



# National Social Programs Manual

Canada 

---

For any additional information or if you have any questions on the National Social Programs Manual which contains the National Standards and Guidelines for Income Assistance, First Nation First Nation Child and Family Services, Family Violence Prevention, Assisted Living and National Child Benefits, you may contact us through any of the following:

Telephone (toll-free): 1-800-567-9604

TTY (toll-free): 1-866-553-0554

Facsimile: (819) 953-3017

Facsimile (toll-free): 1-866-817-3977

E-Mail: InfoPubs@ainc-inac-gc.ca

For information regarding reproduction rights, please contact Public Works and Government Services Canada at: 613-996-6886 or at: [droitdauteur.copyright@tpsgc-pwgsc.gc.ca](mailto:droitdauteur.copyright@tpsgc-pwgsc.gc.ca)

[www.aandc-aadnc.gc.ca](http://www.aandc-aadnc.gc.ca)

**1-800-567-9604**

**TTY only 1-866-553-0554**

English (online)

QS-7118-000-EE-A1

Catalog: R3-168/2012E-PDF

ISBN: 978-1-100-20675-2

© **Her Majesty the Queen in Right of Canada, represented by the *Minister of Aboriginal Affairs and Northern Development, 2012***

This Publication is also available in French (pdf) under the title: Manuel national programmes sociaux.

---

---

## Table of Contents

Overview	Page
1.0 Definitions .....	7
2.0 General Statement .....	8
3.0 Purpose .....	8
4.0 Scope .....	9
5.0 Eligible Expenditures and Amounts .....	9
6.0 Roles and Responsibilities .....	9
7.0 Performance Measurement Strategy .....	10
8.0 Eligible Funding Recipient Reporting and Information Management .....	10
9.0 Program Authorities - Terms and Conditions .....	10
10.0 Social Development Program Management Infrastructure Initiative .....	11
11.0 Stacking Provisions .....	11
12.0 Federal Provincial / Territorial Agreements .....	12
13.0 Program Management Monitoring.....	13
 <b>Income Assistance Program</b>	
1.0 Main Objective and Program Description .....	14
2.0 Type and Nature of Eligible Expenditures .....	15
3.0 Eligibility Requirements for Clients .....	16
4.0 Child out of Parental Home .....	17
 <b>Assisted Living Program</b>	
1.0 Main Objective and Program Description .....	18
2.0 Definitions .....	18
3.0 Eligible Expenditures .....	19
4.0 Service Delivery Eligible Expenses .....	22
5.0 Health Canada's First Nations and Inuit Home and Community Care (HCC)...	22
 <b>National Child Benefit Reinvestment</b>	
1.0 Main Objective and Program Description .....	24
2.0 Ordinarily on Resident on Reserve .....	24
3.0 Eligible Expenditures .....	25
4.0 Reasonable Comparability .....	26
 <b>Family Violence Prevention Program</b>	
1.0 Main Objective and Program Description .....	27
2.0 Client Eligibility .....	27
3.0 Eligible funding recipients .....	28
4.0 Core Shelter Services .....	28
5.0 Eligible Shelter Expenditures .....	29
6.0 Prevention Projects .....	30

---

<b>First Nation Child and Family Services Program</b>	
1.0	Main Objective and Program Description .....32
2.0	Definitions .....33
3.0	Directive 20-1 .....36
4.0	Enhanced Prevention Focussed Approach .....39
5.0	Evaluations .....40
<b>Appendix A</b>	List of Federal, Provincial and Territorial WEB sites .....42
<b>Appendix B</b>	Communities deemed to be eligible for Social programs and services .....45

---

## Overview

### 1.0 Definitions

- 1.1 For the purposes of this manual, the definitions in the *Indian Act* and the various funding agreements apply.
- 1.2 Additional general definitions necessary to interpret this manual include:
  - 1.2.1 **Active Measures** – A program strategy to increase program integration with other government departments, invest in welfare-to-work initiatives to decrease income support dependency and to increase the employability of eligible income assistance clients.
  - 1.2.2 **Age of majority** – The age at which a person is granted the rights and responsibilities of an adult in accordance with provincial or territorial legislation.
  - 1.2.3 **Assisted Living Program (AL)** – The funding program to provide social support services to individuals on reserve who require some type of non-medical assistance with their daily activities.
  - 1.2.4 **Authorities** – Aboriginal Affairs and Northern Development Canada (AANDC) funding and program authorities received from Treasury Board, see Section 8.0.
  - 1.2.5 **Child** – A person under the age of majority in the relevant province or territory.
  - 1.2.6 **Client** – A person who ultimately receives the benefit of programs or services funded by AANDC.
  - 1.2.7 **Catchment area** – The geographic area being served.
  - 1.2.8 **Family Violence Prevention Program (FVPP)** – The funding program designed to support culturally appropriate family violence prevention and protection services for First Nation families, on reserve.
  - 1.2.9 **First Nation Child and Family Services Program (FNCFS)** – The funding program designed to support culturally appropriate prevention and protection services for First Nations children and families, ordinarily resident on reserve.
  - 1.2.10 **Income Assistance Program (IA)** – The funding program designed to provide needs-tested last resort income support, to individuals on reserve previously referred to as social assistance.

- 
- 1.2.11 **National Child Benefit Reinvestment (NCBR)** – A funding program that provides community-based supports and services for children in low-income families on reserve.
- 1.2.12 **Ordinarily Resident on a Reserve (specified communities)** – Unique circumstances exist that support considering individuals living in some non-reserve communities or who are members of land-less Indian Bands as being "ordinarily resident on reserve" for the purpose of being eligible to receive programs and services. Subject to annual review, AANDC will maintain a list of land-less Bands and non-reserve communities that are eligible to receive program funding as itemized in Appendix B.
- 1.2.13 **Social Development Program Management Infrastructure Initiative (SDPMI)** – An AANDC initiative that identifies models of effective management and accountability for social development programs funded by AANDC that will lead to effective, cost-efficient and accountable social development programming on reserves.
- 1.2.14 **Social Development Programs (Social Programs)** – A suite of AANDC programs including the Assisted Living Program, Family Violence Prevention Program, National Child Benefit Reinvestment, Income Assistance Program and First Nation Child and Family Services Program, that operate within approved terms and conditions.
- 1.2.15 **Technical Interpretation Bulletins** – A document whereby AANDC may provide interim program direction and clarifications on technical issues identified by eligible funding recipients and AANDC staff.

## **2.0 General Statement**

- 2.1 This National Social Programs Manual replaces the five (5) stand alone national manuals for First Nation Child and Family Services, Assisted Living, National Child Benefit Reinvestment, Family Violence Prevention, and Income Assistance and Assisted Living programs (the Social Program) issued prior to April 1, 2011.

## **3.0 Purpose**

- 3.1 To provide information necessary to support the delivery of the five (5) Social Programs funded by Aboriginal Affairs and Northern Development Canada (AANDC).

---

## **4.0 Scope**

- 4.1 This manual applies to all eligible funding recipients that have entered into funding agreements with AANDC for the delivery of Social Programs.
- 4.2 This manual is to be read in conjunction with applicable AANDC program Terms and Conditions (see Section 9.0 Program and Funding Authorities – Terms and Conditions), AANDC policies and procedures for managing transfer payments, applicable provincial/territorial legislation, regional program manual(s) and any other AANDC approved documentation.
- 4.3 This manual applies to the delivery of Social Programs within approved program and funding authorities.
- 4.4 Technical Interpretation Bulletins will be made available to further clarify these program and funding authorities, as required.

## **5.0 Eligible Expenditures and Amounts**

- 5.1 Eligible expenditures are limited to AANDC authorities and mandate.
- 5.2 Eligible amounts are limited to the Provincial/Territorial rate schedules/guidelines.
- 5.3 First Nation administrators are required to exercise due diligence when approving expenditures, ensuring that they are reasonable and appropriate.
- 5.4 For a list of federal, provincial and territorial websites, see Appendix A.

## **6.0 Roles and Responsibilities**

- 6.1 Eligible funding recipients are responsible to:
  - deliver programs in accordance with the terms and conditions set out in the funding agreement;
  - ensure that internal controls are in place to manage funding;
  - ensure that program administrators are properly trained and possess the skills and knowledge to deliver the programs;
  - ensure that reporting requirements are met and reports are submitted in an accurate and timely manner; and
  - cooperate with AANDC staff during compliance reviews.

---

6.2 AANDC is responsible to:

- provide funding to eligible funding recipients as authorized by approved policy and program authorities;
- lead the development of policy and provide policy clarification to eligible funding recipients;
- provide oversight to ensure programs operate according to authorities and Canada's financial management requirements, by ensuring reporting and accountability requirements are met; and
- further articulate regional processes and procedures necessary to implement the national manual.

**7.0 Social Programs Umbrella Performance Measurement Strategy**

The Social Programs Umbrella Performance Measurement Strategy sets out the expected outcomes from the various Social Programs. The strategy identifies program data necessary to assess to what extent these outcomes are being achieved. The program data, collected through reporting, must be accurate to support effective program management.

**8.0 Eligible Funding Recipient Reporting and Information Management**

- 8.1 The Recipient Reporting Guide contains the national program reporting requirements.  
[http://www.ainc-inac.gc.ca/dci/dcilog\\_e.asp](http://www.ainc-inac.gc.ca/dci/dcilog_e.asp)
- 8.2 The Year-End Reporting Handbook contains the financial reporting requirements.  
<http://www.ainc-inac.gc.ca/eng/1308848865312>
- 8.3 Regional reporting requirements supplement the national reporting through the use of ad hoc reports, regionally unique reports and regionalized national reports.
- 8.4 All recipient reporting requirements are subject to compliance review activities to determine the accuracy of the information provided to AANDC.

**9.0 Program Authorities - Terms and Conditions**

- Contributions for the Income Assistance and Assisted Living Program
- Grants for the Income Assistance and Assisted Living Program
- Contributions for National Child Benefit Reinvestment
- Contributions for Family Violence Prevention Program
- Contributions for First Nation Child and Family Services Program



---

## **10.0 Social Development Program Management Infrastructure Initiative**

10.1 Under a separate initiative, Indian Bands and/or First Nation organizations that are eligible for the Social Development Program Management Infrastructure Initiative (SDPMI) are those with a population catchment of at least 1,400 and demonstrate the capacity to:

- provide the integrated delivery of multiple social development programs (this does not apply to SDPMI for the First Nations Child and Family Services Program);
- align service delivery with provincial, territorial and/or federal programs; and
- perform other specified functions.

10.2 Eligible expenditures for SDPMI projects and activities may include:

- salaries, wages and benefits;
- travel and accommodation;
- insurance;
- research, policy development and program modification or adaptation policy;
- instructional services, public education and information materials;
- office supplies;
- office equipment;
- telecommunications, printing, professional services, other related office costs;
- specific costs related to the following activities; and
- testing the effectiveness of funding approaches which may include:
  - supporting training for community level staff;
  - developing standardized processes and procedures to support compliance;
  - developing an integrated and strategic approach to public accountability;
  - establishing professional standards or provide professional development services;
  - support policy adaptation, interpretation and program design;
  - supporting/providing coordinated case-management services;
  - develop conceptual frameworks for indicators or integrated databases to support statistical development;
  - modernize information technologies and develop integrated databases;
  - develop community based indicators of program performance;
  - collecting and reporting on data analysis to communities;
  - planning, reporting and evaluation (program monitoring); and
  - systems maintenance and upgrades.

---

## **11.0 Stacking Provisions**

- Maximum funding by AANDC is 100 percent of eligible costs associated with a particular program (activity, initiative or project) to be funded.
- The eligible funding recipient is required to declare any and all prospective sources of funding for the program that are expected to be received, including all Canadian government (federal, provincial/territorial, and municipal) funding. Annual financial reporting must show all sources of funding received.
- Provision for repayment will be made when AANDC's contribution is in excess of \$100,000 and when funding from all sources exceeds eligible expenditures. Eligible funding recipients must provide AANDC with information showing the amount to be repaid and the basis for calculating that amount. The reimbursement should be proportionate to AANDC's contribution, expressed as a percentage of the total funding obtained by the eligible funding recipient from all sources for that program.

## **12.0 Federal Provincial/Territorial Agreements**

12.1 There are circumstances where AANDC has entered into agreements with the provinces/territories where it was determined that program benefits may exist to AANDC and First Nations. The obligations set out in the agreements are to be read first and take precedence over the terms and conditions of the five (5) social programs, as explained in this manual. Two agreements currently in place are:

12.1.1 In Ontario, the Memorandum of Agreement Respecting Welfare Programs for Indians guides AANDC's reimbursement to the Province of Ontario for social services cost-shared in accordance with the agreement. This memorandum of agreement, referred to as the "1965 Agreement" (or 1965 "Indian Welfare Services" Agreement), supports cost-sharing of four Social Programs delivered in First Nation communities under the overall management oversight and responsibility of the Government of Ontario: Ontario Works (Income Assistance), Children's Aid Societies and approved prevention programs (Child and Family Services), Child Care (Day Nurseries Act), and Homemakers Services (Assisted Living)

12.1.2 In Alberta, the Arrangement for the Funding and Administration of Social Services agreement (1991 Alberta Reform Agreement) guides AANDC reimbursements to Alberta for social services that the Province delivers to First Nations individuals who are ordinarily resident on reserve.

---

12.1.3 Any other bilateral or tripartite agreements or Memoranda of Understanding shall be developed in collaboration with, and approved by, AANDC Social Programs at Headquarters.

### **13.0 Program Management and Monitoring**

- Program compliance reviews are required to provide assurances that program activities and expenditures comply with the program terms and conditions.
- Compliance reviews will be carried out by one or more authorized individuals including, but not restricted to, AANDC staff and/or external contractors.
- Funding recipients will be notified in advance when a compliance review is required.
- The eligible funding recipient is required to provide supporting documentation, including books, records, source documentation, correspondence and any other information which supports the expenditure as an eligible activity and eligible amount which was incurred on behalf of an eligible individual/client.
- The eligible funding recipient is required to provide adequate working space, for on site reviews including access to a washroom, table or desk, chair and adequate lighting.
- Persons having knowledge of the program expenditures, making decisions and or approving program expenditures as well as other persons responsible for program management and delivery, are required to provide information, attend interviews and discussions during the compliance reviews to ensure that the program management is assessed appropriately and in a timely manner.
- Failing to comply with these requirements constitutes a default of the funding agreement, in accordance with the program delivery requirements stated therein. Remedies may include immediate cash flow restrictions, denial to renew an agreement or program activity and or any other provisions stated within the funding agreement.

---

## **Income Assistance Program (IA)**

### **1.0 Main Objective and Program Description**

1.1 The purpose of the IA program, as a last means, is to:

- support the basic and special needs of indigent residents of Indian reserves and their dependants; and
- support access to services to help clients transition to and remain in the workforce.

1.2 The objective of the program is to provide funding so that:

- basic needs for food, clothing and shelter are met;
- employment and pre-employment support is provided;
- special needs allowances are available for goods and services essential to the physical or social well-being of a client;
- programs will be delivered at standards reasonably comparable to those of the reference province/territory of residence; and
- amounts payable for income assistance will be equivalent to the rates of the reference province or territory.

1.3 The desired outcomes are:

- improve the quality of life through alleviation of poverty and hardship on reserve, so that clients are employable and able to secure and/or maintain attachment to the workforce.

1.4 The expected results of this program are that:

- men, women and children have access to supports and services to meet basic and special needs;
- men and women have access to supports and services that help them to transition to and remain in the workforce, and
- men and women are employable and able to become and/or remain attached to the workforce.

1.5 The sections below give examples of basic and special needs and of service delivery activities. Due to regional differences and limited resources, not all of the special needs and activities listed may be available in every province or territory.

---

## **2.0 Type and Nature of Eligible Expenditures**

2.1 In accordance with program authorities, eligible funding recipients are provided with resources to cover specific costs related to the following items.

2.1.1 Basic and special needs may include:

- shelter costs (residential dwelling) in accordance with AANDC's shelter guidelines;
- food including special diets;
- clothing including children's winter and school clothing;
- personal incidentals;
- essential household items;
- guide dogs;
- special transportation and moving costs; and
- funeral and burial costs (not to exceed \$ 3,500.00) and, when necessary, costs to repatriate the body (not to exceed \$ 6,000.00) by rail, air or vehicle transport.

2.1.2 Employment and pre-employment related costs may include:

- employment and training related child care and accommodation;
- transportation and equipment costs;
- employment-related relocation costs;
- training; and
- career and job-seeking skills counselling.

2.1.3 Employment and pre-employment financial assistance may include:

- training (training allowance);
- work experience projects (wage subsidy); and
- transfers to employers, other institutions and governments for training and employment services e.g. (e.g., Work Opportunity Program, Aboriginal Social Assistance Recipient Employment Training, Job Corps).

2.2 Amounts payable for IA shall be equivalent to the rates of the reference province or territory. AANDC's contribution will be adjusted to reflect the provision of related federal or provincial/territorial benefits to avoid funding duplication.

---

### **3.0 Eligibility Requirements for Clients**

3.1 For purposes of confirming the eligibility for IA benefits, the client must demonstrate that he/she is:

- ordinarily resident on-reserve;
- eligible for basic or special financial assistance (as defined by the province or territory of residence, and confirmed by an assessment covering employability, family composition and age, and financial resources available to the household); and
- able to demonstrate a requirement for IA programs and services support and demonstrate they have no other source of funding to meet basic needs.

3.1.1 For the purpose of providing Income Assistance programs and services, “ordinarily resident” means that an individual client:

- Lives at a permanent address on-reserve more than 50% of the time; or,
- In the case of children in joint custody, lives more than 50% of the time on-reserve;
- Does not have a primary residence off-reserve;
- Is an individual who is off-reserve for the purpose of obtaining care not available on-reserve or who is off-reserve for the primary purpose of accessing social services because there is no reasonably comparable service available on-reserve.

Students registered full-time in a post-secondary education or training program and who are in receipt of federal, band or Aboriginal organization education/training support funding continue to be considered ordinarily resident on reserve if they:

- Maintain a residence on reserve;
- Are a member of a family that maintains a residence on-reserve; or,
- Return to live on-reserve with parents, guardians, caregivers or maintainers during the year, even if they live elsewhere while attending school or working at a temporary job.

The residence of a child who comes into the care of a mandated child welfare authority is derived from the residency of the child’s parent or guardian at the time the child is taken into care.

3.2 Clients must also meet the qualifying requirements of the province or territory, of residence, including an assessment covering all of the following:

- financial need;
- employability;
- family composition and age; and
- financial resources available to the client’s household.

- 
- 3.3 Clients must confirm that they have not applied and do not receive any income assistance from any other source.
  - 3.4 Clients must provide all information necessary to confirm that the eligibility requirements have been met and that the information provided in their application is accurate.
  - 3.5 Income assistance administrators must take all necessary steps and precautions to verify information and require supporting documentation to ensure that eligible services are only provided to eligible clients.

#### **4.0 Child out of Parental Home**

- 4.1 Eligible expenditures pertaining to a child out of the parental home, for purposes of Income Assistance, are according to the provincial guidelines and do not include a child taken into care under the Child and Family Services Program.
- 4.2 Achieving reasonable comparability with provincial practices should not result in a duplication of payments or services, (e.g. the child is counted for IA benefits while receiving supports through the CFS program).
- 4.3 Once a child receives supports as a child out of the parental home, through CFS, he/she ceases to qualify for supports through the IA program.

---

## Assisted Living Program (AL)

### 1.0 Main Objective and Program Description

- 1.1 The AL Program provides funding for non-medical social support services that meet the special needs of seniors, adults with chronic illness, and children and adults with disabilities (mental & physical) with the objective of maintaining functional independence and greater self-reliance.
- 1.2 The AL Program is available to all persons residing on-reserve, or ordinarily resident on-reserve, who have been formally assessed by a qualified professional (in a manner comparable to the relevant province or territory) as requiring non-medical social support services and who do not have the means to otherwise obtain these services.
- 1.3 There are four major service components:
  - 1. **In-Home Care** – provides financial assistance for non-medical personal care for adults who need assistance with activities of daily living. Services range from housekeeping, meal preparation, and attendant care to community supports, such as adult care, meals on wheels, psycho-social programs, short-term respite care for caregivers, and non-health transportation.
  - 2. **Adult Foster Care** – provides funding for supervision and care for adults in a family-like setting who do not require 24-hour care but are unable to live on their own.
  - 3. **Institutional Care** – reimburses for some expenses related to Type I and Type II care in designated facilities for adults.
  - 4. **Assisted Living Disabilities Initiative**, provides funding to First Nation organizations for projects to improve the coordination and accessibility of existing disability programs and services on reserves. Activities may include such things as advocacy, public awareness, or regional workshops

### 2.0 Definitions

- 2.1 The AL Program utilizes the following definitions:
  - 2.1.1 **Continuing Care** – The range of holistic medical and social support services for those who do not have, or who have lost, some capacity to care for themselves.
  - 2.1.2 **Disabilities Initiative** – An AANDC initiative to fund projects to improve the coordination and accessibility of existing disability programs and services on reserves, such as advocacy, public awareness and regional workshops.



- 
- 2.1.3 **Home Support** – Component of the AL Program providing homemaker services to help people with their daily activities, thereby contributing to their independence and to their ability to remain in their homes.
- 2.1.4 **Institutional Care** – Care provided in an adult care facility, such as Personal Care Homes, Elders Lodges and Supportive Living Homes, etc..
- 2.1.5 **Ordinarily Resident on Reserve** - For the purpose of providing Income Assistance and Assisted Living programs and services, “ordinarily resident” means that an individual client:
- Lives at a permanent address on-reserve more than 50% of the time; or,
  - In the case of children in joint custody, lives more than 50% of the time on-reserve;
  - Does not have a primary residence off-reserve;
  - Is an individual who is off-reserve for the purpose of obtaining care not available on-reserve or who is off-reserve for the primary purpose of accessing social services because there is no reasonably comparable service available on-reserve.

Students registered full-time in a post-secondary education or training program and who are in receipt of federal, band or Aboriginal organization education/training support funding continue to be considered ordinarily resident on reserve if they:

- Maintain a residence on reserve;
- Are a member of a family that maintains a residence on-reserve; or,
- Return to live on-reserve with parents, guardians, caregivers or maintainers during the year, even if they live elsewhere while attending school or working at a temporary job.

The residence of a child who comes into the care of a mandated child welfare authority is derived from the residency of the child’s parent or guardian at the time the child is taken into care.

### **3.0 Eligible Expenditures**

- 3.1 In-Home Care component provides financial assistance for non-medical personal care services. These services may include the following:
- meal programs, meal planning and preparation;
  - day programs;
  - attendant care;
  - short-term respite care (as defined by the province or territory);
  - group care;

- laundry;
- ironing;
- mending;
- carrying water;
- carrying wood;
- home management which may include making beds, dusting, washing clothes and dishes, ironing, sweeping, wiping counter tops, vacuuming, taking out the garbage, scrubbing a bathroom or floor, washing walls or shampooing carpets;
- minor home maintenance (for example, fixing a door knob or attaching a railing along stairs);
- non-medical transportation; and
- guide dogs.

3.2 **Adult Foster Care eligible expenditures** – The AL foster care component provides supervision and care in a family-like setting to people who are unable to live on their own due to physical or psychological limitations, but who do not need constant medical attention. This service represents a viable alternative to institutional care in circumstances where continuous medical care is not required on site.

Before actual expenses for adult foster care are reimbursed under the contribution or grant authority, recipients must verify that the adult foster home can demonstrate that it:

- 3.2.1 conforms with provincial or territorial per diem rates; and
- 3.2.2 operates according to the licensing and/or recognition or accreditation guidelines of the relevant province or territory.

### 3.3 Institutional Care Types I and II

3.3.1 AANDC has limited responsibility for non-medical, Types I and II levels of care in institutions that are operated according to provincial or territorial laws and standards both on and off reserves. These classifications of care are defined in the federal classification system for institutional care as follows:

**Type I** – This level of care identifies a person who is ambulant or independently mobile, who has decreased physical or mental faculties, and who primarily requires supervision or assistance with activities of daily living and provision for meeting psycho-social needs through social and recreational services. The period of time during which care is required is indeterminate and related to the individual condition. A person recognized as Level I would not normally be admitted to a residential care facility.

**Type II** – This level of care identifies a person with a relatively stabilized (physical or mental) chronic disease or functional disability, who having reached the apparent limit of his/her recovery, is not likely to change in the near future, who has relatively little need for the diagnostic and therapeutic services of a hospital but who requires availability of personal care on a 24-hour basis, with

---

medical and professional nursing supervision and provision for meeting psycho-social needs. The period of time during which care is required may consist of a number of months or years.

- 3.3.2 Provinces and territories are responsible for licensing and monitoring facilities, providing funding for higher levels (i.e. Types III, IV and V) of institutional care on/off reserve and setting program rates and standards.
- 3.3.3 AANDC may fund the per diem portion of institutional care on a case by case basis. Clients in an institution are expected to pay the provincial or territorial government established co-insurance or user fee for care and maintenance and clothing and personal expenses to the extent they are financially able to.
- 3.3.4 Eligibility Requirements for Institutional Care – Before actual expenses for institutional care services may be reimbursed, eligible funding recipients must verify that the care facility can demonstrate that:
- it operates according to the licensing and/or recognition or accreditation guidelines of the relevant province or territory; and
  - the care services for which the care facility is invoicing do not exceed Types I and II levels of care.
- 3.3.5 Eligible Institutional Care expenditures to be funded may include:
- standard accommodation;
  - meals, including therapeutic diets;
  - food;
  - laundry;
  - necessary emergency and routine treatment supplies;
  - skilled care with professional supervision as needed and planned;
  - programs for social and recreational activities;
  - clothing;
  - special diets;
  - age allowance;
  - personal living allowance; and
  - guide dogs.

Note: Specialize medical and capital items are not eligible expenditures.

---

#### **4.0 Service Delivery Eligible Expenses**

4.1 Eligible funding recipients who deliver the AL Program receive additional resources to support the administration of the program.

4.2 Eligible expenditures to deliver the AL Program may include:

- salaries;
- travel;
- transportation;
- training for professional or paraprofessional administrators and case workers;
- related office costs;
- activities related to collecting and managing data required for program;
- monitoring, planning, reporting and evaluation;
- maintaining and upgrading systems;
- developing operational policy and related documents, and delivery options to encourage local integration, where possible, of education, health and social services needed to effectively deliver and administer assisted living programs; and
- developing and implementing case management systems, including the following:
  - structured client assessment;
  - referral;
  - re-assessment and counselling;
  - training; and
  - professional support for administrators and case managers.

Note: Travel outside of Canada not eligible unless pre-approved in writing by the Director General, Programs (AANDC).

#### **5.0 Health Canada's First Nations and Inuit Home and Community Care (HCC)**

##### **5.1 General**

5.1.1 The Assisted Living (AL) Program has close links to Health Canada's Home and Community Care (HCC) Program which provides health services to eligible First Nations living on reserve and Inuit living in Inuit communities.

5.1.2 HCC Services are provided based on a comprehensive needs assessment and enable people with disabilities, chronic or acute illnesses and the elderly to receive the care they need in their home communities.

5.1.3 Together, these two programs make up a vital part of the continuum of care for First Nations. These services often begin in the home and progress through a continuum up to more intensive levels of care normally associated with institutional care.

5.1.4 The social (non-medical) services funded by the Assisted Living Program support other AANDC social programs (Child and Family Services, Income Assistance,

---

Special Education). In addition, the Assisted Living Program supports programs funded by other government departments (i.e. Health Canada), provinces or territories.

5.2 The three main areas of Health Canada's Home and Community Care Program are:

- **Home Support** – provides medical personal care (for example, wound bandaging);
- **Community Support** – includes a process evaluating how the HCC Program is functioning; and
- **Nursing** – provides nursing care (for example, administering medications).

These programs include:

- client assessment and care planning;
- case management;
- personal care provided by trained personnel;
- home nursing;
- in-home respite care;
- a system or process in place to access medical equipment and supplies;
- program linkages with health and social services both internal and external to the community; and
- a client record and data system.

---

## **National Child Benefit Reinvestment (NCBR)**

### **1.0 Main Objective and Program Description**

1.1 The objectives of the National Child Benefit initiative, which includes the National Child Benefit Reinvestment (NCBR) are to:

- help prevent and reduce the depth of child poverty;
- promote attachment to the workforce by ensuring that families will always be better off as a result of working; and
- reduce overlap and duplication, and simplify the administration of benefits for children.

1.2 The expected outcomes of the NCBR on-reserve are:

- a reduction in the effects of child poverty;
- a reduction in barriers that impede parents/guardians from becoming or remaining attached to the workforce; and
- decreased incidence and depth of child poverty on-reserve.

### **2.0 Ordinarily Resident On-Reserve**

2.1 For the purpose of NCBR supports and services, “ordinarily resident on-reserve” means that an individual:

- Lives at a permanent address on-reserve more than 50% of the time; and
- Does not maintain a primary residence off-reserve; or
- Is off-reserve for the purpose of obtaining care not available on-reserve or is off-reserve for the primary purpose of accessing a social service because there is no reasonably comparable service available on-reserve.

2.2 A student registered full-time in a post-secondary education or training program and in receipt of federal, band or Aboriginal organization education/training support funding continues to be considered ordinarily resident on-reserve if he or she:

- Maintains a residence on-reserve; or
- Is a member of a family that maintains a residence on-reserve; or
- Returns to live on-reserve with parents, guardians, caregivers or maintainers during the year, even if he or she lives elsewhere while attending school or working at a temporary job.

2.3 In the case of a child in joint/shared custody, the child is considered ordinarily resident on-reserve if at least one of the child’s parents/guardians meets the criteria of “ordinarily

---

resident on-reserve”; the child is eligible to receive NCBR supports and services during such time that the child is under the care and control of the parent/guardian ordinarily resident on-reserve.

### **3.0 Eligible Expenditures**

3.1 Under the NCBR on-reserve, the type and nature of eligible expenditures include the following:

3.1.1 **Childcare** – programming and/or projects that support the provision of childcare services to allow more families with low incomes to gain access to daycare spaces, or to have their share of childcare costs reduced (e.g., funding for additional daycare spaces and childcare for children of parents in employment or training programs). Direct subsidies to parents are not provided.

3.2.2 **Child Nutrition** – programming and/or projects to improve the health and well being of children in low income families by providing meal and snack programs to children, as well as education to parents on family nutrition and meal preparation (e.g., child nutrition classes, food hampers, and meals served at schools, day nurseries, play groups, and parent-child support centres).

3.2.3 **Support for Parents** – programming and/or projects that provide early intervention and support for low income parents/guardians to help their children with a healthy start in life (e.g., parenting skills programs, drop-in centres for parents and children, parent-child support classes, homework/education-related supports, active recreational activities for children).

3.2.4 **Home-to-Work Transition** - programming and/or projects that reduce barriers to employment (e.g., transportation, uniforms), or provide training to increase the skill level of low income individuals to increase their chances of obtaining work (e.g., life-skills, direct employment and training classes, summer work programs for youth).

3.2.5 **Cultural Enrichment** - programming and/or projects that support the teaching of traditional culture and enrichment programs for children in low income families.

3.2.6 **Service Delivery Eligible Expenditures** - administrative costs associated with program and service delivery, which do not exceed fifteen percent (15%) of the total allocation, may include:

- salaries;
- wages and benefits;
- travel;
- accommodation; transportation;
- training and professional development for professional or paraprofessional administrators;
- testing;

- 
- policy development and program modification or adaptation;
  - instructional and information materials;
  - office supplies;
  - office equipment;
  - telecommunications;
  - printing; professional services;
  - research;
  - data collection, analysis and reporting;
  - evaluation; and
  - incremental fees for accounting and audit services and related office costs.

#### **4.0 Reasonable Comparability**

- 4.1 Federal funding is provided for the National Child Benefit Reinvestment on-reserve in a manner consistent with the Federal/Provincial/Territorial National Child Benefit Governance and Accountability Framework.
- 4.2 The NCBR on-reserve follows an approach comparable to the reference provincial/territorial reinvestment model (i.e., approach to replacing income assistance benefits for children) and/or investments in services and supports for children in low income families. To avoid duplication of services, eligible expenditures (see 2.0 above) on-reserve differ from those offered by provinces/territories off-reserve<sup>1</sup>.

---

<sup>1</sup> For example, provinces/territories use most of their NCBR funding for extended health benefits, to ensure that people leaving IA do not lose their drug/dental benefits, which makes it easier for them to transition to work. However, on reserve, this approach would not make sense, as these supports are already available through FNIHB. The eligible activity areas on reserve have been designed to meet First Nation-defined needs, and to reduce duplication.



---

## Family Violence Prevention Program (FVPP)

### 1.0 Main Objective and Program Description

1.1 The Family Violence Prevention Program (FVPP) consists of two components:

1. **Shelters** - The FVPP currently provides operational funding for a network of 41 family violence shelters serving First Nation communities on reserve.
2. **Prevention Projects** - These proposal-based activities are aimed at preventing family violence in First Nation communities on reserve. The types of projects being funded include public awareness campaigns, conferences, workshops, stress and anger management seminars, support groups and community needs assessments.

1.2 The FVPP assists First Nations in providing access to culturally appropriate family violence shelter services and prevention activities to women, children and families ordinarily resident on-reserve.

1.3 The expected outcome of the Family Violence Prevention Program is the enhanced safety and security of First Nations women and children by providing family violence prevention and protection services.

1.4 The FVPP reimburses some provincial governments and the Yukon the per diem costs for services provided to women, children and families considered ordinarily resident on reserve accessing shelters off reserve. AANDC will undertake compliance activities to verify these expenditures.

1.5 The FVPP provides core funding to the National Aboriginal Circle Against Family Violence to provide a national coordinating role for service providers from shelters and prevention projects by conducting research and providing training opportunities.

1.6 Canada Mortgage and Housing Corporation (CMHC) provides capital for the construction, renovation and major repairs of women's shelters through its Shelter Enhancement Program. Other federal programs provided to First Nations from Health Canada, Department of Justice, Public Safety and provincial/territorial programs contribute to the continuum of services required to address family violence.

### 2.0 Client Eligibility Criteria

2.1 For the purpose of providing FVPP programs and services, “**ordinarily resident**” means that an individual client:

- Lives at a permanent address on-reserve more than 50% of the time; or,

- 
- In the case of children in joint custody, lives more than 50% of the time on-reserve;
  - Does not have a primary residence off-reserve;
  - Is an individual who is off-reserve for the purpose of obtaining care not available on-reserve or who is off-reserve for the primary purpose of accessing social services because there is no reasonably comparable service available on-reserve.

2.2 Students registered full-time in a post-secondary education or training program and who are in receipt of federal, band or Aboriginal organization education/training support funding continue to be considered ordinarily resident on reserve if they:

- Maintain a residence on reserve;
- Are a member of a family that maintains a residence on-reserve; or,
- Return to live on-reserve with parents, guardians, caregivers or maintainers during the year, even if they live elsewhere while attending school or working at a temporary job.

### **3.0 Eligible funding recipients**

3.1 **Eligible Recipients** – Eligible recipients are First Nations, Tribal Councils, other aggregations of First Nations approved by Chief and Council or, an authority, board, committee or other entity authorized to act on behalf of the initial recipients to provide family violence protection and prevention services.

3.2 **Final Recipients** – Eligible First Nations peoples who are ordinarily resident on reserve.

3.3 **Limitations of Funding** – The FVPP does not fund the construction, renovation or major repair of family violence shelters. This is the responsibility of Canada Mortgage and Housing Corporation's Shelter Enhancement Program.

### **4.0 Core Shelter Services**

4.1 A new shelter funding formula was developed in 2006 to establish regional allocations and shelter operating budgets that are fair and consistent across Canada. The development of the formula was based on a review of research and interviews with AANDC regional offices, provincial/territorial governments, and shelter directors, in addition to interviews with the Assembly of First Nations, Native Women's Association of Canada and the National Aboriginal Circle Against Family Violence.

4.2 This formula was designed to support core shelter services that may include:

- a warm and respectful residential environment, with appropriate space for children;
- physical protection and security (both inside and outside the shelter);
- individual case planning, referral and advocacy with regard to access to other supports/systems/resources (social, legal, medical, etc.);

- 
- nutritious meals and safe food preparation;
  - transportation;
  - crisis intervention (including a 24 hour crisis telephone line);
  - child care and children's programming/counselling;
  - follow-up and other post-residence supports;
  - education and counselling for men (perpetrators and victims);
  - data collection/tracking for administrative and evaluative purposes;
  - protection of privacy and confidentiality;
  - community education and awareness raising (service providers and general public awareness);
  - development of networks, collaborations and protocols with other agencies/organizations (shelters, police, healing and health promotion, medical agencies, child and family services, legal aid, social assistance agencies, social housing, etc.); and
  - provision of and referral to culturally appropriate or culturally based education and crisis counselling (group and individual) in the areas of:
    - family violence;
    - parenting skills;
    - life skills;
    - traditional healing;
    - addictions; and
    - mental health.

## **5.0 Eligible Shelter Expenditures**

### **5.1 Eligible expenditures for shelter services are:**

#### **5.1.1 Staff salaries and benefits;**

#### **5.1.2 Staff training, including:**

- cost of training;
- transportation to training; and
- tutoring functions (e.g. online training and other professional development opportunities).

#### **5.1.3 Direct client costs, including:**

- food;
- bedding, towels, soaps, etc;
- personal incidentals (e.g. diapers, clothing and hygiene);
- transportation to and from shelter;
- child care and car seats;
- programming and related supplies; and
- recreation.

#### **5.1.4 Facility costs, including:**

- 
- utilities (includes garbage and snow removal);
  - minor maintenance and repairs;
  - insurance;
  - appliances, furniture and equipment;
  - computer and internet access;
  - library and resources;
  - upgrading (e.g. wheelchair accessible); and
  - security (e.g. fences, cameras, alarm system).

5.1.5 Administrative costs, not exceeding 15% of the total contribution, including:

- audit, accounting and banking fees;
- legal fees, including incorporation fees;
- conference fees;
- payroll administration fees;
- membership fees including those for associations or organizations which provide training, newsletters and reduced conference fees;
- office supplies and equipment;
- telephone and IT support services;
- transportation;
- staff and board liability insurance;
- recruitment;
- program evaluation and performance measurement; and
- a crisis line.

5.2 Eligible Expenditures for the National Aboriginal Circle Against Family Violence are:

- staff salaries and benefits;
- administrative costs not exceeding 15%;
- costs of training forums, workshops, outreach and awareness;
- reasonable travel costs; and
- costs of books, pamphlets and materials.

5.3 Eligible expenditures also include the actual costs of maintaining individuals or families ordinarily resident on reserve in some provincial or Yukon shelters, where service delivery arrangements currently exist, at provincial/territorial per diem rates and rules.

## **6.0 Prevention Projects**

6.1 A new prevention project funding formula will be developed and implemented by 2011/12 to ensure funds are directed to the communities that need it most rather than using a population-based formula. The allocation methodology will allow regions to provide aggregate funding to First Nation boards interested in developing their capacity to address family violence in a strategic way.

6.2 The application requirements for family violence prevention projects are based on proposals that meet the objectives of the Family Violence Prevention Program.

- 
- 6.3 Prevention projects may include promotion and public awareness, education campaigns, conferences, workshops, stress and anger management seminars, counselling, training support groups and community needs assessments subject to the availability of funding.
- 6.4 In some regions, First Nation regional boards are authorized by Chiefs to administer prevention funds by collecting, reviewing and approving proposals for projects. The First Nation regional boards also take on a strategic visioning and coordinating role by targeting specific needs (e.g. annual youth conference) in the area of family violence.
- 6.5 Eligible expenditures for prevention projects may include the following:
- administrative costs not exceeding 15% of the total contribution;
  - costs of books, pamphlets and materials;
  - costs of workshops, outreach and awareness;
  - reasonable travel costs;
  - facilitator per diem; and
  - refreshments.

---

## **First Nations Child and Family Services (FNCFS)**

### **1.0 Main Objective and Program Description**

#### **1.1 Objective**

The FNCFS program provides funding to assist in ensuring the safety and well-being of First Nations children ordinarily resident on reserve by supporting culturally appropriate prevention and protection services for First Nations children and families.

These services are to be provided in accordance with the legislation and standards of the province or territory of residence and in a manner that is reasonably comparable to those available to other provincial residents in similar circumstances within Program Authorities.

#### **1.2 Provincial Delegations**

Child welfare is an area of provincial responsibility whereby each province, in accordance with their legislation, delegates authority to FNCFS agencies to manage and deliver child welfare services on reserve.

The FNCFS agencies, delegated by the province, provide protection services to eligible First Nation children, ordinarily resident on-reserve in accordance with provincial legislation and standards.

The Program funds FNCFS agencies to deliver protection (out of the home) and prevention services (in-home) to First Nation children, youth, and families ordinarily resident on reserve.

#### **1.3 Guiding Principle for Culturally Appropriate Services**

While respecting the provincial governments' constitutional mandate to provide child and family services, the Program provides funding, as a matter of social policy, to support the delivery of culturally appropriate child welfare services among First Nation communities that acknowledge and respect the values, beliefs and unique cultural circumstances of the communities being served.

It is important to note, however, that this principle in no way restricts First Nation control and/or interpretation of the types of services needed in individual communities.

---

## 1.4 Program Description

- 1.4.1 Departmental Directive 20-1 funds the program based on a formula for operations (including limited prevention services) and reimburses eligible maintenance expenditures, based on actual costs.
- 1.4.2 Enhanced Prevention Focused Approach (EPFA) utilizes fixed contributions (previously flexible transfer payments) to fund three streams of activity; (operations, maintenance and prevention) in those jurisdictions that have been transitioned to the EPFA approach.

## 1.5 Program Funded Activities

- 1.5.1 Development – to support the pre-planning, planning and start-up of new FNCFS agencies.
- 1.5.2 Maintenance – to cover costs related to maintaining a child in alternate care out of the parental home, within AANDC authorities. Full costs of foster, group and institutional care are reimbursed in accordance with provincial rate structures up to a maximum daily per diem allowable as set by AANDC authorities.
- 1.5.3 Operations – to support aspects of FNCFS agency operations not covered by the Maintenance or Development components.
- 1.5.4 Prevention – to support programs that reduce the need to remove children from the parental home by providing tools that allow individuals to better care for their children, as well as promoting increased permanency planning for eligible children in care.

## 2.0 Definitions

- 2.1 The First Nation Child and Family Services program uses the following additional definitions:
  - 2.1.1 **Alternate Care** – Placement of a child out of the parental home in a foster home, kinship care home, group home, institution or in an independent living arrangement. This does not include children eligible for the Children Out of Parental Home (COPH) available in some provinces under Income Assistance.
  - 2.1.2 **Alternate Eligible Funding Recipient** – An eligible funding recipient that does not have provincial delegation for the delivery of FNCFS, but receives AANDC funding for this purpose and subsequently provides the funding to an authorized service deliverer (i.e. First Nations that receive funding for the purpose of purchasing services from a FNCFS agency who has provincial delegation).

- 
- 2.1.3 **Authority** – Delegation or authorization by a province to an entity or an individual to deliver legislated child protection services, as opposed to those provinces who delegate that authority to the eligible funding recipient to deliver child protection services in accordance with the relevant provincial legislation.
- 2.1.4 **Case Plan** – A plan developed for a child in need of protective services.
- 2.1.5 **Child at Risk** - A child deemed to be at risk of neglect and/or abuse in accordance with the legislation and standards of the reference province/territory.
- 2.1.6 **Child in Care** – A child in an alternate care placement out of the parental home, in accordance with provincial/territorial legislation and standards.
- 2.1.7 **Children’s Special Allowance** – A federal benefit paid on behalf of children who are in the care of provincial, territorial, or First Nation child welfare authorities. It mirrors the maximum Canada Child Tax Benefit (CCTB) payments, including the National Child Benefit (NCB) Supplement.
- 2.1.8 **Custodial Parent** – A parent with sole custody, or if the parents have joint custody, the parent with whom the child resides for the majority of time.
- 2.1.9 **Eligible Funding Recipient** – Organizations that have been delegated by the reference province or territory to provide FNCFS to on-reserve residents. Eligible funding recipients may include FNCFS agencies, chiefs and councils or other organizations created to deliver mandated FNCFS services. This includes all provinces and the Yukon Territory, except the Northwest Territory and Nunavut, where provisions for these services are included in the territorial financing agreements.
- 2.1.10 **Eligible First Nation Child** – In respect of the FNCFS program, “First Nation Child” refers to an Indian Child that is registered or eligible to be registered. See *Indian Act* for definition of “Indian”.
- 2.1.11 **Foster Home** – An alternate residence for a Child in Care, regulated in accordance with the standards of the reference province/territory, which is a family setting.
- 2.1.12 **Group Home** – An alternate residence for a Child in Care, regulated in accordance with the standards of the reference province or territory, which may accommodate several children.
- 2.1.13 **Guardian** – The guardian of a child as defined under the legislation of the reference province or territory.
- 2.1.14 **Institution** – An alternate residence for a Child in Care, regulated in accordance with the standards of the reference province or territory, which may accommodate



---

larger numbers of children in a setting that is designed to provide more intensive intervention.

**2.1.15 Kinship Care** – An alternate residence for a Child in Care, regulated in accordance with the standards of the reference province or territory, similar to a foster home but involving the use of the extended family of the Child in Care.

**2.1.16 Ordinarily Resident on Reserve**

For the purpose of providing child and family services, “ordinarily resident on reserve” means that an individual:

- lives at a civic address on reserve; or
- in the case of children in joint custody, lives more than 50% of the time on reserve; or
- stays on the reserve and has no usual home elsewhere.

Students registered full-time in a post-secondary education or training program and who are in receipt of federal, band or Aboriginal organization education/training support funding continue to be considered ordinarily resident on reserve if:

- they maintain a residence on reserve, are a member of a family that maintains a residence on reserve;
- they return to live on reserve with parents, guardians, caregivers or maintainers during the year, even if they live elsewhere while attending a school or working at a temporary job.

The residence of a child who comes into the care of a mandated child welfare authority is derived from the residency of the child’s parent or guardian at the time the child is taken into care. Individuals who are off reserve for the purpose of obtaining educational, medical or social services not available on reserve because there is no reasonably comparable service available there continue to be considered ordinarily resident.

**2.1.17 Prevention Services** – Services designed to reduce the incidence of family dysfunction and breakdown or crisis and to reduce the need to take children into Alternate Care or the amount of time a child remains in Alternate Care.

**2.1.18 Protection Services** – Provincially or territorially legislated services designed to protect children from neglect and abuse.

---

### **3.0 Directive 20-1**

#### **3.1 General**

Departmental Directive 20-1 provides a funding approach for First Nations eligible funding recipients that deliver First Nation Child and Family Services. Eligible expenditures are limited to development, maintenance, and operational costs.

#### **3.2 Annual Work Plans**

Under the Directive 20-1 program funding, annual work plans are required from the FNCFS agencies prior to receiving any funding. The Recipient Reporting Guide - [http://www.ainc-inac.gc.ca/dci/dcilog\\_e.asp](http://www.ainc-inac.gc.ca/dci/dcilog_e.asp), provides further information on its completion, but as a minimum includes:

- objectives and deliverables that will be undertaken in the coming fiscal year; and
- financial activity budgets required for the provision of services to clients.

#### **3.3 Eligible Development Expenditures**

3.3.1 Costs associated with the establishment and development of FNCFS agencies may include:

- allowances for assessment;
- community consultations;
- negotiation of agreements;
- design service and delivery modes;
- development of staffing and financial policies;
- research and development of service standards;
- identification of staffing requirements;
- hiring of agency staff;
- establishment of an agency office;
- purchasing of equipment and furniture;
- orientation and initial training of local committees; and
- boards of directors.

3.3.2 Development phase funding is a one-time only activity and is not available to First Nations who are currently receiving services as a member of an existing eligible funding recipient. Those First Nations wishing to separate and create a new eligible funding recipient (FNCFS agency) or wishing to leave one eligible funding recipient (FNCFS agency) and join another, are not be eligible for development funding.

---

3.3.3 During the development phase, consideration for the creation of a new eligible funding recipient requires that:

- an agreement exists between the affected First Nation(s), the affected eligible funding recipient(s), the reference province or territory, AANDC region and AANDC headquarters in order to proceed or take action;
- First Nations have approved Band Council Resolutions (BCR's) signifying their intent to pursue the creation of a new eligible funding recipient or realign with other eligible funding recipients; and
- the reference province or territory has provided written confirmation that it is willing to support the creation of a new FNCFS agency.

3.3.4 The program design is based on an economy of scale whereby each eligible funding recipient should serve at least 801 children (0-18 years of age). It is recognized that in exceptional circumstances this may be impossible and consideration for funding may be given for funding a smaller FNCFS agency should the eligible funding recipient demonstrate the need based on:

- geographic reasons why they cannot belong to a larger eligible funding recipient, noting that isolation and remoteness (being the distance between bands) may impede operational efficiency and effectiveness of services;
- cultural contrasts and extreme differences would not support effective working relationships; and
- existing groupings and administrative arrangements for the service delivery of other social programs does not support the management and service delivery of this program, in a cost effective manner.

AANDC may approve these requests where there is sufficient evidence to substantiate the creation of a smaller FNCFS agency if the province/territory are in agreement in authorizing the eligible funding recipient to manage and provide services, recognizing that funding levels will be adjusted annually according to child populations and that this may place them in difficult financial positions during future years.

### 3.4 Eligible Maintenance Expenditures (Directive 20-1)

3.4.1 Provincial/Territorial legislation and standards set out eligible maintenance expenditures for children taken into care (out of the parental home) which may include:

- non-medical services to children in care with behavioural problems and specialized needs;

- purchases on behalf of children in care;
- other provincially-approved purchases not covered by other federal/provincial funding sources;
- per diem costs for children in care in placements out of the parental home (including foster care, group homes, institutional care, and kinship care);
- post-adoption subsidies and supports; and
- professional services not covered by other jurisdiction or by Health Canada's Non-Insured Health Benefits Program.

#### 3.4.2 Non-Eligible expenditures for maintenance may include:

- insured health services under the authority of provincial/territorial guidelines; and
- program areas which fall under the authority of other jurisdictions such as another AANDC Program (education or housing), other federal departments, provinces or territories. This includes costs related to medical requirements (Health Canada) and Young Offenders (Justice Canada, provinces and territories).

### 3.5 Eligible Operating Costs for Service Delivery (Directive 20-1)

Eligible operating costs to administer the First Nation Child and Family Services program include:

- salaries;
- travel;
- benefits for agency staff (e.g.: agency director, senior management staff, supervisory staff, support staff, protection and prevention workers, and resource workers);
- insurance;
- rent/mortgage;
- IT equipment, rentals and supports;
- off-hour emergency services;
- janitorial services;
- expenses related to board/committee operations;
- professional development/staff training;
- special needs assessment and testing;
- legal services fees and costs;
- paraprofessional services; and
- audits, monitoring and evaluation (i.e. costs of preparing agency evaluations).

It should be noted that non-medical services designed to keep families together and children in their own homes (i.e. homemaker and parent aid services, mentoring services for children, home management, non-medical counselling services not covered by other funding sources, group and individual activities designed to promote better parenting

---

skills, AANDC funded Head Start Program in New Brunswick, group and individual activities designed to promote better parenting skills) remain eligible expenditures under operations. Once the Enhanced Prevention Focussed Approach is implemented in a province or territory, funding for these items are to be considered eligible expenditures under the category of prevention/least disruptive measures.

#### **4.0 Enhanced Prevention Focussed Approach**

4.1 In 2007, the FNCFS program adopted the Enhanced Prevention Focussed Approach and began reforming its funding activities for enhanced prevention and least disruptive measures. Province by province, with ready and willing tripartite partners, FNCFS agencies are transitioning to the Enhanced Prevention Focussed Approach (EPFA). Once EPFA is implemented, development, operations and maintenance expenditures outlined under Directive 20-1 remain the same under EPFA.

4.2 Enhanced Prevention Focussed Approach Objectives include:

- families receive the support and services they need before they reach a crisis;
- community-based services and the child and family system work together so families receive more culturally appropriate services in a timely manner;
- First Nations children in care benefit from permanent homes (placements) sooner by, for example, involving families in planning alternative care options; and
- services and supports are co-ordinated in a way that best helps the family.

#### **4.3 Business Plans**

4.3.1 Eligible funding recipients seeking to enter into the EPFA are required to:

- provide an initial five year business plan, subject to AANDC review and acceptance by the province, prior to receiving any funding under the EPFA, and
- provide annual updates of the five year business plan to continue receiving program funding under the Enhanced Prevention Focussed Approach (EPFA).

4.3.2 These five year business plans remain a pre-requisite for continued funding and should contain sufficient information to describe:

- the objectives and deliverables that will be undertaken in the coming fiscal year(s), and
- detailed financial budgets required for the provision of services to First Nations children ordinarily resident on reserve.

4.3.3 The business plans are outlined in the Recipient Reporting Guide.  
[http://www.ainc-inac.gc.ca/dci/dcilog\\_e.asp](http://www.ainc-inac.gc.ca/dci/dcilog_e.asp)

---

#### 4.4 Eligible Enhanced Prevention Funding Approach Expenditures

##### 4.4.1 The approach implements three funding streams; maintenance, operations and prevention services.

- maintenance is budgeted annually based on actual expenditures of the previous year;
- operations and prevention services funding are based on a cost-model developed at regional tripartite tables and are consistent with reasonable comparability to the respective province within AANDC's program authority;
- funding under the three streams are eligible for movement between on stream to another in order to address needs and circumstances facing individual communities; and
- eligible expenditures for maintenance and operations under the Enhanced Prevention Focused Approach are outlined in Section 3.4 (Eligible Maintenance Expenditure - Directive 20-1) and 3.5 (Eligible Operating Costs for Service Delivery - Directive 20-1).

##### 4.4.2 Prevention and least disruptive measures eligible expenditures may include:

- salaries;
- travel;
- benefits for prevention workers and resource workers;
- paraprofessional services family support services;
- professional development; and
- non-medical services designed to:
  - keep families together and children in their own homes (i.e. brief services or time-limited duration) as defined by provincial or territorial homemaker and parent aid services;
  - mentoring services for children;
  - home management; and
  - non-medical counselling services not covered by other funding sources.

## 5.0 Evaluations

### 5.1 FNCFS agencies are funded, based on a three year repeating cycle, to complete internal reviews of their operation in order to identify weaknesses and strengths and to plan any desired improvement to the quality of their services. Over and above these internal reviews, an eligible funding recipient may be required to participate in program evaluations in relation to its mandate regarding the protection of children from abuse, neglect and prevention (where applicable) .

- 
- 5.2 Once an internal review is completed, the FNCFS funding recipient is required to submit a report to AANDC detailing the findings and conclusions and an action plan to address the recommendations. These results will be used to ensure progress is being made to correct areas of concern.
- 5.3 AANDC Audit and Evaluations will undertake reviews of the results being achieved by the entire child welfare program rather than specific organizations or agreements. As part of its review, AANDC's Audit and Evaluation Sector will analyze the information submitted to ensure that program terms, conditions and objectives are being met.

**Links to Federal/ Provincial/ Territorial sites**

**A.1 Federal**

- Government of Canada  
<http://www.canada.gc.ca/>
- Aboriginal Affairs and Northern Development Canada  
<http://www.aadnc-aandc.gc.ca/>
- Health Canada  
<http://www.hc-sc.gc.ca/>
- Human Resources and Skills Development Canada  
<http://www.hrsdc.gc.ca/eng/home.shtml>
- Service Canada  
<http://www.servicecanada.gc.ca/>
- Public Health Agency of Canada  
<http://www.phac-aspc.gc.ca/>
- Canada Revenue Agency  
<http://www.cra-arc.gc.ca/>
- Status of Women Canada  
<http://www.swc-cfc.gc.ca/>
- Statistics Canada  
<http://www.statcan.gc.ca/>
- Treasury Board Policy on Transfer Payments  
<http://www.tbs-sct.gc.ca/>
- Social Union Framework Agreement (SUFA)  
<http://www.socialunion.gc.ca/>

**A.2 British Columbia**

- Government of British Columbia  
<http://www.gov.bc.ca/bvprd/bc/home.do>



- 
- A.3 Alberta**
- Government of Alberta  
<http://www.gov.ab.ca/home/index.cfm>
  - Government of Alberta Laws and Publications  
<http://www.qp.alberta.ca/>
- A.4 Saskatchewan**
- Government of Saskatchewan  
<http://www.gov.sk.ca/>
- A.5 Manitoba**
- Government of Manitoba  
<http://www.gov.mb.ca/index.html>
- A.6 Ontario**
- Government of Ontario  
<http://www.ontario.ca/>
  - Ontario Statutes and Regulations  
<http://www.e-laws.gov.on.ca/index.html>
- A.7 Quebec**
- Government of Quebec  
<http://www.gouv.qc.ca/portail/quebec/pgs/commun/>
  - Laws and Regulations  
[http://www.gouv.qc.ca/Informations/Lois/Lois\\_en.html](http://www.gouv.qc.ca/Informations/Lois/Lois_en.html)
- A.8 Prince Edward Island**
- Government of Prince Edward Island  
<http://www.gov.pe.ca/index.php3/>
- A.9 Nova Scotia**
- Government of Nova Scotia  
<http://www.gov.ns.ca/>
- A.10 New Brunswick**
- Government of New Brunswick  
<http://www.gnb.ca/>
- A.11 Newfoundland and Labrador**

- 
- Government of Newfoundland and Labrador  
<http://www.gov.nf.ca/>

## **A.12**

### **Yukon**

- Government of the Yukon  
<http://www.gov.yk.ca>

**Specified Communities whose residents are deemed to be eligible for programs and services**

1. Kitcisakik - Canton de Hamon
2. Long Point First Nation - Winneway
3. Pakua Shipi - Saint Augustin
4. MaïganAkik - Barriere Lake
5. Aroland
6. Nibinamik
7. Marcel Colomb Cree - Lynn Lake
8. Mathias Colomb Cree Nation - Granville Lake
9. Nisichawayasihk Cree Nation - South Indian Lake
10. War Lake First Nation - Ilford
11. Fox Lake First Nation - Gillam
12. Ocean Man
13. Athabasca Chipewyan First Nation (ACFN) - Ft. Chipewyan
14. Mikisew Cree First Nation - Fort Chipewyan
15. Little Red River Cree Nation (LRRCN) - Garden River
16. Lubicon Lake Band - Little Buffalo
17. Tsay Keh Dene First Nation (Ingenika Band)
18. Old Massett Village Council
19. Lax Kw'alaams
20. Iskut
21. Lake Babine Nation
22. Wet'suwet'en First Nation - Bromon Lake
23. Whe-La-La-U
24. all First Nation residents in the Yukon