

**APPLICATION FOR FUNDING RELATING TO A
COMMUNITY DEVELOPMENT PROJECT OR ACTIVITY
(Community Category)**

Instructions to Applicant:

- A. This application may be completed by the First Nation or by any unincorporated association or charitable group operating on or off the First Nation and which is operated exclusively by Members of the First Nation.
- B. In instances where this application is completed on behalf of the First Nation, the application shall be executed by the chief or designated member of the band council or a designated program or department manager of the First Nation.
- C. All sections of the application must be completed before the application is processed. If additional space is required to fully and completely answer any question contained in this application form, you may provide the information on a separate attachment which must accompany the application submitted.
- D. All supporting documents required to be submitted in conjunction with the application must be completed and submitted to the Community Development Administrator prior to the processing and consideration of the application.

1. Applicant Information

Name of Applicant or Applicants: _____

Address: _____

Postal Code: _____

Contact person: _____

Phone number: _____ Cell number: _____

Fax number: _____

E-mail address: _____

2. Funding Being Requested for Community Development Project or Activity

Please describe in detail the Community Development project or activity for which you are seeking funding: _____

Amount of funds being requested in relation to the proposed Community Development project or activity:

Note: The amount of monies that may be disbursed by the Trustees with respect to a community-based project or activity in any given Fiscal Year shall be limited to the following:

- (a) in the context of applications received from any unincorporated association or charitable group operating on or off the First Nation and which is operated exclusively by Members of the First Nation, up to a maximum sum of Fifty Thousand (\$50,000.00) Dollars; and
- (b) in the context of applications received from the First Nation, up to a maximum sum of Three Hundred Thousand (\$300,000.00) Dollars.

If individual Members are involved in operating and administering the proposed Community Development project or activity, please list the names and addresses of all individuals involved:

Please indicate which category the proposed Community Development project or activity addresses:

- Commercial and Economic Development
- Infrastructure
- Agriculture
- Education and Training
- Residential and Housing
- Sports and Recreation

_____ Health, Social Development and Justice
_____ Recognition and Promotion of the Heritage and Culture of the First Nation

Please explain how the proposed Community Development project or activity for which you are applying addresses these areas:

Completion date associated with proposed Community Development project or activity:

Please provide the name and contact information for the individual who will be responsible for the financial management of the proposed Community Development project or activity:

Name: _____ Telephone: _____

Note: All applications for funding undertaken on a community basis relating to a Community Development project or activity shall be required to meet certain primary objectives, those being:

- (a) the benefiting of the First Nation as a whole or Members of the First Nation as it pertains to the Community Development project or activity; and
- (b) the improving of the quality of life for Members of the First Nation.

Please indicate how the proposed Community Development project or activity will meet these objectives: _____

If your application for funding is approved, please indicate to whom the proceeds should be made payable to (Note: in the context of applications submitted by the band council on behalf of the First Nation, all funding approved shall be disbursed and administered through the Kahkewistahaw First Nation Finance Department): _____

Address: _____

Postal Code: _____

3. Community Support for the Proposed Community Development Project or Activity

Note: In the context of applications received from any unincorporated association or charitable group operating on or off the First Nation and which is operated exclusively by Members of the First Nation, each application shall be accompanied, at a minimum, by two (2) of the following supporting documents, where applicable:

- (a) a Band Council Resolution as executed by the band council of the Kahkewistahaw First Nation confirming their support for the proposed Community Development program or activity;
- (b) a letter of support for the proposed Community Development project or activity as executed by at least fifty (50) Members;
- (c) a letter of support from a provincial or federal department in respect of the proposed Community Development project or activity; or
- (d) such other evidence of community support as may be required by the Trustees.

Have you included two of the above referenced supporting documents with your application?

_____ yes _____ no

Note: In the context of applications received from the band council on behalf of the First Nation, each application shall be required to accompany a Band Council Resolution as executed by the band council of the Kahkewistahaw First Nation which contains a

complete description of the proposed Community Development project or activity for which funding is being sought and the total amount of funding being requested.

Have you included the Band Council Resolution with your application?
 _____ yes _____ no

4. Management and Operational Plan

Note: It is required that all applications for funding under the community category be accompanied by a management and operational plan with respect to the proposed community based project or activity.

Have you prepared and enclosed a management and operational plan for the proposed Community Development project or activity? _____ yes _____ no

5. Projected Costs Associated with the Proposed Community Development Project or Activity

Note: Please include below a description of the total costs involved with respect to the proposed Community Development project or activity including a breakdown of all costs associated with both financing and operation of the project or activity. For a description of eligible and ineligible expenditures, please refer to the Kahkewistahaw 1907 Specific Claim Community Development Policies and Procedures document.

Costs associated with proposed Community Development project or activity:

Description of Cost	Amount

List any additional financing or sources of funding obtained, or to be obtained, with respect to the proposed Community Development project or activity:

Description of Financing or Funding Obtained or to be Obtained for Project or Activity and Source of Financing or Funding	Amount

6. Terms and Conditions

If the application for funding as provided for herein is approved by the Trustees, the Applicant hereby agrees to the following:

- (a) to maintain all original documentation, receipts or supporting documentation pertaining to the Community Development project or activity for which funding has been applied for and to submit such documents to the Community Development Administrator in conjunction with the completion of the required Follow-Up Report within sixty (60) calendar days following completion of the project or activity;
- (b) to utilize the funding received only for purposes identified herein and not for any other purpose;
- (c) to return immediately to the Kahkewistahaw 1907 Specific Claim Trust office any unused funds not utilized for the purposes of the Community Development project or activity identified herein. In those situations where the final costs associated with the Community Development project or activity are lower than originally projected in the Applicant's application, the amount of eligible funding shall be adjusted to reflect the lower cost and will be considered an overpayment. The Applicant shall be required to refund the overpayment to the Trust office immediately. No adjustments shall be made if the final costs associated with the Community Development project or activity is higher than originally projected; and
- (d) to authorize the Trustees to publish for use in conjunction with the preparation of its audited financial statements along with reporting to the Kahkewistahaw First Nation Band Membership of the Applicant's name, description of the Community Development project or activity and the amount of funding received by the Applicant. The Applicant hereby acknowledges and agrees that this shall constitute proper and sufficient authority and consent for the release of the said information under applicable federal and provincial privacy legislation including, without restricting the generality of the foregoing, the *Personal Information Protection and Electronic Documents Act (Canada)*.

In the event the Applicant's application for funding is approved by the Trustees and the Applicant fails to comply with the terms and conditions as referenced above including the completion and submission by them to the Community Development Administrator of the required Follow-Up Report and submission of all required documentation, receipts or supporting documentation pertaining to the Community

Development project or activity within sixty (60) calendar days of completion of the project or activity, the following shall occur:

- (a) the Trustees shall cancel or suspend any further payments to the Applicant with respect to the Community Development project or activity. In addition, the Applicant shall be prohibited from receiving any further funding from the Trust for any other Community Development project or activity until such time as a full accounting has been provided to the Trustees in relation to their original application; and
- (b) the Trustees may proceed with the exercise of any other rights or remedies it may have in law against the Applicant.

7. Declaration

I hereby represent, warrant and agree as follows:

- (a) that the information contained in this application reflects an accurate description of the costs associated with the proposed Community Development project or activity;
- (b) that the information contained in this application is true and correct;
- (c) that I have the authority to execute this application for and on behalf of the Applicant and that this application shall constitute a binding obligation enforceable against the Applicant;
- (d) that on behalf of the Applicant, I agree to the terms and conditions as prescribed herein and agree to be bound by such terms and conditions with respect to receipt of all funding received from the Trustees; and
- (e) that on behalf of the Applicant, I hereby authorize the Community Development Administrator or any duly appointed representative on behalf of the Trustees to obtain from and share with such persons or organizations, public or private, any information necessary to complete their assessment of the application for funding as outlined herein.

Name of Applicant: _____

Signature of Applicant
or Authorized Representative
on behalf of Applicant: _____

Date: _____

Please forward one fully completed original of this application form to:

Kahkewistahaw 1907 Specific Claim Trust
Box 910
Broadview, SK. S0G 0K0
Fax: (306) 696-2775
Email: administrator@kahkewistahaw-trust.ca

All applications together with any supporting documentation submitted in relation to an application shall, upon their submission, become the property of the Trustees.

Please keep a signed copy of the completed application together with any supporting documents submitted in relation to the application for your records.