

**FIRST NATIONS CHILD AND FAMILY SERVICES PROGRAM  
INFORMATION BULLETIN  
FNCFS 2025-012-E**

**First Nation Representative Services in Ontario  
Off-reserve Funding for 2025-2026**

**September 26, 2025**

---

This bulletin provides guidance on accessing funding for off-reserve First Nation Representative services (FNRS) in Ontario, including information on the funding request process, key deadlines and eligibility requirements.

## **Background**

Under the Agreement Respecting Funding for First Nation Representative Services Off-Reserve in Ontario, signed by Canada, the Chiefs of Ontario (COO), and Nishnawbe Aski Nation (NAN), Canada will provide funding for FNRS to support First Nations children and families residing off-reserve until **March 31, 2027**.

COO, NAN, and Canada will jointly engage the Government of Ontario to explore long-term funding solutions for these services.

## **Advance claims process**

Indigenous Services Canada (ISC) is moving to an advance claims process for FNRS in Ontario. It will accept claims for reimbursement of past expenses only if those expenses were incurred on or before **November 15, 2025**. Any expenses incurred after that date cannot be submitted for reimbursement. Instead, such expenses must be claimed in advance and pre-approved by ISC before they are incurred.

## **Claim deadlines**

| <b>Expense Period</b>         | <b>Claim Type</b> | <b>Submission Deadline</b>                                                                                                                                                            |
|-------------------------------|-------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Apr. 1, 2025 – Nov.15, 2025   | Reimbursement     | Submit by <b>March 31, 2026</b>                                                                                                                                                       |
| Nov. 16, 2025 – Mar. 31, 2026 | Advance Claim     | Submit by <b>October 31, 2025</b>                                                                                                                                                     |
| Apr. 1, 2026 – Mar. 31, 2027  | Advance Claim     | Advance claims will be required. To avoid funding gaps, recipients are encouraged to submit their claims by December 31, 2025, prior to the April 1 start of the 2026-27 fiscal year. |

## **Claim Process**

1. Complete the **FNCFS Claim Form for FNRS Off-Reserve in Ontario** (attached), which outlines eligible activities.
2. Email your completed form to: [creancesdescht-chrtclaims@sac-isc](mailto:creancesdescht-chrtclaims@sac-isc)

ISC will assess fully completed claims within 21 calendar days. Incomplete forms will be returned to the recipient with instructions on what missing information is required to resubmit.

ISC may request additional documentation to support its assessment. ISC will not approve a claim in full or in part until it has received complete documentation on the claim.

If a request is denied or only partially approved, ISC will provide a rationale and instructions for appeal and/or suggest alternative funding sources.

Funding decisions will be communicated via written letter delivered through e-mail.

To request additional funding, **a recipient who has already received off-reserve FNRS funding** must:

- show that **at least 75% of previous off-reserve FNRS claims funding has been spent**, and;
- include a plan for how the **remaining 25% will be used**.

## **Eligibility and claims assessment**

Eligible activities include, but are not limited to:

- Acting as the main liaison, on behalf of families or communities, between First Nations, child and family services agencies, or the Government of Ontario, based on the child's best interests (as defined by the First Nation). This includes interventions that reduce risks and build protective factors, as well as activities that support the child's safety, and the child's connection to community and culture, family preservation, reunification, or permanency planning.
- Supporting discussions, planning, or coordinating and advocacy when a child and family have involvement with child and family services, including Indigenous dispute resolution approaches and court proceedings.
- Ensuring that the cultural needs of a child are being addressed, which includes participating in the development of a child and family's plan of care.
- Collaborating in service planning and delivery with other child and family service providers.
- Serving as a point of contact, responding to notices and fulfilling the responsibilities of a First Nation Representative as set out under federal and provincial legislation and as laid out in *An Act respecting First Nations, Inuit and Métis children, youth and families*.

**Note:** Administrative fees must be detailed as expenses rather than presented as a percentage. All costs must be itemized.

## **Exceptional costs**

Some costs that fall outside typical FNRS funding parameters may be considered on an exceptional basis if justified due to complex or unique needs. Such costs include:

- **Vehicles for First Nation Representatives off-reserve:** While transportation is an eligible cost under FNRS, vehicle purchase(s) must have ISC pre-approval and comply with ISC's policies and guidelines, including the [First Nations Child and Family Services and Jordan's Principle Capital Delivery Guide](#) and FNCFS vehicle purchase policies, available through the ISC contact e-mail listed below.
- **International travel:** International travel costs will only be considered with written pre-approval by ISC for specific travel requirements prior to costs being incurred.

Additional criteria specific to FNRS off-reserve are included in the claim form. Note that a previously approved claim does not guarantee approval for future requests.

**Assessment considerations include:**

- Whether the costs support the eligible activities;
- Whether the costs are **reasonable**, based on their necessity for delivering eligible services and whether the amounts are typical and justified given the service delivery context;
- Whether the request substantively duplicates existing funded services or services funded by Jordan's Principle or Choose Life.

**Reporting Requirements**

Funding provided through contribution agreements must follow standard financial management, accountability and reporting practices outlined in the contribution agreement. Recipients must complete and submit **DCI 4548549** to report on the use of FNRS off-reserve funding. Reporting deadlines are specified in the contribution agreement. ISC may delay funding where a recipient has outstanding reports.

**Contact**

For any questions or further clarification, please contact your Ontario region FNCFS team at [creancesdeschrt-chrtclaims@sac-isc.gc.ca](mailto:creancesdeschrt-chrtclaims@sac-isc.gc.ca).