

Indigenous Services Canada – Alberta Region COVID-19 Funding Reporting Guide

Since the start of the pandemic, the Government of Canada has provided funding directly to Indigenous communities and organizations across the country to help prepare and respond to COVID-19. These funds have been distributed by Indigenous Services Canada (ISC) through various targeted and general funding authorities; an overview of all COVID-19 related funding programs can be found in the attached document; “Indigenous Services Canada COVID-19 Funding”.

ISC Alberta will be providing each Indigenous community and organization a detailed summary of all their COVID-19 related funding received in fiscal year 2020-2021. This COVID-19 Funding Summary will break the COVID-19 funding down by individual program area in order to help communities and organizations identify the source of all COVID-19 funds received from ISC in 2020-2021. This summary will be provided as an attachment to your 2020-2021 funding confirmation package.

The objective of this COVID-19 Reporting Guide is to help community administrators through the reporting processes required with all funding distributed. Recognizing the need to simplify the reporting process and burden on administrators as much as possible, ISC Alberta has created this guide to 1) act as an instruction manual to provide guidance and to help address any questions on the reporting process and, 2) to outline the streamlined reporting process that will be used in order to minimize the number of reports (Data Collection Instruments – DCIs) required, to minimize the level of detail required within each report (DCI) and to outline how the COVID-19 reporting process will be directly tied to the annual Audited Financial Statements (AFS) process.

This guide is broken into two sections: the first will address the reporting requirements for all health related funding received, the second will address all other funding provided by ISC including all funding received under the Indigenous Community Support Fund (ICSF).

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First Nations and Inuit Health Branch (FNIHB)

FNIHB flowed COVID-19 related funding for operational health needs, mental wellness, capital, and Non-Insured Health Benefits (NIHB). A single narrative can be used to capture how all FNIHB COVID-19 related funding was utilized.

In terms of financial information, separate program schedules should be included in your AFS package for each of 1) operational and mental wellness; 2) capital; and 3) NIHB.

Community Liaison Teams (CLTs) can provide additional information if required.

► Indigenous and Early Learning Child Care Safe Restart (IELCC COVID)

In addition to the above funds, FNIHB also flowed IELCC COVID-19 related funds. The IELCC COVID-19 Funding is subject to the existing Horizontal IELCC Transformation Initiative Terms and Conditions. There is no new reporting specific to this funding; rather, you will simply report on the use of this funding via existing IELCC reporting requirements.

Regional Operations

For all funding provided through ISC Regional Operations, please contact your CLT or relevant program officers for more details. The paragraphs below summarize reporting requirements for each funding area.

► Indigenous Community Support Fund (ICSF)

ICSF is flexible funding intended to support Indigenous response to COVID-19 where other funding could not. ICSF was made available at multiple times through 2020-2021, and your First Nation or organization may have received more than one ICSF allocation, and these may be reflected as multiple line items in your funding agreement.

Regardless of the number of allocations or line items, only a single report (DCI 4548549) is required for all ICSF in 2020-2021. This report should focus on a narrative description of what ICSF was used for (see example pdf). ICSF expenditure details should not be included in this report, as ISC will rely on program schedule(s) in your AFS package for this information.

For Nations and organizations that also received ICSF funding for their urban/off-reserve members, a narrative summary can be provided on the same report (DCI 4548549) as above, with all other ICSF funds received. However, these funds will require a separate program schedule providing a breakdown of the urban/off-reserve expenditures.

► Education

For some First Nations and organizations, the ISC Education program was able to provide funding to support additional costs related to COVID-19. There is no new reporting specific to this funding; rather, you will simply report on the use of this funding via existing reporting requirements (including the AFS).

► Social

Representatives from the ISC Social program will be working directly with Social Directors to provide guidance and assistance on the reporting affiliated with all COVID-19 Income Assistance (IA) funding received. All Income Assistance COVID-19 funding provided in 2020-21, including Basic Needs, Special Needs and Service Delivery can be reported under one report (DCI# 4548549).

For those Nations that received funding for their on-reserve Women's Emergency Shelter this funding must be reported separately on its own report (DCI 4548549).

► Community Infrastructure

For some First Nations and organizations, the ISC Community Infrastructure program was able to provide additional funding to support increased needs related to COVID-19. For "Minor Capital Safe Restart" funding, an additional report is required (DCI 4548549).

► Economic Development

Representatives from the ISC Economic Development unit will be working directly with relevant First Nations and recipients to provide guidance and assistance on the additional reporting affiliated with all Indigenous Community Business Fund (ICBF) funding received.

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