

Organization:
Project Name:

2023-2024 Application Form

Kahnawà:ke Child and Family Services (CFS) Funding

Please note that the timeline for this funding initiative is from
April 1, 2023 to March 31, 2024

Applications can be dropped off at K.S.C.S. front desk, please address to:

Onkwata'karitáhtshera
c/o Selection Committee
P.O. Box 1440
Kahnawà:ke, Quebec
J0L 1B0

A digital copy in Microsoft Word format must be emailed to:

Kierstent@kscskahnawake.ca and Karonhiaroroksp@kscskahnawake.ca

For additional information or support, please contact:

Kiersten Two-Axe Myiow or Karonhiaroroks Picard at:
E-mail Kierstent@kscskahnawake.ca or Karonhiaroroksp@kscskahnawake.ca
Telephone 450-632-6880

Applying to: CFS

- 1) Name of person/organization responsible for the project:
- 2) Mailing Address, Telephone Number and e-mail:
- 3) Project Title:
- 4) Start Date [d / m / y]
- 5) Completion Date [d / m / y]
- 6) Duration of project?
- 7) Please provide a brief summary of the project:
- 8) Have you or your organization ever received funding for this project through Kahnawà:ke Aboriginal Diabetes, Brighter Futures or Kahnawà:ke Community Health Plan Initiatives?

If yes, how many times?

- 9) Is this proposal under consideration by any other funding source? Yes No
If so, please indicate which funding source:

- 10) Identify the target group (check if applicable).

- | | |
|-------------------|--------------------------|
| Children 0-12 | <input type="checkbox"/> |
| Adolescents 13-18 | <input type="checkbox"/> |
| Youth 18-25 | <input type="checkbox"/> |
| Adults 25+ | <input type="checkbox"/> |
| Elders | <input type="checkbox"/> |

- 11) Explain how your project will address two or more areas of the health priorities, or the wellness of children, youth, families or community members. Please provide a brief explanation, including the program/service element i.e. protection, care and treatment, maintaining a child in care and post-majority care, prevention, promotion, education, lifestyle supports etc.

See call package for more details.

Mental Wellness	
Chronic Disease	
Early Childhood Wellness	
Cancer	
Sports, Recreation and Exercise	
Identity, Language and Culture	
Other	

- 12) a. Provide a detailed summary of this proposal and identify the need for the project.
- b. How and where will Kanien'kehá:ka values and culture be incorporated? Example: responsibility, extended family, respect, pride, trust, etc.
- c. Complete the attached Evaluation Framework (APPENDIX B), it should serve as the basis of the work plan for your project.
- 13) List resource person(s), other groups or organizations who will be involved in the project and their roles (i.e.: consultants, professionals, facilitators, trainers, coordinators, volunteers). Attach terms of reference, job descriptions or C.V.
 Resource Person or, organization and role in project

14) Fill in the chart below (*adjust as needed based on your project needs*) and complete the (*Budget Details/Appendix A*) tool to provide a clear breakdown of funding needs for consideration.

ITEM	AMOUNT
Salaries & Benefits (<i>Include M.S.I., E.I. & benefits to salaries</i>) <i>Detail in Appendix A</i>	
Contract Fees (<i>guest speakers, trainers, consultants etc.</i>) <i>Detail in Appendix A</i>	
Honorariums (<i>service and associated costs</i>) <i>Detail in Appendix A</i>	
Travel essential to project (must comply with Onkwata'karitáhtshera rates @ .55.5 per km) <i>Detail in Appendix A</i>	
Operating Costs (<i>office supplies, printing</i>) <i>Detail in Appendix A</i>	
Evaluation Costs <i>Detail in Appendix A</i>	
Other (<i>itemize i.e. incentives, promotional items etc.</i>) <i>Detail in Appendix A</i>	
TOTAL:	

Proposal Element Checklist

*All proposals **must** include all of the following elements:

- ✓ Completed application form
 - ✓ Completed Evaluation Framework 2023-2024
 - ✓ Project Evaluation (*If this project was previously funded you are required to provide the final evaluation in order to be considered for funding*)
 - ✓ Appendix A – Budget Details **must** be completed in order to be considered for funding
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Below, list the persons in your organization with legal authority to sign agreements. (Attach official documentation, i.e. Mohawk Council Resolution, written constitution, by-laws, or any other official documentation stating authority to carry out the project and authorized persons.)	
Authorized Person	Title

***Note: Persons noted above will be responsible for signing the funding agreement.**

Signature of person responsible for the project

Date

Signature of authorized person (legal authority)

Date

APPENDIX A

Budget Details

ITEM/BUDGET CATEGORY (Salary, operations, Travel, Promotional etc.)	DETAILS (Rate, Hrs./Days/Weeks, Quantity etc.)	AMOUNT
Subtotal:		
Less In-Kind Contributions/Other revenues:		
Total:		

APPENDIX B

Evaluation Framework 2023-2024

Note: This evaluation framework is meant to be a tool for those involved in your initiative to build a common understanding about its plans, the work being done, and the difference the initiative is making. It's meant to be approached in the spirit of team building, co-construction, self-reflection and building an understanding of the bigger picture and areas for growth or development.

The different domains in this evaluation framework are interconnected and as you fill in the fields you might go back and forth between them. You can start with any box. There will be some knowns and some unknowns. It's an iterative process that is meant to be a conversation we revisit on a regular basis.

<p>Issue and Rationale:</p>	<p>A description of the health or wellness priority areas to be strengthened or issues to be addressed, and the group of people your initiative will reach. Include your rationale, which is your line of reasoning or logic of why you chose this initiative and its connection to the health or wellness priority.</p> <p><i>Why did you choose this initiative to address the issue?</i></p>
<p>Goal:</p>	<p>Your goal is the impact you are intending to have through the whole of your initiative. Your initiative's goal reflects your project's purpose and priorities. Your goal is a result you can notice and measure. A goal is made up of one or more objectives, that are steps taken within a fixed timeframe.</p> <p><i>What big-picture, long-term impact is your initiative trying to make? What change are you aiming to create from the start to the end of your initiative?</i></p>
<p>Objective:</p>	<p>An objective is something you plan to achieve that contributes towards accomplishing your goal. Another way to describe it is a milestone or key area of work. Objectives are the tools that help us with planning and strategic activities. We try to set objectives that are: specific, measurable, achievable, relevant and time-bound (SMART).</p> <p><i>What are the milestones or key areas of work on the way towards achieving your goal?</i></p> <p>Specific: Describing a specific action, behaviour, outcome, or achievement that's observable Measurable: It has data or indicators associated with it so we can measure progress and reevaluate when necessary Achievable: Realistic within the timeframe and something you are prepared to meet Relevant: Aligned with your values, overall goal and strategy, and your target audience Time-bound: Having a realistic but ambitious time-frame to achieve your objective</p>

<p>Resources:</p>	<p>Resources are what you need to meet your objectives and goal. List the resources or inputs that will be dedicated to or consumed by the initiative, including:</p> <ul style="list-style-type: none"> - People, including who will carry out the initiative, and resource person(s), other groups or organizations who will be involved in the project and their roles (i.e.: consultants, professionals, facilitators, trainers, coordinators, volunteers) - Time - Materials - Funds - Other resources <p>Attach terms of reference, job descriptions or C.V.</p> <p><i>Who will be undertaking the activities? What supports will those people receive (compensation, materials, resource persons)?</i></p>
<p>Activities:</p>	<p>Your activities are the actions your initiative will take to achieve your objectives.</p> <p><i>What will be the primary tasks or basic actions that your team will take?</i></p>
<p>Outputs:</p>	<p>Outputs are the tangible, direct products of your initiative’s activities. They could include statistics, printed/published materials, video/film, treatment model, brochure, poster, training manual, booklet, protocol, other resource material, unpublished report, etc.</p> <p><i>What will be the short-term results of your initiative’s activities? When an activity is completed as you planned, how will you show that? e.g. number of workshops held, number of participants who registered or signed in, meeting notes, poster, protocol</i></p>
<p>Indicators:</p>	<p>Indicators are pieces of information that can be gathered and measured to say if your objectives were met, and to what extent they were met. Indicators have a direction (increase or decrease) and amount (a number).</p> <p><i>How will you measure and track your progress towards the objectives of your initiative? How will you show that your activities were completed as planned? How will you show that your objectives were achieved?</i></p>
<p>Ultimate Outcomes:</p>	<p>The changes or health/wellness impacts the initiative is aiming to create. They are changes to wellness in the organization, community, families, and individuals. The ultimate outcomes should link back to your goal and your indicators. Include an evaluation plan to capture these ultimate outcomes.</p> <p><i>What changes are you expecting to see in the community’s health/wellness as a result of your initiative? How will you show the ultimate outcome your project had?</i></p>
<p>External Factors:</p>	<p>Other influences on the initiative’s results; circumstances beyond your or your team’s control (contextual factors).</p> <p><i>What could potentially influence the success of your initiative, in a positive or negative way, that’s out of your control?</i></p>

Please fill in the Evaluation Framework for your project below.

Organization:

Project Title:

Issue and Rationale:	
Goal:	
Objective:	
Resources:	
Activities:	
Outputs:	
Performance Indicators:	
Ultimate Outcomes:	
External Factors:	