

**PROGRAM:** Indigenous cultural partnership 2025-2027

To receive financial assistance, the BENEFICIARY agrees to comply with the following conditions:

<p><b>1. General conditions</b></p>	<p>a) The BENEFICIARY must:</p> <ol style="list-style-type: none"> <li>1) use the granted financial assistance solely for the purposes outlined in the standard appearing in Appendix I;</li> <li>2) implement the action plan in accordance with the standard and inform the MINISTER, as soon as possible, of any actions that cannot be carried out;</li> <li>3) bear any additional costs resulting from implementation of the action plan;</li> <li>4) immediately reimburse the MINISTER for any funds not used for the intended purposes;</li> <li>5) comply with applicable laws and regulations;</li> <li>6) notify the MINISTER (at least two [2] weeks in advance) of meetings of any committee or work group related to the action plan, when necessary;</li> <li>7) provide the MINISTER, according to the frequency specified in the program standard, with all required information to ensure accountability regarding the granted financial assistance;</li> <li>8) provide the MINISTER, upon request, with any document or information related to the granted financial assistance or the evaluation of the program;</li> <li>9) acknowledge the MINISTER's contribution in accordance with government visibility rules<sup>1</sup>.</li> </ol> <p>b) The obligations and rights set forth in this agreement cannot, under penalty of nullity, be assigned, in whole or in part, without the prior written approval of the MINISTER, who may then impose conditions for this purpose.</p> <p>c) This agreement does not in any way constitute a guarantee or commitment that the MINISTER will participate in the funding of the BENEFICIARY's projects in future years.</p> <p>d) The MINISTER shall not be obligated to contribute to the funding for the completion of the project subject to financial assistance in the event of cost overruns.</p>
<p><b>2. BENEFICIARY Responsibilities</b></p>	<p>a) Avoid any situation that may create a conflict between the personal interests of its directors and those of the MINISTER. If such a situation arises, the BENEFICIARY shall inform the MINISTER, who may, at their discretion, issue a directive on how to resolve the conflict of interest or terminate the financial assistance agreement. This clause does not apply to conflicts that may arise regarding the interpretation or application of these terms for granting financial assistance.</p> <p>b) The BENEFICIARY is responsible for any damage caused by itself, its employees, agents, representatives, or subcontractors during the execution of this agreement, including damage resulting from failure to meet any commitment made in connection with the granting of financial assistance.</p> <p>c) Indemnify, protect, and defend the MINISTER against all claims, demands, lawsuits, or other proceedings brought by any person as a result of any damage caused in this manner.</p>
<p><b>3. Verification</b></p>	<p>a) Retain all documents related to the granted financial assistance for a period of seven (7) years.</p> <p>Allow any representative designated by the MINISTER reasonable access to its premises, books, and other documents for the purpose of verifying the use of the financial assistance, until three (3) years after the completion of the project subject to financial assistance or until the resolution of disputes and claims, if applicable, whichever of the two (2) dates is later. The MINISTER's representative may make copies or extracts of any document they review during this process.</p>
<p><b>4. Termination</b></p>	<p>a) The MINISTER reserves the right to terminate this agreement at any time for any of the following reasons:</p>

<sup>1</sup> Government visibility rules are available at [https://cdn-contenu.quebec.ca/cdn-contenu/adm/min/culture-communications/Aides-financieres/Reference\\_framework\\_visibility\\_ang.pdf](https://cdn-contenu.quebec.ca/cdn-contenu/adm/min/culture-communications/Aides-financieres/Reference_framework_visibility_ang.pdf)

	<ol style="list-style-type: none"> <li>1) the BENEFICIARY fails to fulfill any of the terms, conditions, or obligations imposed under this agreement;</li> <li>2) the BENEFICIARY ceases its activities in any manner, including due to bankruptcy, liquidation, or the assignment of its assets;</li> <li>3) the BENEFICIARY has provided false or misleading information or has made false statements.</li> </ol> <p>b) To do so, the MINISTER shall send a written notice of termination to the BENEFICIARY, stating the reason for the termination. If the reason for termination is as described:</p> <ol style="list-style-type: none"> <li>1) under paragraph 1) of the previous clause, the BENEFICIARY must remedy the failure indicated within thirty (30) business days from the date of receipt of the notice and inform the MINISTER; otherwise, this agreement shall be automatically terminated, with the termination taking legal effect at the end of this period;</li> <li>2) under paragraphs 2) and 3) of the previous clause, the termination shall take legal effect from the date the notice is received by the BENEFICIARY.</li> </ol> <p>c) The BENEFICIARY is then entitled to reimbursement of expenses, disbursements, and amounts representing the actual value of the actions carried out and covered by this agreement up to the date of its termination, without any further compensation or indemnity whatsoever.</p> <p>d) Furthermore, the BENEFICIARY is responsible for all damages incurred by the MINISTER as a result of the termination of this agreement.</p> <p>e) The MINISTER also reserves the right to terminate this agreement without needing to provide justification for the termination. To do so, the MINISTER must send a written notice of termination to the BENEFICIARY. The termination takes legal effect on the date the BENEFICIARY receives this notice, and clause c) then applies.</p> <p>f) The MINISTER reserves the right to demand total or partial reimbursement of the financial assistance that has been disbursed as of the date of termination.</p> <p>g) Failure by the MINISTER to exercise their right to terminate shall not be interpreted as a waiver of that right.</p>
<p><b>5. Modification</b></p>	<p>Any changes to the content of this agreement or the scope of the granted financial assistance must be documented in an amendment signed by the BENEFICIARY and the MINISTER. This amendment shall not alter the nature of this agreement and shall be considered an integral part thereof.</p>
<p><b>6. Effective date and duration</b></p>	<p>Notwithstanding the date of signature of this document, the present conditions shall enter into effect on the date of the announcement letter and shall expire on September 30, 2028.</p> <p>All clauses that, by their nature, should continue to apply shall remain in effect despite the expiration of these terms and conditions, regardless of the reason, including, in particular, the clause regarding the retention of documents.</p>

**By signing, you agree to the terms of the financial assistance granted to the BENEFICIARY.**

**This document constitutes the financial assistance agreement made between the BENEFICIARY and the ministère de la Culture et des Communications.**

**Name of the BENEFICIARY:**

I am the authorized signatory for the BENEFICIARY, and I certify that the above conditions will be met.

Date:

By:

**This is a courtesy translation:  
The original French document must be signed**

First and last name of the authorized signatory

Title

Appendix A

**INDIGENOUS CULTURAL PARTNERSHIP**

**May 21, 2025**

## ACRONYMS AND ABBREVIATIONS USED

BAnQ	Bibliothèque et Archives nationales du Québec
CALQ	Conseil des arts et des lettres du Québec
GST	Goods and Services Tax
HST	Harmonized Sales Tax
ICP	Indigenous Cultural Partnership
MCC	Ministère de la Culture et des Communications
NPO	Nonprofit organization
OECD	Organization for Economic Co-operation and Development
PQJ	Québec Youth Policy
QST	Québec Sales Tax
RENA	Register of companies not eligible for public contracts
SODEC	Société de développement des entreprises culturelles

## Table of contents

Acronyms and abbreviations used .....	4
List of appendices .....	6
List of tables.....	6
<b>1. PROGRAM PURPOSE .....</b>	<b>7</b>
1.1. Government guidelines regarding Indigenous peoples .....	7
1.2. A tool suited to different realities.....	8
1.3. What is an Indigenous cultural partnership?.....	8
<b>2. PURSUED OBJECTIVES .....</b>	<b>9</b>
<b>3. ELIGIBILITY CRITERIA AND CONDITIONS .....</b>	<b>9</b>
3.1. Eligible clients .....	9
3.2. Eligible actions.....	10
3.2.1. General conditions .....	10
3.2.2. Specific conditions for hiring human resources .....	11
<b>4. APPLICATION SUBMISSION PROCESS .....</b>	<b>11</b>
<b>5. APPLICATION SELECTION PROCESS.....</b>	<b>13</b>
5.1. Selection criteria .....	13
5.2. Application scoring and prioritization .....	14
<b>6. FINANCIAL ASSISTANCE ALLOCATION PROCESS.....</b>	<b>14</b>
6.1. Financial assistance calculation .....	14
6.1.1. Funds distribution among nations.....	15
6.1.2. Funds distribution among a community and its nation.....	15
6.1.3. Ministry contribution .....	15
6.2. Rule on the accumulation of public financial assistance.....	16
6.2.1. Eligible expenses .....	16
6.2.2. Ineligible expenses .....	17
6.3. Financial assistance disbursement terms.....	17
6.4. Terms for granting financial assistance .....	18
<b>7. MONITORING AND ACCOUNTABILITY .....</b>	<b>19</b>
<b>8. SPECIFIC PROVISIONS .....</b>	<b>19</b>
8.1. Visibility requirements .....	19
8.2. Program accountability .....	19
8.3. Duration of the standard .....	19

## LIST OF APPENDICES

Appendix I–Sectoral guidelines for Indigenous cultural partnerships _____	17
Appendix II–Glossary _____	22
Appendix III–Indicators for measuring the results of the standard _____	25

## LIST OF TABLES

<b>Table I</b> –Financial assistance application selection criteria _____	10
<b>Table II</b> –Scoring scale _____	11
<b>Table III</b> –Criteria for distributing financial assistance by nation _____	11
<b>Table IV</b> –Criteria for distributing financial assistance among a community and its nation, if applicable _____	12

## 1. PROGRAM PURPOSE

### 1.1. Government guidelines regarding Indigenous peoples

The First Nations and Inuit are the original inhabitants of the territory and thus occupy a unique place in the history of Québec, both culturally and politically. The 15 principles, adopted on February 9, 1983, by the Conseil des ministres, form the foundation of government action regarding Indigenous peoples. The first principle states that Québec recognizes that the Indigenous peoples of Québec are distinct nations with rights to their culture, language, customs, and traditions, as well as the right to guide the development of their own identity.

The First Nations and Inuit have their own systems for transmitting knowledge, which often rely on oral traditions and intergenerational relationships. However, many social changes have resulted in a decrease in the frequency of these relationships, thereby threatening the vitality of Indigenous cultures. Québec government efforts aim to support Indigenous peoples—both in urban settings and within communities—who wish to strengthen or complement their cultural transmission systems with formal or informal education programs.

Members of the First Nations and Inuit face their own cultural challenges and issues. In order to address the recommendations of the Truth and Reconciliation Commission established by the Government of Canada, it is important to revitalize the relationship between the Québec government and Indigenous peoples based on constructive exchanges, mutual respect, and a willingness to collaborate. Culture provides a privileged space for such encounters.

In accordance with government guidelines regarding relations with the First Nations and Inuit, the ministère de la Culture et des Communications (Ministry) must act as a model by promoting dialogue prior to projects and initiatives that concern them. The goal is to foster reconciliation and better adapt to the specific realities of each Indigenous community and nation in order to contribute to the prosperity of these unique and diverse cultures.

This is how the Indigenous cultural partnership program fits within Québec's cultural policy, "Partout, la culture," especially in regard to its commitments to Indigenous communities. The first of these commitments states that:

Indigenous communities must also have the opportunity to play a greater role in the management, promotion, and transmission of their cultural heritage, including traditional knowledge. By respecting this process that promotes the autonomy of Indigenous nations in cultural matters, the government will provide equitable support to each of them. It is committed to expanding the scope of partnership agreements with Indigenous nations, as well as the involvement of Indigenous leaders and organizations in the knowledge, protection, promotion, and management of their cultural heritage<sup>2</sup>.

The vitality of Indigenous languages, which are an integral part of the cultures of the First Nations and Inuit, is also of great importance to Québec, especially within the context of the International Decade of Indigenous Languages 2022-2032. Coordinated action is recommended to effectively support, both locally and nationally, Indigenous communities and nations in their efforts to preserve, transmit, and promote their languages.

The program is also part of the 2022-2027 Government Action Plan for the Social and Cultural Wellness of the First Nations and Inuit. Various actions are included in this plan to ensure the social and cultural prosperity of Indigenous peoples, focusing on genuine cohesion in government action. Particular emphasis has been placed on Indigenous cultures and languages, as well as on reconciliation, which constitutes one of the six priority areas. The Ministry plays a crucial role in implementing actions in this area.

---

<sup>2</sup> Québec's cultural policy, "Partout, la culture", p. 14.

## 1.2. A tool suited to different realities

Under the founding law of the ministère de la Culture et des Communications (MCC), the Ministry is authorized to “conclude development agreements with municipalities, regional bodies or groups in matters of culture or communications<sup>3</sup>.” The establishment of Indigenous cultural partnerships (ICPs) with Indigenous organizations and bodies has been an essential method of engagement for the Ministry for over 30 years. In contrast to municipal and regional cultural development agreements, with Indigenous cultural partnerships, the Ministry engages with distinct nations that possess their own culture, language, and heritage. The Ministry’s intention is to provide them with a versatile and structured tool that allows them to determine their own actions for their future.

By encompassing all cultural needs, the Indigenous cultural partnership program enables partners to avoid submitting multiple financial assistance applications annually, ensuring predictability in funding targeted actions. Project monitoring and accountability are also simplified. Thus, the program eases cultural project management by providing partners the opportunity to allocate their often-limited human resources to the development and implementation of projects rather than their administration. In a context where the Ministry supports partners who are often under-resourced and working in remote areas, it is essential to propose simple and tailored means that address their diverse realities and encompass all of their actions. In summary, Indigenous cultural partnerships help increase partner autonomy in terms of the preservation, transmission, and promotion of Indigenous cultures and languages, based on their priorities and aspirations. They also strengthen partner capacity by supporting the hiring of human resources dedicated exclusively to Indigenous culture or languages, as well as the development of their knowledge, skills, and collaborative ties.

Due to their realities, legal status, languages, and cultures, Indigenous communities find it challenging to enroll in the Ministry’s generic programs. They face difficulties in securing stable funding that would allow them to plan structural actions for the preservation, transmission, and promotion of their cultures and languages. Their needs also vary for projects that take place at the community, nation, or multi-nation level. To ensure effective government action in culture, the Ministry has developed expertise and methods that adapt to various realities.

Indigenous cultural organizations are key players in the Indigenous cultural ecosystem of Québec. They operate in urban areas to raise awareness among non-Indigenous populations about the realities and cultures of the First Nations and Inuit. These organizations also play a crucial role for Indigenous peoples living outside of reserves, for whom access to their culture is often complex or difficult. Finally, these organizations engage with communities through specific projects to provide Indigenous populations with cultural activities that complement the various initiatives implemented by the communities or nations.

## 1.3. What is an Indigenous cultural partnership?

The partnerships and projects implemented through the current program take into account the specific needs of members from the different Indigenous nations and communities in Québec, and they are based on a shared understanding of cultural and communication issues and challenges. They can be established at the initiative of the Ministry or arise from initiatives by partners that the Ministry agrees to join.

An Indigenous cultural partnership concluded between the Ministry and an eligible applicant is defined as a comprehensive agreement that includes a set of actions related to culture and communication. It allows for showcasing the potential of each Indigenous partner, supporting cultural vitality through the sharing of their knowledge and aligning their actions in culture and communication. To ensure sustainable funding, the Indigenous cultural partnership can be established for a duration of 1 to 3 years.

The Indigenous cultural partnership is a tool tailored to the realities and needs that Indigenous communities and nations are able to identify themselves. It serves as a lever for the preservation, transmission, and promotion of Indigenous cultures and languages, to which partners from various backgrounds are invited to contribute.

---

<sup>3</sup> *Act respecting the ministère de la Culture et des Communications*, CQLR, chapter M-17.1, section 14, paragraph 3.

Priority beneficiaries are members of the various Indigenous nations and communities in Québec, with a focus on developing and strengthening the cultural vitality of their nations and communities.

## 2. PURSUED OBJECTIVES

The objectives of this program fall into two categories. Firstly, the establishment of an Indigenous cultural partnership primarily aims to:

- address the specific needs of members of the various Indigenous nations and communities in Québec regarding culture and communication;
- strengthen the territorial coherence of public actions in culture and communication;
- contribute to the efficient management of actions in culture and communication;
- enhance the autonomy of Indigenous nations and communities concerning the preservation, transmission, and promotion of their cultures and languages.

Secondly, throughout Québec, funding for actions benefiting the First Nations and Inuit aims to:

- promote access to their cultures and encourage participatory cultural life;
- contribute to the affirmation of cultural identities and to highlight the specific cultures and languages of each of the Indigenous nations;
- strengthen the capacity of Indigenous nations and communities to preserve, transmit, and promote their cultures and languages.

The Indigenous cultural partnership facilitates funding for actions that align with a cultural action plan specific to a nation, an Indigenous community, or an organization dedicated to Indigenous cultural development within the territory of Québec. It is based on jointly negotiated objectives, actions, and resource sharing. The principles of the partnership established between the Ministry and the Indigenous partner are as follows. Thus, the partnership:

- focuses on a shared understanding of the characteristics and dynamics as well as the issues and challenges faced by the nation, the Indigenous community, or the organization;
- encourages initiatives that are distinct from or [complementary](#) to other programs of the Ministry, agencies, and Crown corporations under the Minister of Culture and Communications;
- allows for the adaptation of practices from one territory to another, respecting the priorities of the nation or the Indigenous community.

## 3. ELIGIBILITY CRITERIA AND CONDITIONS

### 3.1. Eligible clients

**Eligible clients include:**

- the [11 Indigenous nations of Québec](#) recognized by the National Assembly and represented by:
  - designated Indigenous national bodies: an organization or political entity responsible for ensuring the preservation, transmission, or promotion of the culture or language of a single nation, as designated by its members;
  - Indigenous cultural organizations: an autonomous organization linked to several nations or operating in urban Indigenous contexts, whose activities contribute to the preservation, transmission, or promotion of Indigenous cultures or languages in the territory of Québec;
- the Indigenous communities that are part of the 11 Indigenous nations of Québec recognized by the National Assembly.

**Ineligible clients include:**

- individuals;
- non-Indigenous organizations;
- for-profit organizations
- non-Indigenous governmental organizations;
- applicants who find themselves in any of the following situations:
  - Registered with the Register of companies not eligible for public contracts (RENA), including any [subcontractor](#) registered with the Register;
  - Within the two years preceding the application for financial assistance, have failed to meet their obligations under a financial assistance program from the Ministry after being notified by the latter of their non-compliance with the terms for granting financial assistance and accountability;
  - Have failed to meet their obligations after having been duly served with formal notice regarding the granting of prior financial assistance by a Québec government ministry or agency;
  - Do not meet the high standards of integrity that the public has a right to expect from a beneficiary of financial assistance from public funds;
  - Have used the financial assistance to make a payment benefiting an entity described by any of the situations mentioned in the previous paragraphs.

### 3.2. Eligible actions

#### 3.2.1. General conditions

##### Eligible action<sup>4</sup>

An [action](#) is eligible if it:

- meets the objectives of this program;
- does not contradict any government policy or a measure approved by the Conseil du trésor or the government of Québec, nor cover an activity already funded by budgetary rules approved by the latter;
- complies with the applicable legal and regulatory framework;
- contributes to at least one of the intervention sectors of the Ministry and complies with the applicable guidelines for Indigenous cultural partnerships ([Appendix I](#));
- is [complementary](#) in scope to the actions undertaken by the Ministry in its other financial assistance programs, or to one of the funding programs of the Conseil des arts et des lettres du Québec, the Société de développement des entreprises culturelles, or the Bibliothèque et Archives nationales du Québec, or to existing actions in the targeted territory;
- is time-limited and of a one-time nature, not [recurring](#);
- is aimed at:
  - the Indigenous population as the ultimate beneficiary;
  - offering a free or low-cost cultural activity;
  - developing favourable conditions for holding cultural activities through temporary facilities, such as camps or shaputuans, or providing equipment related to activities in the territory, excluding infrastructure.

---

<sup>4</sup> In this text, an action or a project have the same definition.

### Ineligible actions

The following actions are ineligible:

- projects that focus on the regular operations of an organization ([regular activities](#));
- recurring projects;
- projects aimed strictly at a performance;
- scholarships and awards;
- the implementation of international projects;
- the operation of events or festivals;
- fundraising activities, benefit activities for an organization, or event sponsorship;
- activities aimed at generating profits.

#### 3.2.2. Specific conditions for hiring human resources

The actions and expenses outlined below are specific to the hiring of human resources dedicated exclusively to Indigenous culture or languages.

### Eligible actions

- The hiring by the eligible applicant of professional or technical resources dedicated exclusively to Indigenous culture or languages and that meet the following condition:
  - permanent or occasional employment (weekly work of more than 21 hours per week).
- Ongoing training and development in Indigenous culture and language for:
  - professional and technical resources employed by the eligible applicant;
  - elected officials and members of the Indigenous community or nation involved in implementing an action.

### Ineligible actions

The Ministry reserves the right to reject any action it deems irrelevant and that does not contribute to achieving the program's objectives. When there is a risk that an action may be funded through another program within the ministerial or governmental portfolio, an internal notice or consultation with the other relevant ministries and agencies is requested.

## 4. APPLICATION SUBMISSION PROCESS

An Indigenous cultural partnership can be established at any time during the fiscal year. First, the applicant completes an "initial application." This phase allows them to inform the Ministry of:

- the desired duration of the agreement (1, 2, or 3 years);
- the list of proposed actions, their costs, the amounts allocated, and the target audience for each action;
- the total amount of financial assistance requested and the amount of contributions from the applicant and partners<sup>5</sup>.

A decision regarding the applicant's eligibility for financial assistance, generated in the [Ministry's online service](#) platform di@pason, will be communicated within a maximum of 10 business days following receipt of the initial application.

---

<sup>5</sup> It should be noted that goods and services received as donations or non-financial contributions are not accounted for under this program.

In a second phase, if the applicant is deemed eligible, the Ministry will proceed in reviewing the initial application based on the criteria outlined in section [5.1](#). The Ministry will prioritize applications as needed.

If the initial application is assessed positively, the Ministry will send the applicant a financial proposal and invite them to complete their application. At this stage, the applicant specifies their detailed action plan. They outline the objectives, actions, and financial resources that they and their partners intend to commit during the proposed period. The Ministry may assist the applicant in drafting their action plan.

The applicant commits to adhering to the program's eligibility criteria and the stipulated conditions at all times throughout the duration of the financial assistance. These criteria are prerequisites, and compliance does not guarantee the disbursement of financial assistance, which also depends on compliance with the terms for granting financial assistance (section [6.4](#)) and accountability (section [7](#)).

The applicant also commits to adhering to the following compliance conditions:

- designating a human resource to ensure implementation of the partnership;
- implementing control measures to ensure sound management of the partnership and remain accountable at all times (section [7](#));
- providing complete, accurate, and truthful information;
- updating their profile data in the Ministry's online services platform or informing the Ministry if any changes occur;
- complying with the conditions outlined in the Terms for granting financial assistance document, particularly the visibility requirements and those specified in the partnership agreement.

By submitting a financial assistance application, the applicant agrees that certain information included may be shared with another ministry or agency, including Crown corporations under the Ministry, to enable the latter to ensure compliance with specific administrative measures or to obtain necessary expertise during the application review process.

### Requested documents

Applications for financial assistance are normally completed online via a form available on the di@pason online service platform. They are then automatically forwarded to the Ministry in charge of processing them. Upon request, applications may also be submitted via a paper form, which must be sent to the Ministry's office in the applicant's region.

If you are experiencing difficulties with di@pason, you can obtain assistance by completing the *Financial assistance application* form.

The completed application must be accompanied by the following documents:

- the resolution regarding the application adopted by the competent authorities, specifying: the intention to establish a partnership, the duration of the partnership, the date the resolution was made, and, if necessary, the title of the [representative](#);
- the Terms for granting financial assistance document, duly signed;
- any relevant supporting documents that allow the application to be reviewed.

To be eligible for evaluation, the application must be complete, clear, and based on accurate data; otherwise, it is the applicant's responsibility to correct any deficiencies within the timeframe provided by the Ministry.

## Enhancements

During program reopening periods, beneficiaries may request an enhancement to an agreement that has already been announced and for which the maximum contribution has not yet been reached.

Applications for agreement enhancements will undergo the same negotiation process as new agreements submitted during the program reopening period and will be evaluated based on the scoring and prioritization criteria. Applicants without an ongoing Indigenous cultural partnership will be given priority.

Those seeking to request an enhancement to their agreement must update the required documents and submit them to the Ministry within the deadlines set by the program.

## 5. APPLICATION SELECTION PROCESS

### 5.1. Selection criteria

Applications are reviewed by the Ministry. If necessary, the Ministry may solicit external expertise.

The Ministry reserves the right to limit the number of selected applications or to propose a reduced financial offer in order to remain within the budget and available funds.

To reach the largest number of Indigenous peoples through its Indigenous cultural partnerships, the Ministry prioritizes applications from Indigenous nations. However, communities not represented by a national body responsible for culture will also be prioritized. Finally, applications from Indigenous cultural organizations will be taken into account.

If a nation and an Indigenous community within that nation submit separate applications for financial assistance, both the community and the nation must do their utmost to ensure that the actions they undertake under this program are [complementary](#) to those carried out by their counterpart, in order to ensure a coherent Indigenous cultural partnership within the nation’s territory. The Ministry may assist the community and the nation in their collaborative efforts.

An application is assessed according to the criteria outlined below.

*Table I*  
Financial assistance application selection criteria

Criterion	Sub-criterion	Indicator
Relevance	<ul style="list-style-type: none"> <li>Degree of alignment of the proposed partnership with the program’s objectives and government and ministerial guidelines regarding culture and communication</li> <li>Coherence of the proposed partnership with the territorial context defined in diagnostic tools or guidelines</li> </ul>	<ul style="list-style-type: none"> <li>Meets the program’s objectives</li> <li>Meets government and ministerial guidelines, particularly Québec’s cultural policy and the Ministry’s strategic plan, and contributes to other ministerial and governmental action plans</li> <li>Connection to the applicant’s territorial context, including local realities, challenges, and needs</li> </ul>
Applicant’s ability to complete activities	<ul style="list-style-type: none"> <li>Availability of the necessary human resources to achieve the established objectives</li> <li>Sound governance and <a href="#">exemplary financial management</a></li> <li>Collaboration and synergy established with partners</li> </ul>	<ul style="list-style-type: none"> <li>Plan to allocate at least one human resource to implement the agreement</li> <li>Expected quantity of FTEs allocated to the implementation of the Indigenous cultural partnership</li> <li>In the case of a previous grant allocation: accountability and transparency, the majority of actions completed, budgets adhered to, and funds used wisely</li> <li>Consolidates partnerships or generates new ones</li> </ul>

Criterion	Sub-criterion	Indicator
Action plan	<ul style="list-style-type: none"> <li>Quality of <a href="#">objectives</a> and actions</li> <li>Realistic estimate of costs and timeline for executing the action plan</li> </ul>	<ul style="list-style-type: none"> <li>Connections between objectives, actions, resources, and expected outcomes in the action plan</li> <li>Proposed actions that promote the preservation, transmission, or promotion of Indigenous cultures and languages</li> <li>Actions characterized by their originality and creativity in relation to what is being done in the community or nation and the needs identified</li> <li>Realistic anticipated costs</li> <li>Realistic timeline</li> </ul>
Outcomes	<ul style="list-style-type: none"> <li>Degree of alignment with the needs of the nation or community</li> <li>Expected cultural, social, economic, and environmental impacts</li> </ul>	<ul style="list-style-type: none"> <li>Percentage of nation or community members affected by the conclusion of the agreement</li> <li>The scope of the <a href="#">expected</a> or anticipated outcomes of the objectives or actions, for the members of the nation or targeted community, its territory, intervention sector, as well as for the Ministry based on the needs of the nation or community</li> <li>Taking into account the specific realities of the nation, as well as the particularities of the targeted Indigenous communities</li> </ul>
Other considerations	<ul style="list-style-type: none"> <li>Priority given to nations</li> <li>Priority given to new Indigenous cultural partnerships</li> </ul>	<ul style="list-style-type: none"> <li>Applicable only to nations</li> <li>Consideration for new applicants (those who have not received funding under an Indigenous cultural partnership [formerly known as an Indigenous cultural development agreement] in the past five years)</li> </ul>

## 5.2. Application scoring and prioritization

Applications are scored according to the following scale.

Table II  
Scoring scale

Scoring scale	
80% to 100%	Excellent
60% to 79%	Very good
40% to 59%	Average
20% to 39%	Low
0% to 19%	Poor

Applications are prioritized based on the following criteria:

- 80% to 100%: priority 1;
- 60% to 79%: priority 2;
- 0% to 59%: not accepted.

## 6. FINANCIAL ASSISTANCE ALLOCATION PROCESS

Eligible [expenses](#) are those directly related to the implementation of an action plan for which financial assistance is granted and that are exclusively incurred for this purpose for the duration of this assistance.

### 6.1. Financial assistance calculation

The program's financial assistance is awarded based on equity and takes into account the particularities and realities of each Indigenous nation and community. First, the available budget is distributed among

the 11 nations. Next, in the event that a nation and a community within that nation submit an application for financial assistance separately, a calculation will be made to determine the maximum amount that can be allocated to the community.

### 6.1.1. Funds distribution among nations

The available budget distribution is carried out by nation based on the following criteria.

Table III Criteria for distributing financial assistance by nation

Distribution criterion by nation	Weighting
The population of the nation	50%
The level of remoteness <sup>6</sup> and isolation of the nation: within a nation, the distance between communities	50%
<b>Total</b>	<b>100%</b>

The amount of the contribution granted by the Ministry to a nation cannot be less than \$5,000 per agreement. The maximum amount of financial assistance per agreement for a nation is \$400,000 per year. It can reach \$1,500,000 per year for northern nations<sup>7</sup>, whose territory is included in a government action plan for northern development, isolated nations<sup>8</sup>, and highly isolated nations<sup>9</sup>.

The distribution may differ based on specific budgets from other ministries or government agencies. If residual amounts for a nation remain, a new distribution by nation will be carried out according to the parameters previously outlined and based on the applications received.

### 6.1.2. Funds distribution among a community and its nation

In cases where a nation and an Indigenous community within that nation submit separate financial assistance applications, the financial support provided to the applicants varies according to the criteria listed below, up to the maximum possible amount for the nation.

Table IV  
Criteria for distributing financial assistance  
among a community and its nation, if applicable

Distribution criteria among a community and its nation, if applicable
- The population of the communities
- Requested amounts versus available amounts
- The outcome of the evaluation of each initial application

The amount of the contribution granted by the Ministry to a community cannot be less than \$5,000 per agreement.

### 6.1.3. Ministry contribution

The financial contribution provided by the Ministry can reach up to 75% of the eligible expenses under the program.

Public or private partners (third-party partners) may participate in the implementation of actions or their financing. In this case, the amounts could be matched by the Ministry depending on financial availability. It should be noted that, in the case of an Indigenous cultural partnership, third-party partners are not signatories to the agreement.

<sup>6</sup> The level of remoteness of the nation is assessed based on its proximity to an urban area, which affects access to cultural services supported by the Ministry (examples: cultural activities, museums, libraries).

<sup>7</sup> Northern nations whose territory is included in a government action plan for northern development include the Innus, the Cree, the Inuit, and the Naskapis.

<sup>8</sup> Isolated nations are those that reside alone in a territory and have access to no cultural services other than those of the nation.

<sup>9</sup> Highly isolated nations are characterized by the absence of land connections between the communities that make up the nation.

## 6.2. Rule on the accumulation of public financial assistance

The cumulative amount of financial assistance, including direct or indirect financial assistance received from Québec and Canadian government departments, agencies and Crown corporations, as well as tax credits, and financing from municipal entities that are not direct beneficiaries of the program, must not exceed 100% of eligible expenses.

For the purposes of calculating the stacking rate for public financial assistance, the term “municipal entities” refers to the municipal bodies included in section 5 of the *Act respecting Access to documents held by public bodies and the Protection of personal information* (CQLR, c. A-2.1).

The assets referred to in subparagraph 1 of the first paragraph of section 89 of the *Act establishing the Eeyou Istchee James Bay Regional Government* (CQLR, c. G-1.04) are not considered in this regulation’s stacking rules.

For the purposes of calculating the stacking rate, all forms of financial assistance granted by a public body must be calculated at 100% of their value, whether they must be repaid or not.

Also, when the stacking rate of government financial assistance is less than 100% of eligible expenses, a minimum contribution from the beneficiary is required to ensure that government aid does not finance the totality of the project’s eligible expenses.

In addition, financial assistance from the Business Development Bank of Canada, Farm Credit Canada, and La Financière agricole du Québec shall be considered private contributions if they offer no conferred benefit or are agreed to under market conditions.

### 6.2.1. Eligible expenses

The following expenses are eligible:

- salaries and benefits of professional and/or technical resources hired by the eligible applicant and working exclusively on the implementation of the eligible actions of the Indigenous cultural partnership, up to a maximum of \$60,000 in gross annual salary per resource;
- training costs for resources hired under this program (technical, professional, college, or university training, participation in conferences, forums, congresses, or gatherings);
- the [fees](#) related to a [contract](#) for business or services;
- the costs associated with conducting studies or diagnostics ([professional fees](#));
- the following expenses, aside from those related to the applicant’s regular operations:
  - training,
  - writing,
  - language revision,
  - translation,
  - research and graphic design,
  - printing,
  - promotion<sup>10</sup>, advertising, marketing, and communication,
  - editing, traditional or digital printing or publishing of a book or magazine;
- the cost of materials intended for clients and necessary for the implementation of the action plan;

---

<sup>10</sup> Such as the design and printing of posters or brochures.

- the proportional rental cost for the use of premises other than those of the applicant for carrying out the action;
- the purchase of non-integrated equipment, only when it is essential for the execution of a project under the agreement and cannot be rented, or when the purchase cost is lower than the rental cost. These expenses are limited to 50% of the project cost (except for a digital project);
- the purchase of tickets for performances as part of a project aimed at the Indigenous population, linked to a broader initiative and complementing existing government programs;
- the fees for artists for [facilitation](#), cultural mediation, or training, as well as for creation or dissemination benefiting the Indigenous population<sup>11</sup>;
- The non-refundable portion of the [Québec sales tax \(QST\)](#) and the goods and services tax or harmonized sales tax (GST/HST);
- travel and accommodation expenses in Québec that are directly related to the execution of the project and the mandate of the resources hired under this program, which do not fall within regular operations. These travel expenses must not exceed the rates in effect within public service.

### 6.2.2. Ineligible expenses

The following expenses are ineligible:

- expenses incurred or committed to prior to the date of the announcement letter;
- current operating expenses or costs related to the [regular activities](#) of the applicant or an engaged organization;
- the operating deficit of an organization, the repayment of loans, or the replenishment of its working capital;
- expenses related to projects that have already been completed;
- expenses that have already been funded by the government of Québec for the same project;
- any expense that is not directly related to the project;
- the refundable portion of [taxes](#);
- alcoholic beverages, tobacco and cannabis expenses, alcohol permits, and meeting permits;
- the purchase of gifts, including gift cards;
- legal fees;
- extended warranty fees, spare parts, maintenance, or use of equipment;
- the acquisition of land or properties and other fixed assets.

### 6.3. Financial assistance disbursement terms

Financial assistance cannot be used to make a payment benefiting an entity in the situation described in subsection 3.1.

Any financial commitment by the government of Québec is valid only if there is an available credit balance sufficient to charge the expenditure arising from this commitment, in accordance with section 21 of the *Financial Administration Act* (CQLR, chapter A-6.001).

The financial contribution from the Ministry to an Indigenous cultural partnership is made in cash. The Ministry disburses a percentage of the total financial assistance allocated according to the terms outlined in the payment schedule, which vary based on the duration of the agreement.

---

<sup>11</sup> Indigenous cultural partnerships support projects benefiting the Indigenous population, while creation projects aimed at supporting the artistic process or artistic endeavor of the artist fall under the jurisdiction of the Conseil des arts et des lettres du Québec.

For a 3-year agreement, the Ministry pays:

Year 1	Year 2	Year 3
<ul style="list-style-type: none"> <li>100% of the first third following the signing of the announcement letter</li> </ul>	<ul style="list-style-type: none"> <li>100% of the second third following the Ministry's acceptance of the annual accountability report for Year 1</li> </ul>	<ul style="list-style-type: none"> <li>80% of the remaining third following the Ministry's acceptance of the annual accountability report for Year 2</li> <li>20% of the remaining third following receipt and acceptance of the final accountability report by the Ministry</li> </ul>

For a 2-year agreement, the Ministry pays:

Year 1	Year 2
<ul style="list-style-type: none"> <li>100% of the first half following the signing of the announcement letter</li> </ul>	<ul style="list-style-type: none"> <li>80% of the second half following the Ministry's acceptance of the annual accountability report for Year 1</li> <li>20% of the second half following the Ministry's acceptance of the final accountability report</li> </ul>

For a 1-year agreement, the Ministry pays:

Year 1
<ul style="list-style-type: none"> <li>80% following the signing of the announcement letter</li> </ul>
<ul style="list-style-type: none"> <li>20% following the Ministry's acceptance of the final accountability report</li> </ul>

## 6.4. Terms for granting financial assistance

The financial assistance agreement consists of the financial assistance application, the Terms for granting financial assistance document, signed by the applicant, and the announcement letter signed by the minister. The terms for granting assistance come into effect on the date the announcement letter for the financial assistance is signed.

The Indigenous nation or community that enters into a cultural partnership with the Ministry must adhere to the following conditions throughout the duration of the financial assistance agreement:

- meet the eligibility criteria outlined in section 3;
- carry out the actions agreed upon with the Ministry as specified in the action plan;
- obtain prior approval from the Ministry for any changes to the aforementioned action plan;
- not have the planned actions executed by a third party without first obtaining written authorization from the Ministry. Third parties registered in the Register of companies not eligible for public contracts are ineligible.

Indigenous nations or communities that engage third parties (for example, a nonprofit organization, a cooperative, or another Indigenous entity) to carry out the planned actions must specify the following information in their authorization request:

- the name of the third party or parties carrying out the activities or project for which financial assistance is granted;
- the scope and nature of the activities or projects being [subcontracted](#).

The Indigenous nation or community is responsible for the obligations and responsibilities of the agreement at all times, particularly regarding accountability. The Indigenous nation or community ensures compliance with applicable laws and regulations, including those related to the awarding of [contracts](#).

## 7. MONITORING AND ACCOUNTABILITY

Accountability is framed within a results-based management approach. It must include financial reporting related to the execution of the actions and the status report of progress on those actions. This approach allows the Ministry to adequately monitor the allocation of its financial contribution across various intervention sectors.

Accountability reports are produced annually within three months following the end of each fiscal year and must include:

- a financial report related to the execution of the actions;
- a status report on the progress of the actions.

The Ministry reserves the right to request any additional information or documents, visit the locations where the actions outlined in the agreement are carried out, and verify the allocation of the granted subsidies, at any reasonable time.

## 8. SPECIFIC PROVISIONS

### 8.1. Visibility requirements

In any public communication related to a subsidized action or intervention, the beneficiary must acknowledge the Ministry's contribution in accordance with the [government visibility rules](#).

### 8.2. Program accountability

A program evaluation will be conducted based on the indicators presented in Appendix III, no later than November 30, 2027.

### 8.3. Duration of the standard

This program comes into effect on the date of its approval by the Conseil du trésor and will expire on March 31, 2027.

## Appendix I Sectoral guidelines for Indigenous cultural partnerships

Government interventions in sectors under the Ministry's jurisdiction are based in particular on Québec's cultural policy [Partout, la culture](#).

The applicable intervention sectors for Indigenous cultural partnerships are as follows:

- [performing arts](#);
- [visual arts, architecture, crafts](#);
- [library, reading, and books](#);
- [film and audiovisual](#);
- [education and training](#);
- [cultural recreation](#);
- [youth](#);
- museums;
- [digital](#);
- [Indigenous cultural heritage](#);
- [Indigenous cultural tourism](#).

The government promotes inclusion and diversity across all intervention sectors, encompassing the public, artists, cultural workers, as well as a variety of artistic expressions and the blending of cultural practices.

### Performing arts

The performing arts include, in particular: theatre, dance, music, song, as well as circus arts, storytelling performances, and the spoken creation within the literary field, which encompasses poetry performances, along with multidisciplinary arts. Dissemination of the performing arts may involve the presentation, transmission, mediation, and accessibility of Indigenous cultural works or activities produced in the territory of Québec.

The Ministry, in its Indigenous cultural partnerships, aims to:

- encourage the preservation, transmission, and promotion of Indigenous cultures and languages, as well as accessibility to the territory closely linked to it;
- support the dissemination of Indigenous cultural productions throughout the territory of Québec;
- increase accessibility to the performing arts for the entire Indigenous population, both within and outside their communities.

### Visual arts, architecture, and crafts

As part of Indigenous cultural partnerships, the Ministry promotes actions in these sectors aimed at:

- raising awareness of these arts;
- discovering and learning about Indigenous artists and artisans, as well as promoting Indigenous works;
- encouraging the practising of these arts, particularly through cultural mediation.

#### Visual arts

Visual arts encompass distinct fields such as painting, sculpture, drawing, illustration, printmaking, photography, and media arts.

#### Architecture

The [Politique nationale de l'architecture et de l'aménagement du territoire](#) sets forth a strategic vision to guide collective action in the field of [architecture](#):

Within the context of this policy, architecture refers to the art of designing, transforming, and constructing public buildings while integrating them into their surroundings. Architecture is not limited to new buildings; it is a practice that spans from conservation to creation, including

redevelopment. As an integral part of regional planning, architecture shapes living environments<sup>12</sup>.

### Crafts

Crafts, which involve the transformation of raw materials, utilize a diverse range of materials including wood, textiles, paper, metal, glass, ceramics, leather, and hides. Crafts encompass various fields, such as jewelry, metals, textile printing, textile construction, leather goods, wood, glass, ceramics, paper, and bookbinding. They also include various traditional techniques specific to Indigenous peoples, such as beadwork, embroidery, basketry, and the creation of objects (for example: clothing, snowshoes, moccasins, boats). In addition to the materials previously mentioned, these skills can highlight a range of materials, whether natural or not, such as fur, bones, animal quills, beads, stones, feathers, sand, or plant materials. The resulting works can exist along a continuum between tradition and modernity.

### **Library, reading, and books**

Government interventions in the library, reading, and books sector must align with its mandate to provide access to books and reading.

A library holds a significant place in the community and plays a leading role in the preservation, transmission, and promotion of Indigenous cultures and languages, particularly among Indigenous youth.

The priorities established within the framework of Indigenous cultural partnerships include the following:

- promoting access to reading and books, especially for Indigenous communities lacking access to a library;
- supporting [programming](#) and mediation activities;
- making available non-integrated equipment and technologies that facilitate the adoption of new practices;
- supporting initiatives that address needs related to information, knowledge acquisition, culture, education, literacy, literacy development, and the transmission of Indigenous languages;
- promoting social integration activities and intergenerational and intercultural connections, including the bridging of gaps between native and non-native peoples, as well as among different Indigenous nations and communities;
- helping foster a sense of belonging to the Indigenous community and nation.

### **Film and audiovisual**

As part of Indigenous cultural partnerships, the Ministry prioritizes actions in the film and audiovisual sector aimed at:

- introducing and promoting Indigenous film and television works, while enhancing access to content in Indigenous languages and Indigenous-made cinema;
- teaching everyone, especially young Indigenous people, the basics of film production (special effects, storyboarding, etc.), film analysis, and knowledge of various formats, genres, and cinematic writing;
- highlighting significant works of Indigenous cinematic and television heritage and showcasing Indigenous artisans and creators.

### **Education and training**

The government plays a crucial role in the areas of artistic training, ongoing cultural education, and the integration of culture into educational pathways. Its efforts facilitate access to culture in its broadest sense by increasing activities focused on the preservation, transmission, and promotion of Indigenous cultures and languages for Indigenous peoples, and by developing a continuum that spans from the transmission of traditional knowledge by elders to initial and ongoing vocational training.

---

<sup>12</sup> Government of Québec, [Pour une architecture humaine, durable et créative - Aide-mémoire sur la qualité architecturale \(quebec.ca\)](#), 2022, p. 1.

In Indigenous cultural partnerships, the Ministry emphasizes actions, [complementary](#) to its programs and those of the Ministry of Education, aimed at:

- enhancing the cultural activity offerings for [Indigenous youth](#) and facilitating their access to a diverse range of activities that connect them with their cultures and languages;
- increasing opportunities for students to experience Indigenous cultural activities;
- exposing as many Indigenous children and adults as possible to a diverse array of Indigenous cultural activities (for example: mediation, cultural leisure, etc.) associated with various cultural sectors (performing arts, literature, museums, etc.), regardless of whether they attend a childcare centre, a subsidized daycare, a school (managed by the band council or not), an adult education centre, a college, or a university, both within and outside their communities;
- raising awareness and informing teaching and educational staff for better integration of Indigenous cultures and languages into their professional practice;
- providing support and training to Indigenous artists and cultural organizations that wish to increase their involvement in schools;
- encouraging the use of expertise from organizations, artists, and writers who are recognized by their community or nation members;
- allowing for activities organized by art training schools aimed at strengthening ties with the community, particularly among Indigenous youth.

### Cultural recreation

Regarding actions specific to this sector, through Indigenous cultural partnerships, the Ministry aims to:

- prioritize actions that promote the preservation, transmission, and promotion of Indigenous cultures and languages;
- encourage the experimentation of new practices in cultural recreation;
- specifically reach out to remote or isolated Indigenous communities, as well as Indigenous peoples living in urban areas;
- prioritize the guidance of activities by professionals or individuals recognized for their expertise within the community, such as community elders or members of the nation.

### Museums

Museums are active partners in their communities and agents for change.

As part of Indigenous cultural partnerships, the Ministry emphasizes, in addition to its other programs, actions aimed at:

- improving and increasing accessibility to Indigenous collections;
- promoting [cultural](#) and educational activities related to Indigenous cultures and languages;
- fostering connections between Indigenous and non-Indigenous peoples;
- addressing common needs through a collaborative networking approach that can bring together multiple Indigenous communities and nations;
- encouraging activities that strengthen the relationship between the museum, exhibition centre, interpretation site, or heritage site and the community, particularly among [Indigenous youth](#).

### Digital

The Ministry prioritizes actions that are part of a structured approach to digital appropriation and are carried out in partnership with other institutions, organizations, or public authorities (such as museums, municipalities, band councils, northern villages, universities or other educational establishments, private companies, particularly those in the digital sector, etc.).

In Indigenous cultural partnerships, the Ministry, complementing its other programs across the entire territory of Québec, aims to:

- promote projects that are [structural](#) for the community or nation, enabling them to embrace and experiment with digital practices while providing the tools necessary for the development of a digital ecosystem;
- highlight Indigenous cultural works, Indigenous languages, Indigenous artists, and Indigenous cultural organizations by enhancing the [discoverability](#) and visibility of Indigenous cultural content online or by encouraging the consumption of Indigenous content (for example: digitization and dissemination of archives, artifacts, or other heritage elements while respecting [best practices in descriptive data](#));
- encourage the development of new skills and the adaptation of continuing education to the context of the digital environment;
- raise awareness among Indigenous stakeholders about the impact of digital technology on the discovery of Indigenous cultural content;
- support inclusive projects led by stakeholders in the Indigenous cultural sector, aimed at Indigenous people living both within and outside their communities;
- develop, in the execution of projects, values inherent to digital culture such as **openness**, **sharing**, and **collaboration**, as well as **reuse**<sup>13</sup>.

### Indigenous cultural heritage

Actions related to the Indigenous cultural heritage sector pertain to at least one of the following types of heritage:

- archaeological heritage;
- intangible heritage;
- historical figures, events, and places;
- cultural heritage landscapes;
- heritage documents;
- sites of cultural significance.

The Ministry particularly aims to contribute to the knowledge, focus, showcasing, protection and outreach of Québec's Indigenous cultural heritage, through inventories, studies, dissemination, training, and awareness-raising activities. It also intends to foster innovation in Indigenous cultural heritage and ensure its promotion.

More specifically, the Ministry wishes to support actions that target the following aspects:

- showcasing Indigenous cultural heritage in Québec;
- promoting the development of knowledge regarding Indigenous cultural heritage;
- facilitating access to elements of Indigenous cultural heritage;
- encouraging citizen participation related to the identification and protection of Indigenous cultural heritage.

### Indigenous cultural tourism

Within the framework of Indigenous cultural partnerships, the Ministry aims to support actions aimed at:

---

<sup>13</sup> Principle of reuse: projects that can be applied to territories other than the one from which they originate.

• Principle of sharing: the process and outcomes of projects must be shared or communicated as transparently as possible to promote digital ownership and the development of knowledge and skills for the widest audience.

• Principle of openness: software development projects must be conducted using [open source code](#), as part of a project that includes software development.

- coordinating efforts to develop a vision for cultural tourism at the scale of one or more communities or nations;
- initiatives in Indigenous cultural tourism that highlight the representative elements of the history, culture, language, and identity of an Indigenous community or nation;
- collaboration among various partners in the tourism, economic, and cultural sectors, etc.

**❖ Additional guidelines applicable to Indigenous cultural partnerships****Cultural activities that are either free or for a fee**

The Ministry does not require that actions be free of charge. However, these actions must contribute to achieving the goals of cultural accessibility for the Indigenous population. If there are costs involved, they should be modest.

**Organizational relief for a struggling nonprofit cultural organization**

Through the “organizational relief” project, the Ministry aims to address, within the framework of Indigenous cultural partnerships, a situation demonstrated by:

- the precise and explicit presentation of the urgency of a situation;
- the importance of the organization as a cultural resource for one or more Indigenous communities or nations;
- a need that the organization cannot meet within the usual scope of its operations.

The Ministry will prioritize diagnosis of the situation and establishment of a relief plan.

**Raising climate change awareness through cultural action**

Environmental issues and climate change have impacts on our living environment and habits, forcing us to adapt. In response to these changes, the arts, culture, and heritage sectors are implementing a multitude of solutions to mitigate the risks and effects they generate. Among these, the [socio-ecological transition](#) in the cultural sector is becoming increasingly important. The cultural sector can contribute, through its actions and reflections, to mobilizing and engaging society to promote change.

As part of this program, the Ministry aims to provide financial support to Indigenous communities and nations to develop diverse and creative cultural initiatives addressing climate change. Culture can play a territorial role in envisioning and creating spaces for discussion, particularly by fostering exchanges between Indigenous elders and youth, encouraging them to reflect and take action, especially through knowledge transmission trips in the territory or cultural and artistic activities.

The projects will enable Indigenous peoples and those involved in the Indigenous cultural sector to enhance understanding of the issues related to climate change, promote the creation of concrete actions, and propose solutions.

**Translation**

Translation costs into English or an Indigenous language, other than those related to the normal operations of the community, nation, or Indigenous cultural organization, are eligible. For joint communication activities or those involving the Ministry’s participation, please contact the Ministry to learn more about the applicable rules in this area.

## Appendix II Glossary

### **Action**

For the purposes of this program, an action or project is defined as a time-limited initiative that is singular and non-recurring and does not include the ongoing costs that an Indigenous community, a designated national Indigenous body, or an Indigenous cultural organization must bear to remain operational, regardless of the volume of its activities.

### **Agent**

(When it refers to the official representative of an applicant.)

The agent is the individual authorized to sign on behalf of an organization or a public authority by resolution of its board of directors.

### **Benefits**

Benefits refer to the components of compensation that an employee receives in addition to their salary. These benefits mainly include various paid leaves and vacations, collective or individual insurance, contributions to retirement plans, or other similar advantages.

For instance, they include the contributions that an employer makes to various public funds (Québec Pension Plan; Employment Insurance Commission; Commission on Standards, Equity, Health and Safety at Work; Québec Parental Insurance Plan; Health Services Fund; etc.), as well as contributions to professional associations or unions, pension funds, or registered retirement savings plans.

### **Complementarity**

A different action, following the identification of overlapping areas, added to ensure a comprehensive and nuanced response to a problem or situation.

To be complementary, an action must not already be funded by another program. It may target different areas to enhance the service offering, for example.

### **Eligible expenses**

Costs accepted for calculation of the grant.

### **Enterprise or service contract**

An enterprise or service contract, according to the *Civil Code of Québec* (CQLR, chapter CCQ-1991):

a.2098. A contract of enterprise or for services is a contract by which a person, the contractor or the provider of services, as the case may be, undertakes to another person, the client, to carry out physical or intellectual work or to supply a service, for a price which the client binds itself to pay to them.

a.2099. The contractor or the provider of services is free to choose the means of performing the contract and, with respect to such performance, no relationship of subordination exists between the contractor or the provider of services and the client.

a.2100. The contractor and the provider of services are bound to act in the best interests of their client, with prudence and diligence. Depending on the nature of the work to be carried out or the service to be supplied, they are also bound to act in accordance with usage and good practice and, where applicable, to ensure that the work carried out or service supplied is in conformity with the contract.

Where they are bound to an obligation of result, they may not be relieved from their liability except by proving superior force.

### **Exemplary financial management**

Exemplary financial management is demonstrated by the ability to adhere to established budgets, as well as the presence of adequate financial planning and control systems appropriate to the size of the organization. These systems should enable the establishment of realistic periodic budgets and prevent and detect inaccuracies and illegalities, while respecting the principles of transparency, effectiveness, and efficiency to protect the organization's resources.

### **Expected outcomes**

The expected outcomes of the project are the achievements anticipated at the end of the specified period. These include outputs and effects.

### **Fees**

Compensation paid to individuals practising a professional occupation or to self-employed workers in exchange for professional services. Fees may be calculated on an hourly, daily, or per-session basis, or established according to an official rate.

### **Full-time equivalent (FTE)**

The calculation to determine the number of full-time equivalents is as follows: number of FTEs = total annual hours worked (full-time + part-time) divided by 1820 hours.

### **Open source code**

This term applies to software whose licence meets specific criteria established by the *Open Source Initiative*, namely free redistribution, access to the source code, and the creation of derivative works. Made available to the general public, this source code is typically the result of collaboration among programmers.

### **Partner**

An organization that collaborates with another organization to achieve shared objectives.

### **Recurrence**

In the context of this program, the Ministry defines recurrence as the presentation of the same action or project year after year over more than two three-year cycles, or two consecutive agreements. Furthermore, if the project has previously received financial support under this program or from a program of the Ministry or the Government of Québec, the applicant must demonstrate the added value of their project. The applicant is encouraged to take charge of the actions on a sustainable basis.

### **Regular activities (or ongoing operations)**

These are the activities carried out year after year by an organization in the fulfillment of its mission.

They include expenses such as:

- rent;
- telecommunications and internet;
- office supplies;
- equipment and building maintenance costs;
- insurance, permits, accounting, banking, administrative, or financial fees;
- the [salary](#) of the staff, including [benefits](#) for their ongoing activities;
- training expenses;
- travel expenses;
- severance pay.

### **Salary**

An agreed-upon amount paid periodically by an employer in exchange for the work performed by an employee.

### **Subcontracting**

Work assigned to a subcontractor as part of the execution of a project or activity.

### **Structuring or having a structuring effect**

A structuring effect refers to a favourable impact on the intervention sector or the relevant territory, measured, among other things, by the development of management tools or the acquisition of expertise, collaborative actions, networking, pooling of resources, and multiplier effects or leverage effects with other stakeholders.

A structuring action can also be supported by coherent planning or by enhancing the potential of each territory, contributing to the development of sustainable synergy among stakeholders or establishing new partnerships.

### Appendix III Indicators for measuring the results of the standard

The production of a report or evaluation is a common requirement of the Conseil du trésor for the renewal of a program. To carry out this task, the Ministry will need to gather information from applicants and beneficiaries of the current program prior to finalizing their agreement with the Ministry, as well as during the implementation period of that agreement. This collection of information will enable the Ministry to report on the program's outcomes through the following indicators:

- the number of actions taken, categorized by the sectors involved in an Indigenous cultural partnership;
- the number of sectors covered by an Indigenous cultural partnership;
- the number of human resources dedicated exclusively to Indigenous culture or languages and funded by an Indigenous cultural partnership;
- the total cost of the actions undertaken;
- the percentage of the Indigenous population impacted by an Indigenous cultural partnership.

The information requested by the Ministry regarding each action taken will allow for categorization based on type, the intervention sector it falls under, the target population, and whether it is linked to a specific measure of a government action plan or strategy. These distinctions will enable the Ministry to identify the effects of the program to which they contribute and to indirectly quantify those effects.

Given the nature of this program and the type of relationship the Government of Québec maintains with Indigenous nations, communities, and organizations, the program's results will be supplemented by cultural statistics to which the Ministry already has access, in addition to its internal data. This provision aims to reduce the administrative burden of the program.

If deemed relevant, the Ministry may also consult beneficiaries for a one-time collection of information at the time the report required for the program's renewal is produced.