**Community Emergency Preparedness Fund**

**Indigenous Cultural Safety and Cultural Humility Training**

**2023 Final Report Form**

Please type directly in this form or print and complete. Additional space or pages may be used as required. For detailed instructions regarding final report requirements, please refer to the 2023 *Indigenous Cultural Safety and Cultural Humility Training Program and Application Guide*.

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| **SECTION 1: Applicant Information** | **AP** *(for administrative use only)* |
| Local Government or First Nation Applicant: | Final Report Submission Date: |
| Contact Person\*: | Position: |
| Phone: | E-mail: |

*\* Contact person must be an authorized representative of the applicant (i.e. staff member or elected official).*

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| **SECTION 2: For Regional Projects Only** |
| 1. **Identification of Partnering Applicants.** For regional projects, please list all of the partnering applicants included in this project: |

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| **SECTION 3: Project Information** |
| 1. **Project Title:** |
| 1. **Project Information.**    1. Project start and end dates: Start:       End:    2. Total final project expenditure:       \* Total CEPF grant expenditure:       \*    3. Did you receive other funding for this project from other sources? If yes, please indicate the source and the amount of funding received from other sources:     *\* The Total final project expenditure and Total CEPF grant expenditure must match  the actual costs in your financial summary (not the original budget).* |
| 1. **Summary of Activities.** 2. Please describe the relationship building that took place between organizations and personnel who deliver local emergency management programs and services, and local Indigenous Peoples, Nation(s), and/or Indigenous organizations.      1. Please describe the training that was developed (if the project included training development) and the training that was delivered.      1. If you hosted your own training, please describe what was involved in the organization of this meeting. |
| 1. **Alignment with intent of funding stream.** How did your project enhance cultural safety and cultural humility in the delivery of local emergency management programs and services? |
| 1. **Emergency Management Personnel.** Please indicate how many participants completed the training, what their role is in emergency management, and what communities they represent. |
| 1. **Engagement with First Nations and/or Indigenous Organizations.**     1. Which specific bands, Treaty First Nations and/or Indigenous organizations (please include the specific traditional territory, reserve or other First Nation’s land) were proactively engaged as part of the development of this project?      * 1. Which specific bands, Treaty First Nations and/or Indigenous organizations participated in the project activities, and what specific roles did they play? |
| 1. **Engagement with Neighbouring Jurisdictions and Affected Parties.** Identify any neighbouring jurisdictions and other impacted or affected parties (e.g., equity-denied populations, organizations that participate in cultural safety and cultural humility training) as appropriate to the project, and the specific role they played. |
| 1. **Comprehensive, cooperative, regional approach and benefits.** Describe how the project contributed to a comprehensive, cooperative and regional approach to Indigenous cultural safety and cultural humility training. What regional benefits resulted from this project? |
| 1. **Alignment with the United Nations Declaration on the Rights of Indigenous Peoples, the Truth and Reconciliation Commission of Canada: Calls to Action, the First Nation Health Authority, and the Sendai Framework for Disaster Risk Reduction.** Describe how your project aligned with the above: |
| 1. **Training Activities.** Were the training activities:   Developed and delivered by an Indigenous organization. If yes, please describe:    In-person and supportive of social-emotional experiential learning.  If yes, please describe:    Delivered via Indigenous owned and run facilities, catering, etc.  If yes, please describe: |
| 1. **Additional Comments.** Please share any additional comments you would like to provide. |

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| **SECTION 4: Required Final Report Materials** |
| Only complete final reports will be reviewed and outstanding final reporting may impact ability to apply for future UBCM grants.  The following separate attachments are required to be submitted as part of the final report:  Financial summary detailing all expenditures. *GL reports and vendor receipts may be included, but will not be accepted as financial summaries.*  Copies of any training or capacity building materials that were developed as a result of this grant.  Optional: photos and media directly related to this project. |

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| **SECTION 5: Certification of Costs** (to be signed by Chief Financial Officer or Designate) | |
| I certify that the costs identified in the attached financial summary: (1) have been incurred and paid; (2) are attributable to the project; (3) are eligible; and (4) are net of tax and any other rebates.  In addition, for final claims, I certify that: (1) the project is complete; (2) all revenues generated from the project have been declared; and (3) all eligible portions of all other grant contributions for the project have been declared. | |
| Name: | Title:  *(CFO or designate)* |
| Signature: A  *A certified digital or original signature is required.* | Date: |

All final reports should be submitted to:

Local Government Program Services, Union of BC Municipalities

E-mail: [cepf@ubcm.ca](mailto:swpi@ubcm.ca)