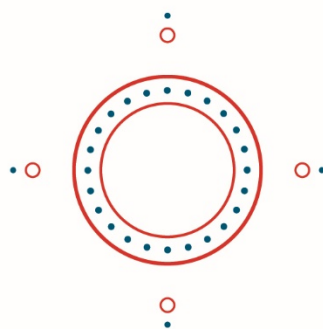


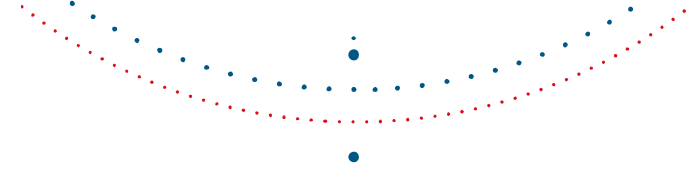


# INFORMATION GUIDE

Citizen Participation Among Aboriginal Youths



**Secrétariat à la jeunesse**



This publication was produced by the Secrétariat  
à la jeunesse.

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Legal deposit – February 2018  
Bibliothèque et Archives nationales du Québec  
ISBN: 978-2-550-80580-9 (PDF)

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## 1. OVERVIEW

*The participation and commitment of young people in their communities are practical ways to develop their ability to act.*

The *Government Action Plan for the Social and Cultural Development of the First Nations and Inuit* seeks to contribute in practical terms to encouraging Aboriginal youth. The Québec government wishes to support the Aboriginal communities to enable them to guide young people in their life paths and offer services that will help them to become active citizens capable of effectively playing the central role that is necessarily theirs in the development and vitality of their communities and Québec society as a whole.

In the action plan, the Québec government indicates its interest in promoting social innovation projects and initiatives that propose original solutions geared to social realities, which respond more sustainably to needs and engender benefits for individuals and the community.

*The 2030 Québec Youth Policy* (youth policy) focuses solely on young people by encouraging citizen participation and civic engagement. It is thus contributing to the integration of young people into the community, the establishment and strengthening of a sense of belonging, and an awareness of what can be achieved when individuals are involved in concrete terms in their community.

Through the youth policy, the government is seeking to support projects that promote civic engagement among young people in their communities and that are adapted to Aboriginal realities. It hopes to support innovative social initiatives that contribute to putting Aboriginal youths at the forefront of social and cultural development in their community.

## 2. OBJECTIVES

Encourage citizen involvement, the capacity to act and community development through the elaboration of projects in partnership with Aboriginal youths.

### 2.1 Targeted objectives:

- contribute to the inclusion and involvement of Aboriginal youths in their community and in Québec society and foster citizen participation and cohabitation;
- encourage collaboration between the Aboriginal peoples and Québec networks and between the Aboriginal peoples and local and regional communities.



### 3. DEFINITIONS

#### Citizen involvement

Citizen participation is the exercise and expression of citizenship through the practice of public, social and electoral participation.

Citizen learning and the exercise of citizenship imply that individuals share a concern for the enrichment of the collective future and that they make their best contribution to it. The Aboriginal societies must be able to rely on individuals who are able and willing to contribute. Poverty and social exclusion are often corollaries of limited participation in the economic, cultural and political life of the community and young people facing these situations require special attention.

For young people, citizen participation contributes to their integration into the community, the establishment and strengthening of a sense of belonging, and an awareness of what can be achieved through concrete social involvement.

#### The capacity to act

The individual or collective capacity to act represents the state in which an individual or a community is capable of exercising power, i.e. of freely choosing, transforming choices into decisions, acting in light of such decisions, and being prepared to assume the consequences of one's actions.

To work in the perspective of bolstering the capacity to act implies the recognition of the principle of self-determination of the communities and their residents. The latter are the best placed to define their needs, determine the desired changes in their communities and pinpoint the solutions to be implemented to do so.

#### Community development

Community development is a process of transformation that hinges on the participation and joint action of individuals and stakeholders in a community to determine their problems and the responses to them. It seeks to enhance the community's living conditions and establish the means to respond to local concerns.

#### Young people

The call for proposals targets young people 15 to 29 years of age. However, this definition implies some degree of flexibility: certain provisions could apply before the age of 15 and others extend after the age of 29, when the situation so warrants.



## Eligibility:

To be eligible for funding, the projects must:

- reflect the objectives mentioned earlier;
- target Aboriginal youths between 15 and 29 years of age.

## Eligible organizations must:

- pursue the objectives mentioned earlier;
- target Aboriginal youths between 15 and 29 years of age.

## Submission of applications

Applications must provide the following information:

- a description of the proposed project, which:
  - specifies to which of the targeted objectives mentioned previously it seeks to respond;
  - sets out its objective(s);
  - indicates the target clientele(s) and their needs;
  - indicates the spinoff and anticipated impact on the target clientele(s);
  - indicates the activities and resources to be established to carry out the project;
  - includes the implementation time frame.
- the financing package broken down showing, in particular:
  - the financial requirements;
  - the anticipated sources of funding.
- a review engagement report or the organization's audited financial statements for the previous year.



## Ineligible projects

The following projects are ineligible:

- core and routine activities (the operational activities that an organization regularly or normally carries out);
- literary publications;
- the organization and delivery of events or activities such as:
  - tournaments;
  - pow wows;
  - games;
  - galas;
  - celebrations.

## Eligible expenses

The following are eligible expenses:

- the portion of the salary and fringe benefits corresponding to the time devoted by an employee or an individual hired to carry out the project;
- communications equipment and expenses;
- travel and living expenses related to the realization of the project;
- appraisal fees;
- translation expenses;
- other direct expenses related to the project's nature;
- project management fees (limited to 10% of the financial assistance granted).

## Financial assistance

The financial assistance consists in a non-repayable contribution:

- of a minimum of \$10 000 and a maximum of \$40 000 per organization;
- that can cover up to 100% of eligible expenses.

Eligible organizations must declare in their applications all confirmed and anticipated sources of funding. The Secrétariat à la jeunesse will ensure that no other funding source is contributing to the reimbursement of the same expenses.



## Follow-up and accountability

The agreement that formalizes each grant must include, in particular:

- the obligations of the signatories;
- a detailed description of the project and the objectives related to the funding;
- management and production indicators.

Each organization must at a minimum ensure accountability that complies with the provisions in the grant agreement. Such accountability takes the form a report that must contain:

- a complete review of the activities carried out;
- a description of the results obtained in relation to the objectives set.

The document must be accompanied by a financial report and the attendant documents that describe the use of the annual grant.

## General information

Duration of the projects: one year (from April 1, 2018 to March 31, 2019)

Amount of the assistance granted by the Secrétariat à la jeunesse: between \$10 000 and \$40 000

Deadline for submitting a project: **Saturday, May 26, 2018 at 11:59 p.m.**



## To submit a project

Send the project presentation form and the requisite documents to the Secrétariat à la jeunesse no later than Saturday, May 26, 2018.

Send the complete application by email to: [saj@mce.gouv.qc.ca](mailto:saj@mce.gouv.qc.ca).

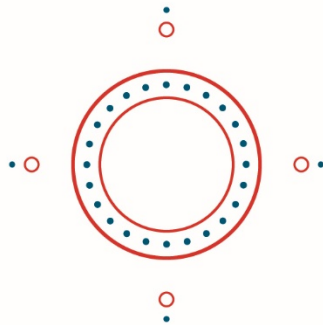
An acknowledgement of receipt will be sent to all organizations that submit a project. Only eligible applications that contain of the requisite documents will be examined. Organizations that submit incomplete applications will not be eligible.

At the conclusion of the selection process, a letter will be sent to all of the organizations that submitted a project to inform them of the decision concerning their application.

Should you have additional questions, please contact the Secrétariat à la jeunesse: [saj@mce.gouv.qc.ca](mailto:saj@mce.gouv.qc.ca). We will reply promptly to you.

## Documents

- *Information Guide*
- *Project presentation form*



**Secrétariat  
à la jeunesse**

**Québec**

