



<b>Policy:</b>	2.1.14
<b>Approved By:</b>	Trust Council
<b>Approval Date:</b>	March 13, 2018
<b>Amendment Date(s):</b>	September 15, 2020; September 20, 2022
<b>Policy Holder:</b>	Director of Trust Area Services

## HISTORY AND HERITAGE CONSERVATION GRANTS-IN-AID

### Purpose

1. To provide modest financial assistance to non-profit organizations or First Nations engaging in activities to increase public awareness, understanding and appreciation of the history and heritage of the Islands Trust Area, including the history and cultural heritage of Indigenous Peoples on the islands.
2. To provide modest financial assistance to non-profit organizations or First Nations engaging in the conservation of heritage property, cultural heritage areas, or archaeological sites in the Islands Trust Area.

### Background

1. Section 8(2) of the *Islands Trust Act* establishes the discretionary powers of Trust Council. Under Section 8(2)(f) Trust Council may “engage in activities to gain knowledge about the history and heritage of the Trust Area and to increase public awareness, understanding and appreciation of that history and heritage”. Under Section 8(2)(g) Trust Council may conserve heritage property.
2. Section 8(2)(h) of the *Islands Trust Act* allows Council to support and give financial assistance to activities referred to under Section 8(2)(f) and 8(2)(g) that are undertaken by others in the Islands Trust Area.

### A. Definitions

“Heritage”: a place, feature or event of historical, cultural, aesthetic, educational, or scientific significance.

“Heritage Conservation”: includes any activity undertaken to protect, preserve, or enhance the heritage value of heritage property.

“Indigenous Cultural Heritage”: Indigenous Peoples understand and describe “heritage” according to their own perspectives, traditions and languages. A general definition for Indigenous heritage would include ideas, experiences, worldviews, objects, forms of expressions, practices, knowledge, spirituality, kinship ties and places valued by Indigenous Peoples. Indigenous heritage is intrinsic to Indigenous well-being and held for all generations.

### B. Policy

**1. Granting Funds to Others**

- 1.1 Funding applications for history and heritage conservation grants-in aid will have an application deadline of April 30 and will be considered by Executive Committee once a year in May.
- 1.2 If there are remaining funds in the budget after the May allocation, Executive Committee may initiate a second round of applications with an application deadline of September 30, to be considered by Executive Committee in October.
- 1.3 Any non-profit organization or First Nation, excepting those listed in section 1.4 of this policy, is eligible to receive up to \$5,000 of funding (most grants expected to be in the \$1,000 to \$2,000 range) to:
  - 1.3.1 undertake activities that increase public awareness, understanding and appreciation of the history and heritage of the Islands Trust Area; and/or
  - 1.3.2 conserve heritage property, including cultural heritage areas and archaeological sites in the Islands Trust Area.
- 1.4 The following individuals/groups are not eligible to apply for funding:
  - 1.4.1 Islands Trust trustees, staff, or contractors;
  - 1.4.2 organizations subject to an open bylaw enforcement action with a confirmed land use bylaw violation for which Islands Trust is seeking compliance.
- 1.5 To receive funding, non-profit organizations or First Nations must make their requests for funding to the Islands Trust Executive Committee on the prescribed form (Attachment 1) no later than April 30 each year. The request must include the following:
  - 1.5.1 the name of the non-profit organization or First Nation making the request;
  - 1.5.2 the dollar amount of funding being requested;
  - 1.5.3 specifics about the nature of the activities as they relate to 2.2 of this policy;
  - 1.5.4 for research activities, an outline of the methodology, and/or description of the cultural knowledge or traditional ecological knowledge framework; and,
  - 1.5.5 for publications, an outline of the messaging, medium of the publication and intended audience.
- 1.6 The Executive Committee will review applications in May of each year. In undertaking this work, the Executive Committee will consider the merits of the activities in the funding request and how they align with:
  - 1.6.1 the Islands Trust Object;
  - 1.6.2 the Islands Trust Policy Statement;

- 1.6.3 Trust Council's Strategic Plan;
- 1.6.4 the Islands Trust Reconciliation Declaration; and
- 1.6.5 available funds.

## **2. Conditions of Funding Approval**

- 2.1 For research projects, Islands Trust staff review and approve the methodology.
- 2.2 For publications, Islands Trust staff review and ensure that the publication meets Islands Trust visual identity guidelines.
- 2.3 The non-profit organizations or First Nations who receive funding must acknowledge support of Islands Trust in all printed and publication material related to the project, event or program.
- 2.4 The non-profit organizations or First Nations must spend all funds and submit a final report summarizing the project outcomes by the end of the fiscal year.
- 2.5 In the event a project is not complete by the end of the fiscal year, the non-profit organizations or First Nations must notify Islands Trust as soon as practical and refund any grant funds provided for project work that has not been completed.
- 2.6 Staff will provide the relevant local trustees an opportunity to provide feedback on each funding application prior to Executive Committee's review.
- 2.7 Applications must not incur adverse impacts to registered archaeological sites or potential sites.

## **3. Funding Source**

- 3.1 For each fiscal year, Trust Council will establish a History and Heritage Conservation Grant-in-Aid budget.

## **C. Legislated References**

[Islands Trust Act](#) – Section 8(2)(h)

[Islands Trust Council Policy 6.1.1 First Nations Engagement Principles](#)

[Islands Trust Council Policy 6.5.3 Procurement Policy](#) (B.5 Financial Assistance to Community Organizations and Other Groups or Individuals)

[Declaration on the Rights of Indigenous Peoples Act](#) (DRIPA)

## **D. Attachment**

Attachment 1 – Application Form



Islands Trust

ATTACHMENT 1

ISLANDS TRUST

HISTORY AND HERITAGE CONSERVATION GRANTS-IN-AID APPLICATION FORM

Name of non-profit organization or First Nation:	
Full Mailing Address:	
Telephone Number:	
Email Address:	
Contact Person:	
Primary purpose of non-profit organization:	
Service provided to the community:	
Number of clients or people that use service:	
Indigenous Knowledge Holder(s) involved in project:	
Amount of grant-in-aid requested (up to \$5,000):	
Purpose of the grant-in-aid:	History / Heritage / Heritage Conservation
Describe how the grant-in-aid will be used:	
Describe how the grant-in-aid will support the Islands Trust Object, Policy Statement, Strategic Plan, and/or Reconciliation Declaration:	
Has the non-profit organization or First Nation received a previous grant-in-aid from Islands Trust?	Yes No (if yes, please list grants received)
Does the non-profit organization or First Nation agree to use all funds and submit a final report summarizing the project outcomes by the end of the fiscal year (March 31 <sup>st</sup> )?	Yes No
Applicant Signature:	
Date of Signature:	

<b>Internal Use Only:</b>
Date of EC Resolution:
Amount Approved:

**Collection Notice:** Personal information contained on this form is collected under the authority of the Local Government Act and is subject to the Freedom of Information and Protection of Privacy Act. The personal information will be used for purposes associated with the History and Heritage Conservation Grants-in-aid program. Enquiries about the collection or use of information in this form can be directed to David Marlor, Director, Legislative Services at 250-405-5169, or send an email to [FOI@islandstrust.bc.ca](mailto:FOI@islandstrust.bc.ca).