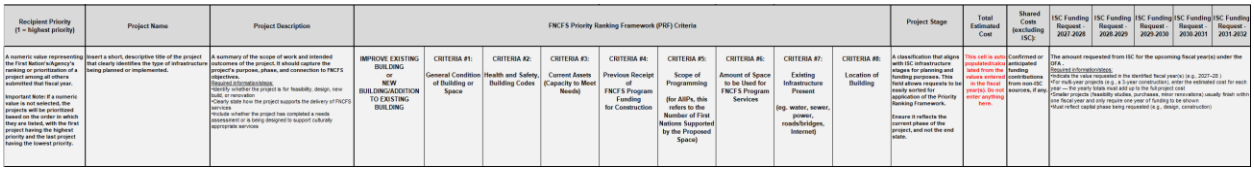
Step-by-Step Guide to Completing Capital Projects Priority List of the FNIIP/AIIP



Recipient Priority (1 = highest priority)	Project Name	Project Description	FNCFS Priority Ranking Framework (PRF) Criteria									Project Stage	Total Estimated Cost	Shared Costs (excluding ISC):	ISC Funding Request - 2027-2028	ISC Funding Request - 2028-2029	ISC Funding Request - 2029-2030	ISC Funding Request - 2030-2031	ISC Funding Request - 2031-2032
A numeric value representing the First Nation's/Agency's ranking or prioritization of a project among all others submitted that fiscal year. Important Note: If a numeric value is not selected, the projects will be prioritized based on the order in which they are listed, with the first project having the highest priority and the last project having the lowest priority.	Insert a short, descriptive title of the project that clearly identifies the type of infrastructure being planned or implemented.	A summary of the scope of work and intended outcomes of the project. It should capture the project's purpose, phase, and connection to FNCFS objectives. Required information/steps: •Identify whether the project is for feasibility, design, new build, or renovation •Clearly state how the project supports the delivery of FNCFS services •Include whether the project has completed a needs assessment or is being designed to support culturally appropriate services	IMPROVE EXISTING BUILDING or NEW BUILDING/ADDITION TO EXISTING BUILDING	CRITERIA #1: General Condition of Building or Space	CRITERIA #2: Health and Safety, Building Codes	CRITERIA #3: Current Assets (Capacity to Meet Needs)	CRITERIA #4: Previous Receipt of FNCFS Program Funding for Construction	CRITERIA #5: Scope of Programming (for AIIPs, this refers to the Number of First Nations Supported by the Proposed Space)	CRITERIA #6: Amount of Space to be Used for FNCFS Program Services	CRITERIA #7: Existing Infrastructure Present (eg. water, sewer, power, roads/bridges, Internet)	CRITERIA #8: Location of Building	A classification that aligns with ISC infrastructure stages for planning and funding purposes. This field allows requests to be easily sorted for application of the Priority Ranking Framework. Ensure it reflects the current phase of the project, and not the end state.	This cell is auto-populated/calculated based on the values entered in the fiscal year(s). Do not enter anything here.	Confirmed or anticipated funding contributions from non-ISC sources, if any.	The amount requested from ISC for the upcoming fiscal year(s) under the DFA. Required information/steps: •Indicate the value requested in the identified fiscal year(s) (e.g., 2027-28.) •For multi-year projects (e.g., a 3-year construction), enter the estimated cost for each year — the yearly totals must add up to the full project cost •Smaller projects (feasibility studies, purchases, minor renovations) usually finish within one fiscal year and only require one year of funding to be shown •Must reflect capital phase being requested (e.g., design, construction)				

1. Recipient Priority

Description: A numeric value representing the First Nation's/Agency ranking or prioritization of a project among all others submitted that fiscal year. This helps ensure clarity on a First Nation's/Agency priority infrastructure needs.

Required information/steps:

- Use whole, unique numbers starting at 1 (1 = top priority)
- If submitting multiple FNCFS projects, rank them accordingly, in order of priority

Ensure that the priority is consistent with the Community Well-Being Plan

Example: 1

Important Note: If a numeric value is not selected, the projects will be prioritized based on the order in which they are listed, with the first project having the highest priority and the last project having the lowest priority.

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2. Project Name

Description: A short, descriptive title of the project that clearly identifies the type of infrastructure being planned or implemented.

Required information/steps:

- Use concise, specific wording
- Include the type of infrastructure and the stage of the project (e.g., feasibility, design, renovation, construction, and acquisition)

Example: Healing Lodge – Feasibility Study

Example: Regional Hub – Design & Construction

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3. Project Description

Description: A summary of the scope of work and intended outcomes of the project. It should capture the project's purpose, phase, and connection to FNCFS objectives.

Required information/steps:

- Identify whether the project is for feasibility, design, renovation, construction or acquisition.
- Clearly state how the project supports the delivery of FNCFS services.
- Include whether the project has completed a needs assessment or is being designed to support culturally appropriate services.

Example: The project involves a feasibility study to assess the need, cost, and functional space requirements for a new FNCFS care and administration facility to serve on-reserve children and families.

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4. FNCFS Priority Ranking Framework (PRF) Criteria Section

Description: This section has nine (9) drop-down menus with pre-populated answers to the questions required to rank your projects.

Required information/steps:

- Improve Existing Building or New Building or Addition to Existing Building
- General Condition of Building or Space
- Health and Safety, Building Codes
- Current Assets (capacity to meet needs)
- Previous Receipt of FNCFS Program Funding for Construction
- Scope of Programming
- Amount of Space to be Used for FNCFS Program Services
- Existing Infrastructure Present
- Location of Building

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5. Project Stage

Description: A classification that aligns with ISC infrastructure reporting stage for planning and funding purposes. This field allows requests to be easily sorted for application of the Priority Ranking Framework.

Required information/steps: For FNCFS projects, commonly used entries include:

- Feasibility
- Design
- Construction
- Renovation
- Acquisition

Ensure it reflects the current phase being requested of the project, and not the end state.

Example: Design phase

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6. Total Estimated Cost

Description: All-inclusive estimated cost of the entire project (including phases requiring future approval), including planning, design, construction, contingency, fit-up, and post-completion.

Required information/steps:

- This cell is auto-populated/calculated from the values entered in the fiscal year(s)
- Reflects latest available costing from a feasibility study or quantity surveyor
- Use whole-dollar Canadian amounts (no cents)

Example: $12,400,000

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7. Shared Costs (excluding ISC) – If project is a joint request

Description: Confirmed or anticipated funding contributions from non-ISC sources.

Required information/steps:

- Enter total contributions from the First Nation, Canada Mortgage and Housing Corporation (CMHC), other federal departments, provincial ministries, or philanthropic sources.
- Enter $0 if no other funding partners identified.

Example: $1,000,000

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8. ISC Funding Request – Fiscal Year

Description: The amount requested from ISC for the upcoming fiscal year(s) under the OFA.

Required information/steps:

- Indicate the value requested in the identified fiscal year(s) (e.g., 2027–28)
- For multi-year projects (e.g., a 3-year construction), enter the **estimated cost for each year** — the yearly totals must add up to the **full project cost**.
- Smaller projects (feasibility studies, purchases, minor renovations) usually **finish within one fiscal year**, so they may only need **one year of funding shown**.
- Must reflect capital phase being requested (e.g., design, construction)

Example: $3,200,000 – fiscal year 2027–28

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9. Funding Source(s) for Shared Costs

Description: Complete only if confirmed or anticipated funding contributions from non-ISC sources.

Required information/steps:

- Enter the source name(s) such as the First Nation, Canada Mortgage and Housing Corporation (CMHC), other federal departments, provincial ministries, or philanthropic sources and amounts if more than one source.

Example: CMHC ($100,000) and First Nation ($50,000)
