



TSAWWASSEN FIRST NATION
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Tsawwassen First Nation

Cultural Grants and Longhouse Rentals Policy

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Chief Administrative Officer

Table of Amendments

Section(s) Amended	Date	Order number	Come Into Force Date
s.3.1.3 deleted New s.3.2 added, s.3.2.1 added	27/01/2016	O.014-2016	27/01/2016

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1. Purpose

The purpose of this policy is to set out how Tsawwassen Government supports and assists in the management of the Tsawwassen Longhouse.

This policy is not intended to interfere with or apply any jurisdiction over traditional and cultural activities of Tsawwassen First Nation or its Members. It is designed to support and assist those activities, where possible.

2. Definitions

In this policy

- a) **“Longhouse Committee”** is the group of people who are engaged in traditional cultural activities and practices centred around the Longhouse.
- b) **“Longhouse Rental Agreement”** is an agreement, attached to this Policy, which constitutes a binding contract between Tsawwassen First Nation and the individual renting the Longhouse.

3. Cultural Support Grants

The Longhouse is the centre of TFN’s culture and traditions. It hosts many important events significant to the traditions and customs of Tsawwassen Members, and Coast Salish peoples. TFN has an interest in supporting those activities, to the extent possible given available revenue. As a result, this policy formalizes support for these activities through Cultural Support Grants. The following sets out the process for TFN to provide these payments:

- 3.1.** TFN will provide a Cultural Support Grant of \$1,000 to Tsawwassen Members to support each of the following activities. The support is inclusive of all events related to the activities set out below:
 - 3.1.1. Initiation/Entrance (to the Longhouse)
 - 3.1.2. Naming Ceremony
- 3.2.** TFN will provide a Cultural Support Grant of \$3,000 to Tsawwassen Members to support each of the following activities. The support is inclusive of all events related to the activities set out below:
 - 3.2.1. Memorials, with a \$1,000 grant provided per picture at a memorial beyond the first picture
 - 3.2.2. Bringing out a mask at a ceremony.
- 3.3.** Grants for each type of ceremony are available to each Member on one occasion. In other words, TFN would provide Grants for one specific Member to be honoured with one Initiation/Entrance Ceremony, one Naming Ceremony, one Memorial, but not multiple occurrences of the same ceremony for each Member.

- 3.4.** If a Memorial is held in respect of more than one Member, only one Cultural Support Grant will be provided. The Grant would be provided to an individual in accordance with section 3.5
- 3.5.** A Grant will be provided regardless of the location of the ceremony.
- 3.6.** To access a Cultural Support Grant, a request should be made to the Manager of Health and Social Services. If eligible for the Grant, the Manager is expected to provide the Grant within 10 days of the request. The Grant will be provided using a cheque made out to the individual requesting the Grant. The individual requesting the Grant is responsible for the disbursement of the Grant.
- 3.7.** The Manager of Health and Social Services may ask for confirmation of the ceremony. An invitation, ceremony program, ceremony schedule, or letter will all constitute written confirmation.
- 3.8.** If eligible under this section, a request for a Grant may not be denied by the Manager unless the Manager is unable to confirm to his/her satisfaction that the ceremony is taking place.
- 3.9.** Request for Grants for Memorials or Naming Ceremonies must be made before the date of the ceremony. Requests for Initiations/Entrances to the Longhouse may be made up to 30 days after the end of the Initiation/Entrance Ceremony.
- 3.10.** In addition to the above, TFN will provide \$1,000 annually to the Longhouse Committee for the opening of the longhouse.

4. Longhouse Rentals

- 4.1.** This policy does not cover traditional practices or cultural activities at the Tsawwassen Longhouse. They do not constitute rentals, and Tsawwassen Government does not seek to regulate the use of the Longhouse for those purposes.
- 4.2.** Any person renting the Tsawwassen Longhouse must complete and submit a Longhouse Rental Agreement to the Manager of Health and Social Services. Tsawwassen Government programs or events do not require the completion of a rental agreement for the Longhouse.
- 4.3.** A Tsawwassen Member may rent the Tsawwassen Longhouse at no charge for private functions not connected to item 4.1. Non-Members renting the Longhouse for private functions not set out in item 4.1 will be subject to a rental fee set out in the Longhouse Rental Agreement.
- 4.4.** The consent of the Longhouse Committee is required prior to any rental of the Longhouse under section 4.2 and 4.3 above. Such consent shall be sought by the Manager of Health and Social Services or his/her designate.
- 4.5.** The Longhouse kitchen is of particular importance to Tsawwassen First Nation. Any individual, including a Tsawwassen Member, using the Longhouse kitchen for a rental event are required to clean the kitchen and return all utensils, bowls, etc. to their previous location. Failure to clean the kitchen adequately could result in:
 - 4.5.1.** Additional charges to cover costs of cleaning or replacement.
 - 4.5.2.** A prohibition from that individual renting the longhouse.

The Manager of Health and Social Services has discretion in respect of the application of those penalties.

- 4.6.** Requests for staff support or participation in private events at the Longhouse must be authorized by the TFN Chief Administrative Officer. At least 10 days notice of the support request should be provided. TFN staff who are asked to speak at these events in a staff capacity will clarify that they are speaking on behalf of Tsawwassen First Nation in an official capacity.
- 4.7.** Events at the Longhouse may only use banners, logos, and other insignia of Tsawwassen First Nation if the event has been authorized by the TFN Chief Administrative Officer. Please refer to the Policy for the use of the Tsawwassen First Nation Logo for further guidance on logo use.
- 4.8.** Tsawwassen First Nation will ensure the provision of recycling bins or other facilities for cans and bottles for Longhouse events. Longhouse users should seek to recycle using those facilities.