

Cultural Safety and Humility Grant Program (2024-2025): Criteria & Guidelines

I. Background – Cultural Safety and Humility (CS&H) Grants

The BCCFP is committed to advocating for culturally safe health care and demonstrating anti-racist approaches to address health equity. The program forms part of the BCCFP's ongoing [Declaration of Commitment](#) to reconciliation and addressing anti-Indigenous racism and inequity in health care. This grants program therefore aims to support family physicians to continue or initiate new culturally safe practices. [Examples of completed projects](#) can be found on our website.

II. Grant Details

In the 2024 – 2025 cycle of the BCCFP Cultural Safety and Humility (CS&H) Grants Program, we are excited to announce that we have expanded the program. The grants available will now include:

- Up to seven (7) grants of up to \$5,000 each
- Up to three (3) grants of up to \$10,000 each

Grants will be awarded to individuals who are BCCFP members in good standing that support or enhance Cultural Safety and Humility among family physicians for initiatives that:

- engage family physicians in developing relationships with First Nations and Indigenous people within their communities
- embed CS&H as an integral aspect of the community-based family practice, Patient's Medical Home, or Primary Care Network
- create or modify tools and/or resources, and quality improvement mechanisms to better care for Indigenous patients
- support the creation of a network or community of practice, to pool and acquire knowledge and practical ways to incorporate CS&H into practice
- develop a mechanism to amplify family physician voices in advocating for CS&H, to create a climate for change

Grants must be used within a six-month period.

Recipients must be willing to share their tools, resources, and findings with the BCCFP and its members.

Grant funding payments are issued in the name of the member and are processed by electronic fund

The BC College of Family Physicians is located on the unceded and traditional territories of the Coast Salish, Musqueam, Squamish and Tsleil-Waututh First Nations.

We recognize how the many injustices experienced by Indigenous Peoples of what we now call British Columbia continues to affect their health and well-being. We are committed to continual learning and forging a culturally safe relationship with Indigenous people as we work towards reconciliation.

September 2024

transfer (direct deposit) in two installments—50% at the outset, and 50% at the midpoint.

The funds received are taxable and are considered by the CRA to be part of the recipient's personal income in the year in which they are received. The BC College of Family Physicians will issue a statement of income (T4A information slip) at the end of the tax year for the grant amount. A recipient can likely claim project expenses related to the grant, against the income received (e.g., fees paid, event costs, invoices for service) and we encourage recipients to keep receipts or proof of payment for these expenses. We also recommend that recipients obtain professional advice from their accountant as to the overall income tax implications of this grant.

III. Application Criteria

To apply for a BCCFP CS&H Grant, applicants must be a BCCFP member in good standing and submit a completed application ([word document available from our website](#)) **by the deadline: November 6, 2024.**

The application form requires that the following information be provided:

- **Description of the initiative:** a clear statement outlining what the initiative will address, its objectives, and how you will partner with Indigenous communities to achieve those objectives. Include any collaborations.
Things to Consider:
 - Is your project's scope feasible to complete in the 6-month allotted time frame?
 - Do you have support for project management or administrative tasks related to your project? If not, consider allocating part of your budget to provide these supports.
 - Do you have existing relationships with your local Indigenous community or will you need to dedicate time and resources to establishing these relationships for your project?
 - Do you have existing partnerships with local health authorities or divisions of family practice that you can leverage for support or joint funding?
 - These grants are meant as seed funding and are not intended as sustainment/renewal funding for longer term projects. Consider if you will need additional funding or support from other sources in the future to sustain your initiative.
- **Impact:** a brief description of how it will impact family physicians, their practices, their communities, and Indigenous patients.
- **Budget:** a detailed outline of how the grant will be allocated to support the initiative. We recommend referring to **Appendices B and C of the [UBC Indigenous Finance Guidelines](#)** for estimating compensation for Indigenous Elders, consultants, or participants in your proposal. We also ask that applicants indicate whether additional sources of funding are available to them.

IV. Selection Criteria

The application will be reviewed by a selection committee which is composed of an Elder, BCCFP's Indigenous Physician Lead, and BCCFP Directors, using the following criteria:

1. **Approach (15%)**
 - a. Does the application clearly articulate the aim of the initiative?
 - b. Does the application describe the approach that it will follow?

2. Involvement of Indigenous Communities (30%)

Does the application outline a plan to involve Indigenous communities to achieve the objectives?

3. Impact (15%)

Does the application articulate how it will impact family physicians, their practices, their communities, and Indigenous patients?

4. Relevance (30%)

Does the application support or enhance Cultural Safety and Humility among family physicians for initiatives that:

- engage family physicians in developing relationships with First Nations and Indigenous people within their communities
- embed CS&H into an integral aspect of the community-based family practice, Patient's Medical Home, or Primary Care Network
- create or modify tools and/or resources, and quality improvement mechanisms to better care for Indigenous Patients
- support the creation of a network or community of practice to pool and acquire knowledge and practical ways to incorporate CS&H into practice
- develop a mechanism whereby family physician voices can be heard and lent to advocacy efforts around CS&H to create a climate for change.

5. Budget (10%)

Does the proposed budget align with the objectives and scope of the initiative? Are compensation rates for Indigenous participants aligned with recommended guidelines (see above)?

V. Requirements and Reporting

Grant recipients will be required to agree in writing to the terms and conditions of the BCCFP CS&H Grants program:

- Grant funding must be utilized within a six-month period.
- Funds will be provided in two installments:
 - 50% on receipt of the signed terms and conditions document
 - the remaining 50% upon receipt of a midpoint progress report
- Along with a copy of (or access to) the tool and/or resource created, all grant recipients will be required to submit a final report at the conclusion of project:
 - a short budget review
 - description of the initiative's impact
 - description of collaboration with Indigenous communities
 - potential for scalability to other communities/wider BCCFP membership
 - lessons learned

VI. Role of the BCCFP

The BCCFP will have an administrative role in administering the CS&H Grants Program. At its discretion, the BCCFP may promote or communicate to its membership information regarding the recipients of the CS&H Grants program and the tools and resources produced.

VII. Timing

The deadline to apply is November 6, 2024

Our estimated decision timeline and subsequent project milestones are outlined below.

Questions about the grant process can be sent to projects@bccfp.bc.ca.

Estimated timeline: 2023-2024 CS&H Grant Program

