

This message is to inform you of the deadline for submission of Canadian Human Rights Tribunal (CHRT) claims on actuals for costs incurred in the 2024-25 fiscal year under the First Nations Child and Family Services (FNCFS) Program and provide updates for processes related to unexpended funds.

**Claim Submission Deadlines:**

The deadline for submission of claims to seek reimbursement of costs incurred in the 2024-25 fiscal year is **September 27, 2025**, for all categories of claims, as outlined in the table below.

Type of 2024-25 Expenditure	Submission Deadline
Operations—claims under 2018 CHRT 4 (paragraph 411)	<b>September 27, 2025</b>
Post-Majority Support Services—claims under 2022 CHRT 8	
Capital—claims under 2021 CHRT 41	
First Nation Representative Services (FNRS)—claims under 2018 CHRT 4 (paragraph 427)	

This deadline allows for the completion of annual financial reporting at the end of July prior to the claims deadline and aligns with Indigenous Service Canada’s flexible approach to ease the reporting burden of recipients funded through grants and contributions agreements. Please ensure that all remaining claims for the 2024-25 fiscal year are submitted as claims for reimbursement and are accompanied by the relevant supporting documentation to ensure processing and payment can take place as quickly as possible upon receipt.

It is important that all financial claims and reporting are submitted on a timely basis to ensure that financial forecasts and analyses are as accurate as possible. While the Department’s approach will continue to be flexible, our ability to accept extensions beyond the established deadlines will be limited. Regular reminders will be sent to ensure ongoing awareness of the deadline as it approaches.

**NEW - Unexpended Funds:**

The FNCFS Program is requesting the completion of an unexpended funding plan for recipients that currently have a balance of unspent contribution funds. These plans must reflect how the funds not spent by March 31, 2024, will be used up to March 31, 2026 for activities in accordance with the Program authorities for which the funds were granted. Recipients with an unexpended funding plan will be required to update that plan for any unexpended funds remaining on March 31, 2025. Unexpended funding plans should be received by the Department no later than July 30th.

Should you have any questions regarding the claims process or require assistance to submit a claim, please contact your ISC regional representative.