

governWISE Alliance

Ignite Action to Strengthen the Future



governWISE
ALLIANCE





Background

- Established in 2021, the First Nations Financial Capacity Development Initiative, now known as "governWISE Alliance" is a division of Nokiiwin Tribal Council located in Thunder Bay, Ontario.
- Our workshops, webinars and resources are FREE and open to anyone across Canada.
- Our back-office program is regionally funded by Indigenous Services Canada, Ontario Region and only offered in that province at this time.
- Our goal is to provide First Nations with support to strengthen governance, build internal capacity and take control of their financial management and accountability systems.
- We are a team of 8, strategically placed across the Province of Ontario to support and serve the Nations engaged in our services.



10 Core Functions

1. Leadership
2. Membership
3. Planning & Risk Management
4. Community Involvement
5. Law Making
6. Financial Management
7. Human Resource Management
8. Information Management & IT
9. External Relations
10. Basic Administration

First Nation governance includes these 10 core functions, the foundation upon which all other functions are built.

governWISE is currently engaged with over 65 Ontario First Nations in the areas of governance, finance, and human resources, with many more accessing our free webinars and resources.



Free Events & Webinars

governWISE Alliance delivers FREE, quick-hit webinars throughout the year. Training topics range from Finance, Finance software, Basic business communications and basic excel and MS office, financial literacy, conflict resolution and more!

Upcoming Free Events

- Band Administration Fundamentals, Oct 22 – 24 2024, Winnipeg
- The Journey Away from Lateral Violence – Winter, 2025, Thunder Bay
(travel, hotel not included)

Upcoming Free Webinars

- Trauma Informed Workplace – Oct 31st
- Roadmap to mental harm prevention – Nov 13th
- Harnessing your Joint Health & Safety Committees' greatness – Nov 21st



Foundations of First Nations Band Administration Workshop

Winnipeg, Manitoba

Tuesday, October 22nd – Thursday, October 24 2024

DAY 1

October 22, 2024
8:00am – 4:00pm

DAY 2

October 23, 2024
8:00am – 3:30pm

DAY 3

October 24, 2024
8:30am – 2:00pm

Breakfast and Lunch will be provided

ACCOMODATIONS

Book by: September 21, 2024

Booking Code:

Reference Number 692009

Call 204- 667-5560 to book

Room rates start at: \$169.00 plus tax & fees

Limited number of rooms available!

Canad Inns Destination Centre Club
Regent Casino Hotel
Winnipeg, Manitoba

Participants responsible for travel
and accommodations costs



Foundations of First Nations Band Administration Workshop

Day 1 Agenda

Registration & Breakfast 8:00 AM - 9:00 AM

Session 1

Understanding Ourselves as Employees - Shape & Colour Assessment

Dana Brigeman Cross - governWISE

Understanding our co-workers and recognizing our own identities as employees and teammates is essential to making an organization thrive! When we dive into each other's strengths and quirks, we create a workplace where collaboration feels effortless, communication flows seamlessly, and creativity can bloom.

Session 2

Building Success - Effective Recruitment, On-Boarding and Retention Strategies

Dana Bridgeman Cross - governWISE

Explore the core principles of effective recruitment, onboarding, and retention specifically designed for First Nation talent management. This session will delve into strategies that streamline the hiring process, ensuring new employees are seamlessly integrated and valued from day one, and will include checklists and tools to help ensure long-term success!

Lunch 12:00 PM - 1:00 PM

Session 3

SESSION TBA

Session 4

Elevating IT Beyond Troubleshooting - Strategic Approaches to IT Management

Abdul Sattar Raja - Nokiwin Tribal Council

In today's rapidly evolving digital landscape, IT is much more than just fixing computers and troubleshooting software. This session is tailored for senior leadership to explore how IT can be leveraged as a strategic asset within their organizations. Join us to discover how aligning IT with your business objectives can enhance efficiency, security, and organizational growth.

Day 2 Agenda

Registration & Breakfast 8:00 AM - 9:00 AM

Session 1

Chief & Council Orientation Best Practices

Priscilla Graham - Animbiigoo Zaagi'igan Anishinaabek

The presentation is designed to prepare new leadership and improve onboarding for existing leaders. It covers topics such as, understanding the governance framework and its significance, getting familiar with organizational structures and available tools and clarifying specific duties of Chief & Council Members. The goal is to ensure new leaders are well-prepared and to establish best practices for effective onboarding.

Session 2

Not For Profit Board Governance - Achieving Your Mission Through Good Governance Practices

Allan Munroe - AFOA Manitoba

This presentation will look at Governance Basics & Board Member's Duties, Board Composition, Board Operations, and The Executive Director and Oversight.

Lunch 12:30 PM - 1:30 PM

Session 3

The Journey Away from Lateral Violence

Audrey Gilbeau - Nokiwin Tribal Council

This discussion will focus on best practices and policies to create and maintain a respectful workplace environment, emphasizing the philosophy that healthy workplaces lead to safer families and stronger communities. While Bill C-65 legislation is important, it does not address improving workplace culture or repairing relationships after complaints and investigations.

Day 3 Agenda

Registration & Breakfast 8:30 AM - 9:30 AM

Session 1

Asset Management

Jennifer Shaw - governWISE

This session covers the importance of capital assets for First Nations, including their role in health, safety, economic development, and quality of life. Key topics include, understanding capital assets, assessing, planning, and budgeting for maintenance, PSAB requirements and audit impacts of non-compliance.

Session 2

Financial Foundation for First Nations - Reporting, Planning & Delegation

Lauren Williams - governWISE

First Nation finance is essential for economic self-sufficiency, sustainable development, and effective governance. This session will highlight the importance of finance for First Nations, covering strategic and operational budgeting, financial management, delegation, and reporting structures. Whether you're a Band Manager, Program Manager, or part of the finance team, you'll find valuable insights and takeaways.

Session 2

Lunch 11:45 AM - 12:30 PM

Session 3

Building Resilient Communities - Navigating Emergency Management and Funding Opportunities

Jamie Scrimger - Nokiwin Tribal Council

This presentation outlines the key aspects of emergency management, including prevention, response, and recovery. It explains how to apply for funding through Indigenous Services Canada's Emergency Management Assistance Program and what types of projects qualify. Attendees will learn how to use this program to improve their community's preparedness and resilience.



Website & Free Resources



Finance



Governance



ISC



IT



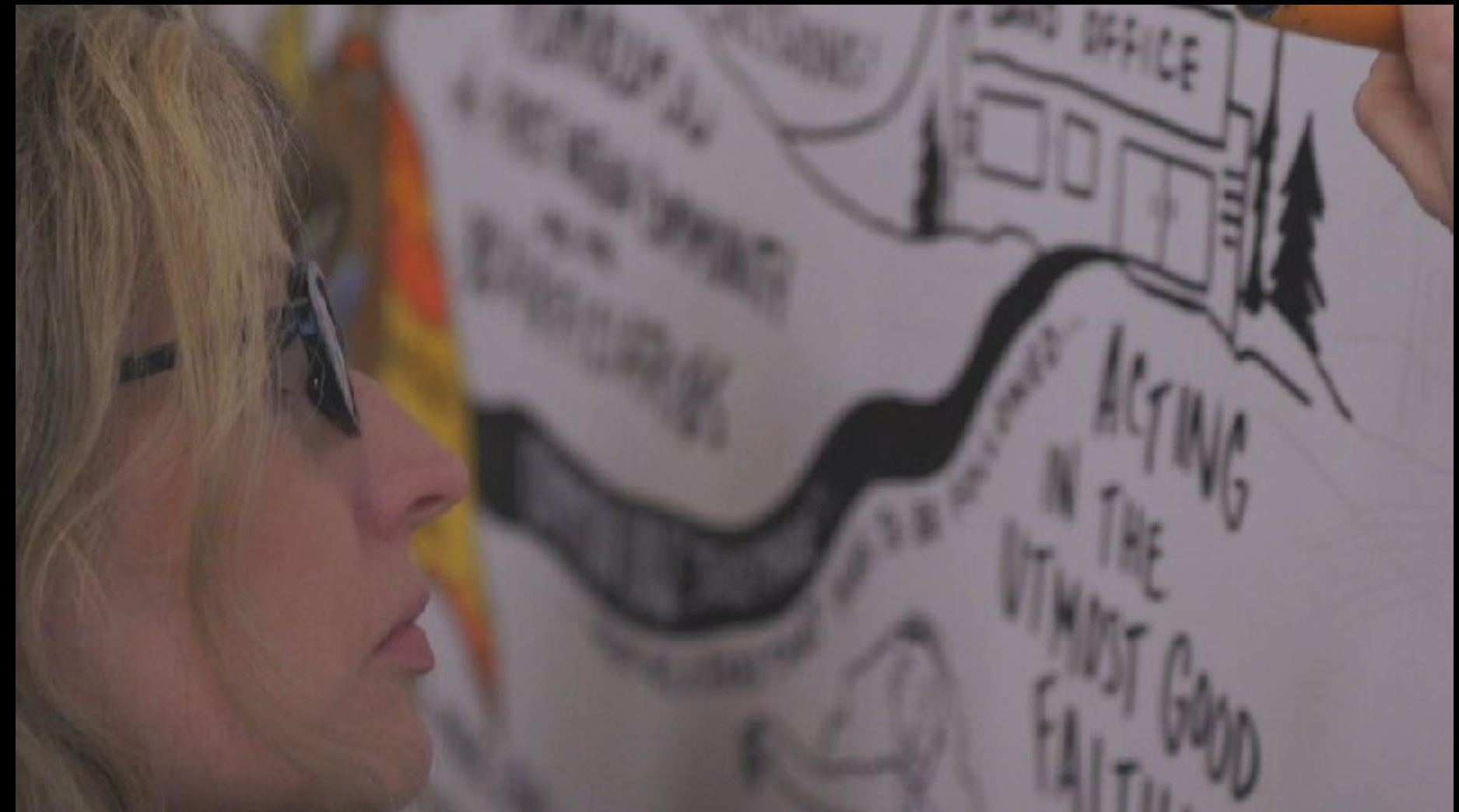
HR

- Our free resource library continues to grow weekly.
- These sections have a wide selection of training materials and videos, tools, templates, policy examples and recordings from past workshops.
- If you don't see what you are looking for, don't hesitate to ask.



Support Services – Ontario

-  **Finance Support**
-  **Human Resources Support**
-  **Governance Support**
-  **Information Technology Support**





Customized Workshops

Customized Training is available for delivery onsite in your community or at an alternate location of your choice, as requested.

(An excellent way to utilize P&ID training dollars prior to year end)

- Workplan Development
- Building a Budget
- Microsoft Excel (participants must have their own laptops)
- Lateral Violence
- Human Resources topics
- Governance topics
- Youth workshops: employment readiness and financial literacy

Video recordings of these sessions are available, by request.

ISC Reporting Best Practices

Presented to:
AFOA Manitoba
October 9, 2024



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Best Practices for ISC Reporting



Government
of Canada

Gouvernement
du Canada

PROTECTED A (When Completed)

DCI 4548549 (2020-2021)

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Print

View Instructions

Clear Data

ACTIVITIES AND EXPENDITURES REPORT

Note ► This template is for use by the following departments: Crown-Indigenous Relations and Northern Affairs Canada (CIRNAC) and Indigenous Services Canada (ISC).

Privacy Statement

This statement explains the purposes for the collection and use of personal information. Only information needed to respond to program/reporting requirements will be requested. Collection and use of personal information are in accordance with the *Privacy Act* (<https://laws-lois.justice.gc.ca/eng/acts/P-21/index.html>). In some cases, information may be disclosed without your consent pursuant to subsection 8(2) of the *Privacy Act*. We will use your personal information in order to respond to your request(s) and/or program requirements. The collection and use of your personal information provided to Crown-Indigenous Relations and Northern Affairs Canada/Indigenous Services Canada for selected program/funding reporting and administration purposes are authorized by program specific legislation and required for your participation. The information collected is described by program specific Personal Information Banks (PIB) detailed at Info Source (<https://www.aadnc-aandc.gc.ca/eng/1353081939455/1353082011520>). For further details about applicable legislative authority, PIB description and/or to notify us about incorrect information or to withdraw participation after submitting your information, contact the departmental Public Enquiries Contact Centre at 1-800-567-9604. If you require clarification about this statement, contact our Privacy Coordinator at 819-997-8277. For more information on privacy issues and the *Privacy Act* in general, you may consult the Privacy Commissioner at 1-800-282-1376.

Identification

Recipient Name

Recipient Number



Best Practices for ISC Reporting

First Nation Funding from ISC comes with the requirement of annual reporting on expenditures. This is the only way that ISC determines if the money has been spent and demonstrates the need for more in the next fiscal year(s).

In 2020, with the onset of COVID-19, ISC released all funding to First Nations and removed any pending halts due to non-reporting.

In late 2022, with the pandemic situation stabilizing, offices re-opening and staff returning to work, ISC advised the halts would be re-instated and many First Nations could be in jeopardy of having some their funding halted.



Best Practices for ISC Reporting

governWISE Alliance developed a simple yet effective approach to completing ISC reports in a timely fashion to avoid potential delays.

Many ISC reports also require a significant amount of non-financial data and narrative. A collaborative approach with your Finance and Program staff and Managers is needed to complete these reports.



Best Practices for ISC Reporting

Reports allow the staff to tell their story.

Submitting accurate, comprehensive reports are the only way to illustrate to funders that funding levels are insufficient to meet community needs.

If reports that are tied to funding drivers (i.e. membership, capital assets, school aged children, etc.) are not submitted, funding will not be optimized.



Best Practices for ISC Reporting

The most common challenges identifies in ISC Reporting

- **I didn't know I had to do it**
- **I don't have time to do it**
- **I can't get the template**
- **I can't get the information I need (or trust)**



Simplified Reporting Model

- 1. Identify Responsible Individual**
- 2. Identify the Program, the DCI, and Report Due Dates**
- 3. Schedule Report Due Date (electronic calendar)**
- 4. Download DCI and Save a Draft Copy**
- 5. Review Instructions**
- 6. Design a Departmental Report**
- 7. Update your Draft DCI Quarterly**
- 8. Complete Draft DCI**



Step 1:

Identify Responsible Individuals

It is imperative to identify who will be responsible for completing a report.

It's equally important that they know they are responsible for completing the reporting:

- Include the reporting responsibility in the job description**
- Include the reporting tasks and due dates in their annual work plan**
- Include the reporting performance in the annual performance review**



Step 2: Identify the Program, DCI, and Reporting Dates

Funding Approval Letter

Enhanced Housing Allocation Project # ABCDE	90% Immediate Funding Release	10% Holdback for Project Final Reporting	Total Amount
Q3AA - Construction	\$0.00	\$0.00	\$0.00
Q3AD - Capacity Development (set aside)	\$0.00	\$0.00	\$0.00
Q38L - Planning Design and Construction	\$6,537.00	\$726.00	\$7,263.00
Total			\$7,263.00

Please Note: At least 10% of the total Enhanced Housing funding should be spent on Capacity (and) Development housing activities.

The reporting requirements for this funding is:

- **DCI 460671**, Capital Projects Progress Report – Enhanced Housing Activity Report due on or before December 31, 20XX.
- **DCI 460671**, Capital Projects Final Report – Enhanced Housing Activity Report due on or before April 30, 20XX.



Step 2: Identify the Program, DCI, and Reporting Dates

Funding Agreement

Data Collection Instrument (DCI) #

Due dates

WATER & WASTEWATER	
41701 - (41701) - Community Infrastructure and Housing Annual Report <i>* Consolidated Report - Applicable only once (See note 1 below)</i>	2022/10/15
Submission #1 460671 - (460671) - Capital Projects Report <i>* Consolidated Report - Applicable only once (See note 1 below)</i>	2023/06/29
Core Capital Allocation	



Step 3: Schedule Report Due Date

The screenshot shows the Microsoft Teams meeting scheduling interface. At the top, it says 'Event Scheduling Assistant'. Below that are various settings: 'Response options', 'Busy', '1 week before', 'Categorize', 'Private', and 'Zoom'. A green 'Send' button is visible. The meeting title is 'Water & WW DCI REPORTING'. The attendees listed are 'M manager', 'A assistant', and 'F finance'. The 'Suggested times' section shows 'No suggested times Adjust duration and timing'. The date and time are set to '11/30/2022' at '8:00 AM'. There are options for 'All day', 'Time zones', and 'Don't repeat'. A search bar for 'Search for a room or location' is present, along with a 'Teams meeting' toggle. A reminder is set to '1 week before'. The description of the meeting is 'Draft report and share with team. Request internal departmental report from finance.' At the bottom, there is a feedback question: 'Are the auto-complete suggestions above helpful?' with 'Yes' and 'No' options.







Create a reminder in your calendar. Set the reminder in advance of report date and invite relevant collaborators



Step 4: Download DCI Template

Program Reporting Forms – Data Collection Instruments (DCIs) 2022-2023

Filter items Showing 1 to 10 of 113 entries | Show entries

DCI Number  	DCI title  	Subject Area  
10067812	Reserve Lands and Environment Management Program (RLEMP) - Activity Report <ul style="list-style-type: none">• PDF fillable/saveable, (165 KB, 3 pages)• PDF print only, (210 KB, 3 pages)• PDF instructions, (31 KB, 4 pages)	Lands and Economic Development
10832609	First Nations Child and Family Services Prevention Report - Data Field List <ul style="list-style-type: none">• PDF instructions, (160 KB, 5 pages)	Social Programs
10868729	Urban Programming for Indigenous Peoples Report <ul style="list-style-type: none">• PDF fillable/saveable, (498 KB, 1 page)• PDF instructions, (265 KB, 22 pages)	Social Programs
1208367	First Nations Child and Family Services Annual Final Report <ul style="list-style-type: none">• PDF fillable/saveable, (214 KB, 2 pages)• PDF print only, (162 KB, 2 pages)• PDF instructions, (104 KB, 4 pages)	Social Programs
1323248	Basic Organizational Capacity Program Annual Report <ul style="list-style-type: none">• PDF print only, (65 KB, 1 page)• PDF instructions, (143 KB, 3 pages)	Indigenous and External Relations
33315098	New Fiscal Relationship - Grant Results Report <ul style="list-style-type: none">• PDF fillable/saveable, (288 KB, 3 pages)• PDF print only, (187 KB, 3 pages)• PDF instructions, (150 KB, 6 pages)	New Fiscal Relationship
3842730	Funding for Negotiations and Implementing Bodies Under Special Claims <ul style="list-style-type: none">• PDF fillable/saveable, (203 KB, 3 pages)	Acts, Agreements, Treaties



Step 4: Download DCI Template

The screenshot shows the website interface for downloading DCI forms. At the top, there is a navigation bar with the 'governWISE ALLIANCE' logo on the left and menu items: Home, Webinars / Events, Finance Support, Governance, and Resource Bank. Social media icons for Facebook, Instagram, and a search icon are in the top right. Below the navigation bar is a large orange banner with the text '2022-2023' and a circular logo of a flame. Underneath the banner is a breadcrumb trail: Home / Resource Bank / ISC / ISC Reporting Documents / 2022-2023. The main content area is dark grey and contains a section titled 'How to Download a DCI form:' with a list of four steps: 1. Open the DCI form you need. 2. Download the DCI form to your drive and save it to a file you will know where to find (Example: DCI Forms 2022-2023). 3. Locate the form you saved and right click the file and open with Adobe Acrobat DC. 4. You will now be able to fill the form out properly and save it to your files. To the right of this section is a 'In this section' sidebar with a list of categories: Finance, Governance, ISC, IT, and Human Resources. On the left side of the main content area, there is a vertical list of folder icons representing various service categories: Child & Family Services, CIRNAC – Governance, Institutions of Government, CIRNAC- Resolution, CIRNAC- Treaties & Aboriginal Government, Community Infrastructure, Economic Development, and Education.

Visit
www.governWISE.ca
and save a draft






Step 4: Download DCI Template

Download a DCI, and save it as:


- A “Template”
- Then a “working copy”

When it's complete and sent it uphill for review, save that copy as “Final”

<input type="checkbox"/>	Name
	DCI 98765 - 2023 - FINAL
	DCI 98765 - 2023 - Template
	DCI 98765 - 2023 - working copy



Step 5: Review Instructions & Fill in Preliminary Data

 Government of Canada / Gouvernement du Canada

PROTECTED A (When Completed)
DCI 4548549 (2020-2021)
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[Print](#) [View Instructions](#) [Clear Data](#)

ACTIVITIES AND EXPENDITURES REPORT

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Identification

Recipient Name	Recipient Number



Step 5: Review Instructions & Fill in Preliminary Data

ACTIVITIES AND EXPENDITURES REPORT

DCI Number/Fiscal Year:
4548549 (2021-2022)

[View Instructions](#)

Purpose:

The information collected in this report may be used to demonstrate that funds have been used in a manner that is consistent with program objectives, to verify that the type of expense or amount is eligible to be covered by program funds, to calculate funding that is provided to the recipient, to calculate program performance indicators, to evaluate whether the program is achieving long-term results and to facilitate departmental processing.

Reporting Period:

For the current fiscal year starting April 1st or upon commencement of the activities for which the recipient has received funding, whichever is later, and ending March 31st or upon completion of the activities, whichever is earlier. The reporting period may be covered by one or more reports according to the number of submissions specified in the recipient's funding agreement.

Due Date:

As specified in the recipient's funding agreement

Report Submission Requirements:

Aboriginal Financial Officers Association of Canada: The recipient may be required to submit up to 4 reports per fiscal year, each of which is to include an Activity Report and an Expenditure Report.

Assisted Living: The recipient may be required to submit up to 12 reports per fiscal year, each of which is to include an Activity Report only, except the final report. The final report is to include an Activity Report and an Expenditure Report.

Band Support Funding for Third Party Manager Services: The recipient may be required to submit 1 report per fiscal year, which is to include an Activity Report and an Expenditure Report.

British Columbia Capacity Initiative: The recipient may be required to submit up to 2 reports per fiscal year, each of which is to include an Activity Report only, except the final report. The final report is to include an Activity Report and an Expenditure Report.

Capital Facilities and Maintenance Program: The recipient may be required to submit up to 6 reports per fiscal year, each of which is to include an Activity Report and an Expenditure Report.

Consultation and Policy Development: The recipient may be required to submit any number of reports per fiscal year, depending on the project, each of which is to contain an Activity Report and an Expenditure Report.



Step 6: Design a Departmental Report

Work with Finance Department to develop a departmental variance report that captures each of the items identified in the DCI.

Use only the official, approved financial report that your Finance department provides you with.

- **Not your secret records that don't agree to finance records**
- **Not the Finance records and some other things you think should be included**
- **If your report doesn't agree to the audit, revisions and resubmission will be required and funding may be lost or delayed**



Step 6: Design a Departmental Report

PROGRESSIVE FIRST NATION		
Solid Waste Removal		
BUDGET PLANNER		
Unaudited		
		YEARLY BUDGET
	Revenue:	
40000-01-0607	ISC Funding- Solid Waste Study	75,000.00
49900-01-0607	Deferred Revenue, Beginning of Year	0.00
	Total revenue	75,000.00
	Expenses:	
54000-01-0607	Consulting Fees- Solid Waste Study	45,000.00
54500-01-0607	Meeting Expenses - Solid Waste Study	500.00
54700-01-0607	Overhead Charges - Solid Waste	4,500.00
60615-01-0607	Expenses - Solid Waste	25,000.00
	Total expenses	75,000.00
	Surplus (deficit) for the period	0.00



Step 7: Update DCI Draft Quarterly





Step 7: Update DCI Draft Quarterly

PROGRESSIVE FIRST NATION Solid Waste Removal DEPARTMENTAL VARIANCE REPORT 12 Periods Ended 03/31/2023 Unaudited				Government of Canada / Gouvernement du Canada		PROTECTED A (When Completed) DCI 4548549 (2022-2023) Page 3 of 3	
				Expenditure Report			
				Reporting Period From (YYYYMMDD) 2022-04-01 To (YYYYMMDD) 2023-03-31			
				Budget Item Budget Amount Expenditure Amount Variance			
Revenue:							
ISC Funding- Solid Waste Study	75,000.00	75,000.00	100%				
Deferred Revenue, Beginning of Year	0.00	0.00	0%				
Total revenue	75,000.00	75,000.00	100%				
Expenses:							
Consulting Fees- Solid Waste Study	43,250.00	45,000.00	96%				
Meeting Expenses - Solid Waste Study	1,600.00	500.00	320%				
Overhead Charges - Solid Waste	5,150.00	4,500.00	114%				
Expenses - Solid Waste	25,000.00	25,000.00	100%				
Total expenses	75,000.00	75,000.00	100%				
Surplus (deficit) for the period				0.00	0.00	N/A	
				Expenditure Report Detail			
				Reporting Period From (YYYYMMDD) 2022-04-01 To (YYYYMMDD) 2023-03-31			
				Budget Item Budget Amount Expenditure Amount Variance			
[-] Consulting fees				\$45,000.00	\$43,250.00	\$1,750.00	
[-] Meeting Expenses				\$500.00	\$1,600.00	\$-1,100.00	
[-] Overhead				\$4,500.00	\$5,150.00	\$-650.00	
[-] Program Expense				\$25,000.00	\$25,000.00	\$0.00	
[+] Add a Budget Item							
Total				\$75,000.00	\$75,000.00	\$0.00	



Step 8: Complete Draft DCI

Forward to Finance and Senior Admin staff for review and submission.





Best Practices for ISC Reporting

All completed reports should be submitted via email to:
reportsontario@sac-isc.gc.ca and include the following in the body of your email:

- First Nation Recipient Number
- Name, Year and DCI number (ex. DCI 460674 FNIIP 2022-23)
- Due Date of report

Copy your FSO and SFSO, Program officer or contact at the department along with your internal manager to ensure it reaches all applicable parties.

NIHB Reports should be submitted to the following: NIHBReportsOntario-RapportsdesSSNAOntario@sac-isc.gc.ca

NEW!!



Best Practices for ISC Reporting

Example of Recipient NORR Report

Indigenous Services Canada / Services aux Autochtones Canada
Grants and Contributions Information Management System
Unclassified

Recipient Notification of Reporting Requirements Report

As Of 2023/01/30

Selected Criteria	
Fiscal Year: All	Region: ONTARIO
Recipient: 0000 - PROGRESSIVE FIRST NATION	Responsible Officer: All
Include Information: No	Include Recipient Address: No
Include Accepted: No	Sorted by: Recipient #, PSA, Report Requirement Code
Show only Overdue and Due Soon Reports: No	Page Break After Recipient: Yes
Exclude Recipients with No Arrangements in active FY: Yes	

Disclaimer
1. The following report excludes all arrangements with a status of Initiated/Draft.

PROGRESSIVE FIRST NATION (0000)

Reporting Requirement	Fiscal Year	Region	Due Date	Report Status	# Days
Child and Family Services					
4548549 - (4548549) - Activities and Expenditures Report - First Nations Child and Family Services - Annual #1	2021-2022	ON	2022/04/30	Deemed Unobtainable (Report is due)	(171)
4548549 - (4548549) - Activities and Expenditures Report - First Nations Child and Family Services - Annual #1	2019-2020	ON	2020/04/30	Under Review (Dept/Agency) (Report is under initial review)	(901)
4548549 - (4548549) - Activities and Expenditures Report - First Nations Child and Family Services - Annual #1	2022-2023	ON	2023/04/30	Due (in more than 30 days). (Report is due)	194
4548549 - (4548549) - Activities and Expenditures Report - First Nations Child and Family Services - Annual #1	2018-2019	ON	2019/04/30	Under Review (Dept/Agency) (Report is under initial review)	(1,207)
4548549 - (4548549) - Activities and Expenditures Report - First Nations Child and Family Services - Annual #1	2020-2021	ON	2021/04/30	Under Review (Dept/Agency) (Report is under initial review)	(536)
50944276 - (50944276) - Community Well-Being and Jurisdiction Initiatives Reporting Tool - Annual #1	2021-2022	ON	2022/04/30	Deemed Unobtainable (Report is due)	(171)
50944276 - (50944276) - Community Well-Being and Jurisdiction Initiatives Reporting Tool - Submission #1	2020-2021	ON	2021/04/30	Deemed Unobtainable (Report is due)	(536)
Total for Child and Family Services:				7	
CIRNAC - Treaties and Aboriginal Government					
4548549 - (4548549) - Activities and Expenditures Report - Negotiation Support Directorate (NSD) - Progress Report for the period of April 1, 2021 to March 31, 2022	2021-2022	ON	2022/05/15	Deemed Unobtainable (Report is due)	(156)
4548549 - (4548549) - Activities and Expenditures Report - Negotiation Support Directorate (NSD) - Final Report-Recognition of Indigenous Rights & Self Determination- for the period April 1, 2018 to March 31, 2019.	2018-2019	ON	2019/05/15	Under Review (Dept/Agency) (Report is received)	(1,252)
Total for CIRNAC - Treaties and Aboriginal Government:				2	
Community Infrastructure					
41701 - (41701) - Community Infrastructure and Housing Annual Report - Submission #1	2020-2021	ON	2020/10/15	Deemed Unobtainable (Report is due)	(733)
41701 - (41701) - Community Infrastructure and Housing Annual Report - Submission #1	2022-2023	ON	2022/10/15	Overdue (Report is due)	(3)
41701 - (41701) - Community Infrastructure and Housing Annual Report - Submission #1	2021-2022	ON	2021/10/15	Deemed Unobtainable (Report is due)	(368)



Best Practices for ISC Reporting

Reconcile your list of reports (upcoming and submitted) to your monthly statement (your NORR):

- 1) Review it promptly when received**
- 2) Communicate concerns or irregularities with FSO**
- 3) Update your list of reports and due dates with every amendment (and inform relevant staff)**
- 4) Document each of your above actions**



Best Practices for ISC Reporting

Tips for GCIMS Users

Did you know that you can download and create your own yearly Reporting Schedule through the GCIMS System?

You can generate a list of all reporting requirements related to your funding agreement at any time!



Best Practices for ISC Reporting

Tips for GCIMS Users

Selected Criteria	
Fiscal Year: All	Region: ONTARIO
Recipient: 0000- PROGRESSIVE FIRST NATION	Responsible Officer: All
Include Information: No	Include Recipient Address: No
Include Accepted: No	Sorted by: Recipient #, PSA, Report Requirement Code
Show only Overdue and Due Soon Reports: No	Page Break After Recipient: Yes
Exclude Recipients with No Arrangements in active FY: Yes	

Importing the PDF into EXCEL will make this information a valuable internal tool that can be used for reporting and planning



Best Practices for ISC Reporting

2022-23 ISC REPORTING CALENDAR

PROGRESSIVE FIRST NATION (0000)

Program	Reporting Requirement	Fiscal Year	Regio	Due Date	Report Status
Child and Family Services	4548549 - (4548549) - Activities and Expenditures Report - First Nations Child and Family Services - Annual #1	2022-2023	ON	2023-04-30	Due (in more than 30 days). (Report is due)
Community Infrastructure	41701 - (41701) - Community Infrastructure and Housing Annual Report - Submission #1	2022-2023	ON	2022-10-15	Overdue (Report is due)
Community Infrastructure	460671 - (460671) - Capital Projects Report - Core Capital Allocation	2022-2023	ON	2023-06-29	Due (in more than 30 days). (Report is due)
Community Infrastructure	460674 - (460674) - First Nations Infrastructure Investment Plan - Annual Report - Annual #1	2022-2023	ON	2022-09-30	Under Review (Dept/Agency) (Report is received)
Economic Development	471935 - (471935) - Lands and Economic Development Services Program (LEDSP) Planned Activities and Report - Submission #1	2022-2023	ON	2023-01-31	Due (in more than 30 days). (Report is due)
Financial or Intervention	No DCI - (F-0080) - Annual Audited Financial Statement - Annual Audited Financial Statement	2022-2023	ON	2023-07-29	Due (in more than 30 days). (Report is due)
Health Promotion & Disease Prevention	HC-P012 - (HC-P012) - Children's Oral Health Initiative (COHI) and Oral Health Professional Form Submission - Submission #2	2022-2023	ON	2023-04-15	Due (in more than 30 days). (Report is due)
Health Promotion & Disease Prevention	HC-P012 - (HC-P012) - Children's Oral Health Initiative (COHI) and Oral Health Professional Form Submission - Submission #1	2022-2023	ON	2022-09-15	Overdue (Report is due)
Indian Govt Support	41784 - (41784) - Employee Benefits Report - Annual Report	2022-2023	ON	2023-04-30	Due (in more than 30 days). (Report is due)
Other Program Reporting	4548549 - (4548549) - Activities and Expenditures Report - Indigenous Community Support Fund - Indigenous Community Support Fund Phase 5	2022-2023	ON	2023-07-29	Due (in more than 30 days). (Report is due)
Social Development	4548549 - (4548549) - Activities and Expenditures Report - Assisted Living - In-Homecare Service Delivery Funding	2022-2023	ON	2023-07-29	Due (in more than 30 days). (Report is due)
Social Development	455897A - (455897A) - Income Assistance Report - Employment Experience Final Report	2022-2023	ON	2023-05-31	Due (in more than 30 days). (Report is due)
Social Development	455955 - (455955) - Family Violence Shelter and Prevention Project Annual Report - Family Violence Shelter and Prevention Project Annual Report	2022-2023	ON	2023-05-31	Due (in more than 30 days). (Report is due)
Supplementary Health Benefits	HC-P032 - (HC-P032) - NIHB Medical Transportation Benefits Program Activity Report - Final Report / Rapport final	2022-2023	ON	2023-07-29	Due (in more than 30 days). (Report is due)
Supplementary Health Benefits	HC-P032 - (HC-P032) - NIHB Medical Transportation Benefits Program Activity Report - 1st Progress Report / 1re rapport de progrès	2022-2023	ON	2022-10-15	Overdue (Report is due)
Supplementary Health Benefits	HC-P111-3 - (HC-P111-3) - Jordan's Principle - Service Delivery, Annual Report - Annual Report	2022-2023	ON	2023-07-29	Due (in more than 30 days). (Report is due)



Best Practices for ISC Reporting

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B7 PROGRESSIVE FIRST NATION (0000)

PROGRESSIVE FIRST NATION (0000)

Program	Reporting Requirement	Fiscal Year	Region	Due Date	Report Status	# Days
Child and Family Services	4548549 - (4548549) - Activities and Expenditures Report - Annual #1		ON	2022-04-30	Deemed Unobtainable (Report is due)	(158)
Child and Family Services	4548549 - (4548549) - Activities and Expenditures Report - Annual #1		ON	2020-04-30	Under Review (Dept/Agency)* (Report is under initial review)	(888)
Child and Family Services	4548549 - (4548549) - Activities and Expenditures Report - Annual #1		ON	2019-04-30	Under Review (Dept/Agency)* (Report is under initial review)	-1,254
Child and Family Services	4548549 - (4548549) - Activities and Expenditures Report - Annual #1		ON	2021-04-30	Under Review (Dept/Agency)* (Report is under initial review)	(523)
Child and Family Services	50944276 - (50944276) - Community Well-Being and... - Annual #1		ON	2022-04-30	Deemed Unobtainable (Report is due)	(158)
Child and Family Services	50944276 - (50944276) - Community Well-Being and... - Submission #1		ON	2021-04-30	Deemed Unobtainable (Report is due)	(523)
CIRNAC - Treaties and Aboriginal Government	4548549 - (4548549) - Activities and Expenditures Report - Directorate (NSD) - Progress Report for the period of A...		ON	2022-05-15	Deemed Unobtainable (Report is due)	(143)
CIRNAC - Treaties and Aboriginal Government	4548549 - (4548549) - Activities and Expenditures Report - Directorate (NSD) - Final Report-Recognition of Indige for the period April 1, 2018 to March 31, 2019.		ON	2019-05-15	Under Review (Dept/Agency)* (Report is received)	-1,239
Community Infrastructure	41701 - (41701) - Community Infrastructure and Housi...		ON	2020-10-15	Deemed Unobtainable (Report is due)	(720)
Community Infrastructure	41701 - (41701) - Community Infrastructure and Housi...		ON	2022-10-15	Due soon (in 30 days and less) (Report is due)	10
Community Infrastructure	41701 - (41701) - Community Infrastructure and Housi...		ON	2021-10-15	Deemed Unobtainable (Report is due)	(355)
Community Infrastructure	4548549 - (4548549) - Activities and Expenditures Report - Assistance Program - FireSmart Proposal - Wildland I Prevention		ON	2021-04-30	Deemed Unobtainable (Report is due)	(523)
Community Infrastructure	4548549 - (4548549) - Activities and Expenditures Report - Assistance Program - Indigenous Community Support Fund 2020-2021 (COVID-19)		ON	2021-06-30	Deemed Unobtainable (Report is due)	(462)
Community Infrastructure	4548549 - (4548549) - Activities and Expenditures Report - Capital Facilities and Maintenance Program Special Initiatives Report - Completion Report - Safe Return to Schools - COVID-19	2020-2021	ON	2021-03-31	Deemed Unobtainable (Report is due)	(553)
Community Infrastructure	4548549 - (4548549) - Activities and Expenditures Report - Capital Facilities and Maintenance Program Special Initiatives Report - Water & Wastewater O&M Final Report	2020-2021	ON	2021-05-15	Deemed Unobtainable (Report is due)	(508)

Table 1 (2) Sheet1

Ready Accessibility: Investigate



Best Practices for ISC Reporting

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Access can be granted to any number of staff members and must be approved by the FN Administrator.

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Questions & Discussions



Join the mailing list

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