf of your supporters. Instead you can encourage them to speak their voice, and you can write their message for them – this is more authentic.
6. Submission of separate letters of support will not be accepted.
7. Applications emailed will be accepted, if a hard copy is also provided and mailed with Canada Post stamped on or before the due date (Please refer to the Section on Due Date).

8. There is a limitation to the numbers of words allowed in certain parts of the application form, please pay attention and follow this instruction.
9. A detail description of the BUDGET including honorarium, per diem, supplies, facilities/space rental, transportation, materials and groceries.
10. You must submit on time a complete application package with all required attachments of bios, letters of support and budget proposal in order to be considered for funding. Late submissions of applications will not be considered.

Due Date for Submission of Applications

- Applications must be **received** on or before the due date of March 1 (11:59 PM Eastern Daylight Time) and October 1 (11:59 PM Eastern Daylight Time).
- Please take note of these timelines. If you don't know your Time Zone you may go online for information.
- If a due date falls on a weekend or holiday, the due date is moved to the next business day.

Start and Completion Dates for Projects

- Start date is December 15 for October submissions and Completion Date is December 15th, one year later.
- Start date is May 15 for March submissions and Completion Date is May 15th, one year later.
- Please do not call at the last minute to request special consideration for extension of the due dates for you. Such requests will not be granted.

Review and Selection of Applications

- The Healing Response Committee (HRC) reviews and selects the applications for funding.
- The HRC will meet in November 2019 to review the applications.

Anglican Healing Fund is not able to fund the following areas:

- Events or projects that have already taken place prior to review and selection of applications
- Hiring of personnel – salaries and wages
- On-going office expenses and administration fees
- Giveaways – the giveaway is the enactment of a core value in Indigenous culture and part of all Indigenous ceremony showing the practice of generosity.
- When you do not apply for funding but request for monies for your project or event.

Payment of Grant

When you are awarded a grant, you will receive a letter indicating the amount of your grant. You will receive 75% of the grant before the start date of your project. If there are Terms of

Dr. Martha Many Grey Horses, The Anglican Healing Fund Coordinator, A Guide for the Applications, Summer 2019

Conditions attached to your grant, you are required to fulfill these *Terms of Conditions before the grant is released*. If the Final Project and Budget Report is approved then you will receive the remaining 25% of your grant. Please review the Section on the Final Project and Budget Report.

Final Project and Budget Report

If you are awarded a grant, you are required to submit a Final Project and Budget Report after the completion of your project. This is a condition for being awarded the grant. This report help us to ascertain the performance of the grant and to report to our donors about how the funds were spent. As well, for their work, our auditors request for documents regarding the projects.

If the Final Project and Budget Report is not received, the Healing Fund will be not process the 25% of your grant and future grant application in your name.

Grant Recipients. The Anglican Church of Canada publishes a list of grant recipients on its [Website](#).