
Indigenous Primary Health Care Innovation Fund

Guidebook for Indigenous Communities

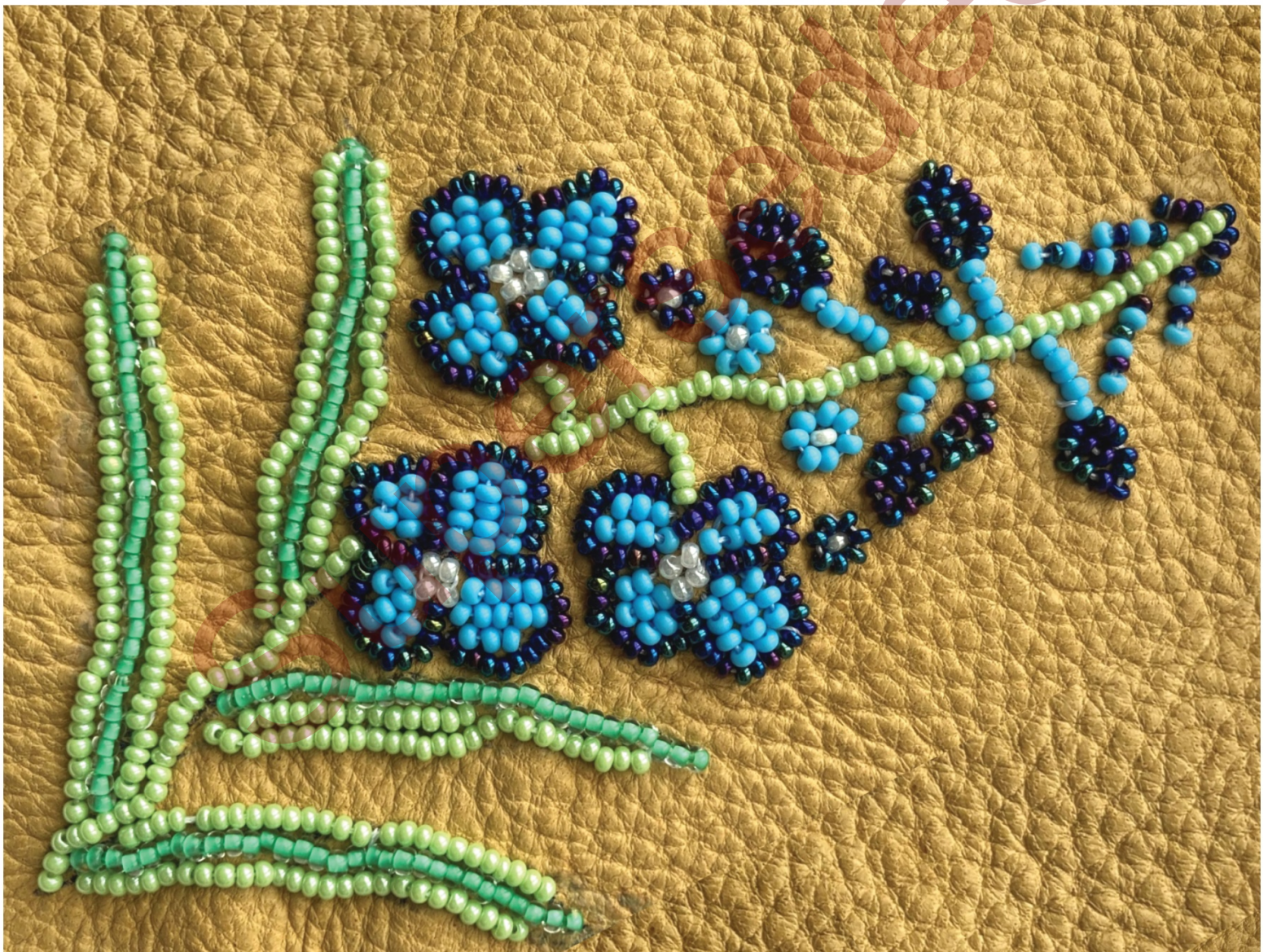


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Alberta

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Alberta Health, Government of Alberta

May 15, 2024

Indigenous Primary Health Care Innovation Fund

Guidebook for Indigenous Communities

Indigenoushealthgrants@gov.ab.ca

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Contents

Overview.....	1
Road Map.....	2
Program Overview.....	3
Eligibility.....	3
Funding.....	4
Eligible Projects.....	4
Key Dates.....	6
How to Apply.....	7
Next Steps.....	8
Reporting and Deliverables.....	9
Contact.....	9

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Indigenous Primary Health Care Innovation Fund

Overview

On October 18, the Honourable Adriana LaGrange, Minister of Health, released the report, *“Honouring our Roots: Growing together toward a culturally safe primary health care system for Indigenous peoples”*, and announced the Ministry’s commitment to establish an Indigenous Primary Health Care Innovation Fund (Innovation Fund) to address the immediate challenges facing Indigenous patients, communities, and organizations by investing in First Nations, Métis and other Indigenous health care service providers and agencies to deliver comprehensive primary health care services closer to home, and in an environment where Indigenous patients feel safe and supported throughout the patient journey.

Indigenous communities are key to achieving solutions to address the primary health care needs of Indigenous patients. Recognizing that Indigenous communities must be involved in the design and delivery of primary health care programs and supports, the Innovation Fund will support the development of new primary health care programs, supports, and facilities through a new grant funding stream. The Innovation Fund is intended to provide seed funding to support Indigenous communities to build, expand, or diversify primary health care programs and supports needed to improve access to primary care, and promote system stabilization over the long term.

This guide is intended to provide information to assist Indigenous applicants to prepare and submit their grant applications, and outlines a transparent process for the review and selection of successful grant recipients.

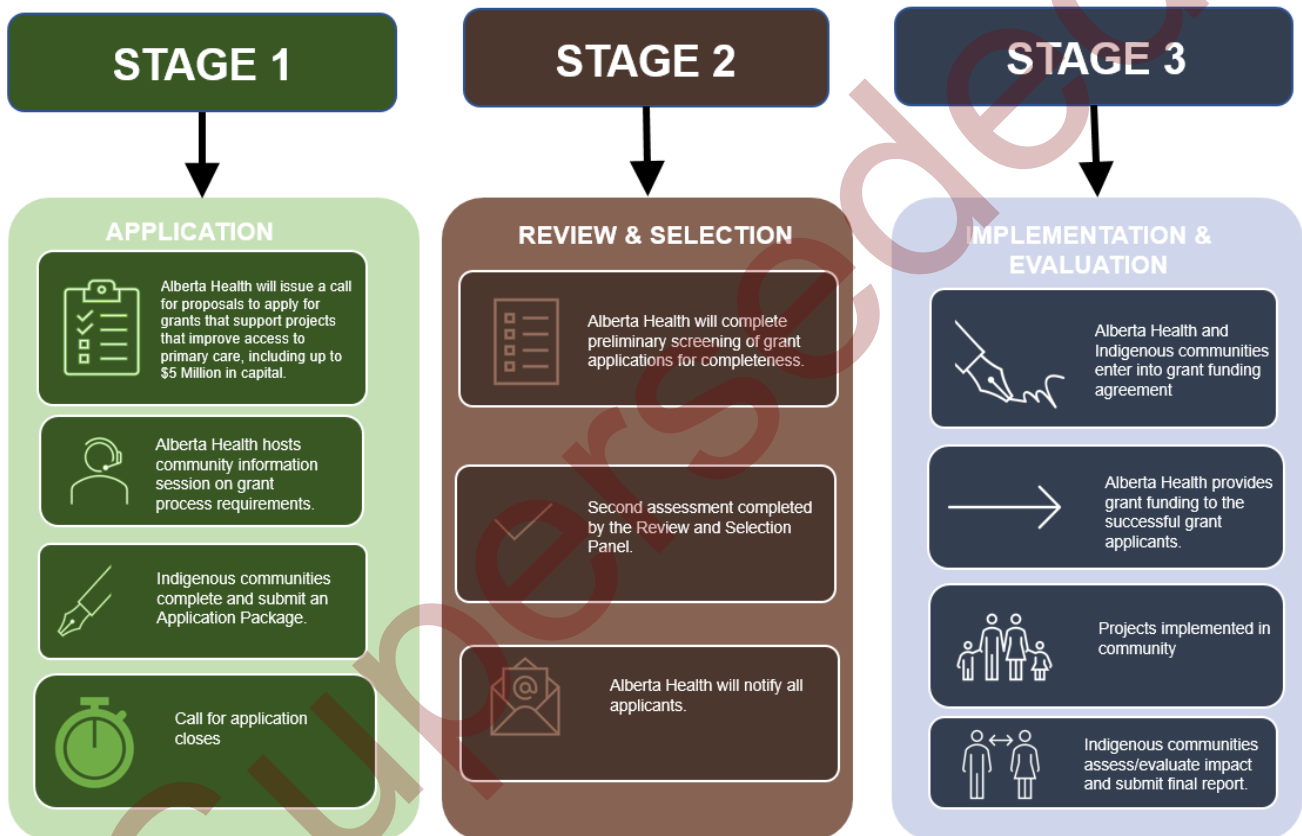
If you have any questions after reviewing and completing the application, please contact Indigenoushealthgrants@gov.ab.ca.

Indigenous Primary Health Care Innovation Fund

Road Map

The 'Road Map' below provides an overview of the key stages for the development and implementation of the Indigenous Primary Health Care Innovation Fund (Innovation Fund):

- Stage 1 – Application Submission
- Stage 2 – Adjudication/Review
- Stage 3 – Implementation and Evaluation



Indigenous Primary Health Care Innovation Fund

Program Overview

The Indigenous Primary Health Care Innovation Fund builds upon Alberta's commitment to transform its primary health care delivery system in order to improve access to primary health care services for Indigenous peoples and ultimately improve health outcomes for Indigenous peoples. The Innovation Fund is intended to lay a solid foundation for the delivery of accessible, relevant, high quality, and culturally safe primary health care led by First Nations, Métis, and Inuit peoples in Alberta.

The goal of the Innovation Fund is to provide funding to support Indigenous communities and organizations in pursuing priorities based upon their unique primary health care needs. The funding program will focus on Indigenous-led initiatives that:

- Build a high-quality primary health care system that is designed and delivered by First Nations, Métis, and Inuit peoples in Alberta;
- Support community capacity to design and deliver culturally safe primary health care services for Indigenous peoples close to home;
- Improve health equity for First Nations, Métis, and Inuit peoples in Alberta in a way that honours and respects Indigenous expertise, knowledge, and traditional healing;
- Develop a path towards eliminating Indigenous racism within Alberta's health care system, and build a culturally safe workforce that includes Indigenous providers; and
- Mobilize First Nations, Métis, and Inuit primary health care system innovation with Indigenous peoples as partners.

Eligibility

Eligible applicants for the Innovation Fund include Indigenous communities and not-for-profit organizations located in Alberta including:

- First Nations (As defined by the [Indian Act, RSC, 1985](#))
- Tribal Councils and Treaty Organizations
- Metis Settlements General Council and Metis Settlements within the meaning of the *Metis Settlements Act*
- Métis Nation of Alberta
- Aseniwuche Winewak Nation
- Indigenous serving not-for-profit organizations, including Friendship Centres
- Inuit organizations registered in Alberta

Applicants must be legal entities and must also be in compliance with the terms and conditions of any previous Alberta Health grant funding.

Funding

The Innovation Fund approach recognizes that each community has varying levels of need, capacity, and readiness to advance primary health care projects. The Innovation Fund supports the concept of substantive equality and uses a **tier-based funding approach**, that will award smaller amounts of grant funding (up to \$2 million) to enhance Indigenous community and organizational capacity, test promising practices, and establish meaningful partnerships, programs, initiatives and infrastructure; and larger awards (up to \$5 million) for those Indigenous communities that are looking to scale their efforts and expand the scope of their work.

The funding amount for each selected project is determined based on the amount requested by the applicant, eligible costs, and the proposed budget for the project.

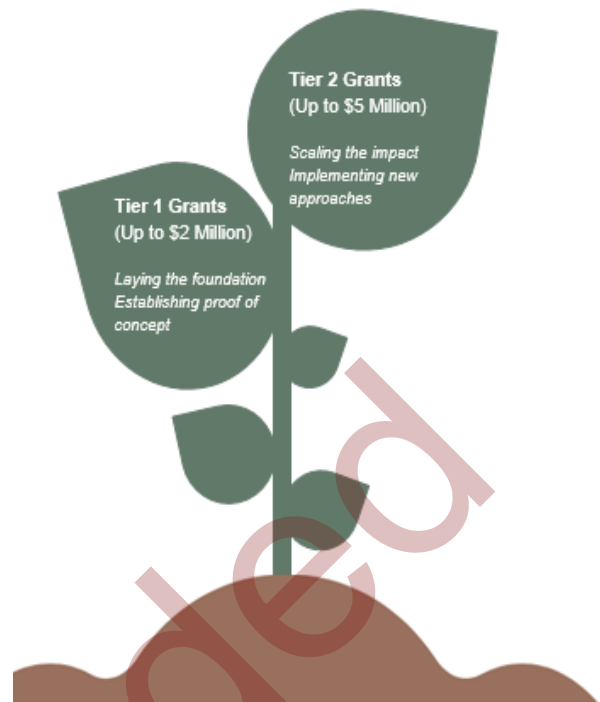
There is no requirement for the applicant to contribute financially; however, all other sources of funding for the proposed project must be disclosed in the application.

Applicants are encouraged to use more than one source of funding to fund a project (including federal, municipal, or other provincial grant programs). The Innovation Fund may be stacked with other government sources to collectively fund up to 100% of the eligible costs for the project.

Eligible Projects

The Innovation Fund is intended to provide flexible funding to assist Indigenous communities and organizations as they pursue priorities based on their unique primary health care needs including (but not limited to) projects that:

- **Decrease barriers for Indigenous patients:** These projects will involve accessing primary health care services in community or away from home, including health promotion and disease prevention initiatives, travel and accommodation supports, health benefit programs, or other community-led activities.
- **Increase access to culturally safe primary health care services through innovation:** These projects include small-scale capital projects, virtual technology, mobile care, and development of new or stabilization of existing core human resources in community to deliver services.
- **Develop primary health care based education:** These projects include primary health care based educational projects, activities/training modules, curricula that promote Indigenous ways of knowing; language and interpretation initiatives; and workshops/events that foster community connection.
- **Demonstrate innovation in primary health care delivery models:** These projects are designed and delivered by First Nations, Métis, and Inuit communities and organizations, address local needs and build upon strengths in the community, provide wholistic or wraparound care, that incorporate traditional culture and healing, and support partnership development and collaborative relationships.



- **Increase community capacity:** These projects increase the capacity of First Nations, Métis, and Inuit communities and organizations to develop primary health care models that can be sustained over time, business case development, feasibility studies, development of partnerships, demonstration projects, research and analysis projects, collaborative relationships, and community engagement activities.

Project Examples

Examples of projects that may be considered for funding include:

- Research, evaluation and assessment of innovative primary health care models that could be implemented or scaled up in Alberta;
- Capital projects and investments (up to a maximum of \$5 million) to implement an innovative primary health care model, including Business Plan development for such projects;
- Projects that improve access, quality of care, and team-based, integrated care;
- Programs that support health promotion and disease prevention through all stages of life; and
- Eligible start-up costs associated with the implementation of proposed primary health care projects.

Eligible Expenses

- Leasehold improvements, renovations and/or enhancements in order to provide health services
- Capital equipment purchases
- Business case, needs assessment, and feasibility planning
- Vehicle rental, including insurance as applicable, to support project objectives
- Meetings, workshops, hospitality, training and development, equipment, translation and communications, materials and supplies
- Salaries, employee benefits, professional fees
- Domestic travel and transportation related to project
- Volunteer expenses, program incentives
- Audit and evaluation
- Research and studies
- Contracts to engage qualified professional
- Honoraria for Elders
- Partnerships to support pilot projects
- Primary health care projects and programs

Ineligible Expenses

- Expenses incurred for activities carried out prior to approval of the funding from Alberta Health
- Expenses that are not directly related to the specific project including ongoing operating and administrative expenses (ongoing staff salaries and benefits, travel expenses, rental of office space, telephone or cellular purchases or expenses, premiums for liability insurance or other insurance coverage) and other similar expenses.
- Expenses related to staff awards and recognition, contractor training
- Expenses not related to the proposed project
- Vehicle purchase or maintenance costs by either the applicant (grant recipient) or any contractor(s);
- Non-business travel costs by either the applicant (grant recipient) or any contractor(s), including commuting costs, parking fees, interprovincial or out-of-country travel expenses, and related meals and alcohol;
- Other expenses deemed ineligible by Alberta Health

Key Dates

- Rolling submissions open – December 20, 2023
- Information Session – January 11, 2023, 1:00 p.m. Please register by emailing Indigenoushealthgrants@gov.ab.ca.
- Application deadline for 1st review* – February 2, 2024, at noon
- Application deadline for 2nd review* – June 17, 2024, at noon
- Application deadline for 3rd review* - September 30, 2024, at noon
- Projects begin – February/March 2024 or later; upon approval

* Applications will be reviewed following each application deadline. Applications are welcome any time prior to the 3rd application deadline on September 30, 2024, at noon.

How to Apply

Step 1 – Review this document, the [Indigenous Primary Health Care Innovation Fund Guidelines](#)

Step 2 – Fill out the application form

- [Indigenous Primary Health Care Innovation Fund Application Form](#)

Applications must include the following minimum information:

- a date and signature
- description of proposed project and project activities
- expected outcomes, results, and community benefit(s)
- detailed timeline of the project activities and qualification of professionals (where applicable)
- detailed budget

Applicants who are proposing a capital project (new build or renovation) with a proposed budget of more than \$100,000 must include the following additional information in their application:

- A completed business case (if available)
- A statement acknowledging that the proposed project (new build or renovation) will comply with applicable bylaws and building codes, or applicable equivalent (equivalency must be specified)
- If new build: location, how land tenure will be achieved, and type and size of facility/building;
- Provide information on how the project addresses the following:
 - innovative design
 - innovative service delivery model (where applicable)
 - integration with other community services
 - consideration of cultural and spiritual needs
 - readiness for development by anticipated construction dates as specified in the application;
 - qualifications of applicant /developer to build or renovate facility/building,
 - qualifications of operator identified to operate facility/building / deliver services (if applicable); and
 - any applicable licensing to be obtained by operator identified to operate facility/building and/or deliver services.

Step 3 – Demonstrate community capacity

You must demonstrate organizational support for your project by providing at least one of the following:

- Band Council Resolution for a First Nation
- Council Resolution for a Metis Settlement
- Board Resolution from a community-owned company/development corporation
- Board Resolution from a not-for-profit Indigenous organization
- Letter of Support from an Indigenous community or organization

Step 4 – Submit your application package

- Email your application to Indigenoushealthgrants@gov.ab.ca

Next Steps

Once you have submitted your application, the following will occur:

- Alberta Health will undertake a preliminary screening of your application to ensure that the application is completed and provides enough information to undertake a full review.
- Each application that has successfully passed the preliminary screening will be reviewed by a cross-ministry committee based upon suitability, eligibility, budget, viability, and sustainability.
- Alberta Health may ask for more information or reject if your application is incomplete.
- Alberta Health may provide recommendations on how your proposed project could be better aligned with the funding stream.
- Alberta Health will communicate the status of your application and a final decision will be sent through email.

Decisions are final and there is no appeal process.

Reporting and Deliverables

If your project is approved for funding, your organization will be required to enter into a funding agreement with the Government of Alberta before receiving your grant funds.

You will be required to report on the activities and results of the projects as detailed in the funding agreement including providing financial statements.

Contact

Staff are available to discuss primary health care opportunities with Indigenous community representatives.

Connect with the Indigenous Primary Health Care Innovation Fund program:

Hours: 8:15 am to 4:30 pm (open Monday to Friday, closed statutory holidays)

Email: Indigenoushealthgrants@gov.ab.ca

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