**2023 Grassroots Second Call Application**

**Application Instructions**

The following application must be completed and submitted electronically with all supporting documents no later than 4:00pm EST on

**Thursday March 16, 2023,** to [trust@sndevcorp.ca](mailto:trust@sndevcorp.ca). **Late or incomplete applications will not be accepted or reviewed by the Trustees**.

Before handing in your application please ensure you have read through the Application Guidelines & Instructions Handbook to ensure you have completed

the application form correctly and attached all documentation.

***Application Pre-screening Available***

***Submit or e-mail your completed application with all supporting documentation between February 15 – March 10, 2023, at 4pm to*** [*Trust@sndevcorp.ca*](mailto:Trust@sndevcorp.ca)***.***

***Administration will review your application for completeness.***

**Note:** Those who were successful in obtaining funding in the first call for 2023 applications are not eligible to re-apply.

**Application Pre-screening Available**

Submit or e-mail your completed application with all supporting documentation for pre-screening deadline of Friday March 10, to [Trust@sndevcorp.ca](mailto:Trust@sndevcorp.ca).

Administration will review your application for completeness and notify you of any missing information. Applicants will then have an opportunity to submit this information prior to the application deadline on Thursday March 16, 2023.

**Application Criteria**

The following criteria will be used to establish eligibility; however, it does not guarantee shortlisting or ultimate approval:

* 1. *Application* - only one application and proposal per Organization will be accepted; therefore, it is important that applicants carefully consider their priorities;
  2. *Purpose -* the members of Six Nations must benefit from the proposed project. Please ensure the proposal will have a direct positive impact or collectively benefit our community for years to come;
  3. *Partnerships -* as a people, the Haudenosaunee worked together in partnerships to achieve strength and dynamic outcomes. Partnerships are eligible

and encouraged;

* 1. *Capacity Building* - a major focus of the Six Nations of the Grand River Development Corporation Group and the Economic Development Trust is to be a support agent for self-determination. How applicants demonstrate capacity building will be a key criterion for approval;
  2. *Connection to the Community Plan* - The community plan outlines the vision, values and goals of the community and the actions needed to reach those

goals. It is a living document built from community voices. How applications tie into the Community Plan will be a key criterion for your proposal. If your concept is not specifically listed in the Community Plan, please comment on how it will connect to the broader categories (Mother Earth, Built Environment, etc.).

* 1. *Timeline*–Proposals must be for projects with an anticipated completion date of the 1st day of December 2023 or earlier.
* **Given the many needs of our community, The Trust will be required to make decisions about which proposals to fund and, in many cases, excellent proposals that meet the eligibility criteria will not be funded or will not receive the full amount of funding.**

**INELIGIBLE APPLICATIONS & OTHER FACTORS**

Applications that **will not be considered** for funding include those:

1. Where more than one application or proposal per Organization/Department has been submitted;
2. Where an applicant applies to both the 2023 General and Grassroots Application stream. Applicants may only apply to one stream;
3. From “for profit” organizations;
4. For the improvement of privately owned land/property, including leasehold improvements;
5. For projects, programs, or activities similar to or the same as projects, programs, or activities already existing within the community; or
6. Where the request is for payment to individual band members including, but not limited to requests for per capita distribution, wage top ups, and bonuses.

**Other factors to consider when completing the application;**

* 1. The Trust does not provide funding for any payments of HST. For applications that seek funding for payment of HST on any services rendered or purchases made that portion of the payment will be an ineligible expense and will not be funded.
  2. The Trust does not provide funding to pay down debt. For applications that, among other things, seek to use a portion of the funding to pay down debt that portion of the payment will be an ineligible expense and will not be funded.
  3. The Trust does not fund expenses that are funded by other sources or those that are the responsibility of other organizations or governments. For applications that seek funding for payment of expenses that are funded by other sources, that portion of the payment will be considered an ineligible expense and will not be funded. If you believe your proposal should be considered even though it may be funded by another source, clearly define your rationale for consideration in your application.
  4. Remuneration or wages will not be funded; however, the proposal itself may still be considered if it meets the remaining funding eligibility criteria. Honoraria is an eligible expense and will be considered.

**SECTION 1: GENERAL INFORMATION**

**See Guidelines Section 1, Page 8**

1. Name of your Group:
2. If you are an established Group, please provide a history of your Group, including whether you have a board or oversight committee, number of years established and the name of ***current***members.
3. Has your organization/group applied previously to the Economic Development Trust? If yes, please provide the year and name of project for which funding was requested.

**SECTION 2: PROJECT INFORMATION**

**See Guidelines Section 2, Page 8, 9 & 10**

1. Proposal Name:
2. What is the total amount of your request?
3. Provide a description and the purpose of the proposal you wish to have funded. (Please feel free to use additional pages if necessary).
4. How does your proposal align with the Community Priorities? Please identify 1 community priority (identified by a coloured circle) in the Overview of Community Priorities and Goals found on pages 12 & 13 of the 2019 Community Plan that your proposal will address.
5. Next, please identify one or more Community Goal(s) listed in the subsection of the priority you identified in question 4 above that will be addressed by your proposal.
6. Please explain how your proposal will build the capacity of Six Nations (i.e. how will your proposal maximize community potential).
7. Are there other funding opportunities for your proposal? Yes \_\_\_\_\_\_\_ No \_\_\_\_\_\_\_

If yes, please supply the name of the potential funder and list what you have applied for (include requested amount). If no, what are the barriers you are facing for obtaining funding for your proposal?

1. Have you undertaken any fundraising activities for your proposal? Yes \_\_\_\_\_\_ No \_\_\_\_\_\_

If yes, what fundraising activities have you undertaken?

If no, please explain why you have not undertaken any fundraising activities.

1. Describe the benefits of your proposal to the Six Nations community.
2. What tools will you use to measure the benefits of your proposal?
3. How will you find participants for your proposal?
4. What is the maximum number of people that could attend your proposed event and/or use your service? Please describe any barriers that may limit the people attending your event or service.
5. Will there be a long-term benefit? Please explain.
6. Will your proposal have a negative impact on any of the Community Priorities and Goals in anyway? Yes \_\_\_\_\_\_ No \_\_\_\_\_\_\_

Please explain your answer including how any negative impacts will be mitigated (if applicable)

1. We encourage applicants to partner with other organizations where appropriate. Identify any partnerships you may have that will enhance the proposal and benefit or reach the broader community.
   * + - 1. Alternatively, please explain if you have encountered barriers regarding partnerships.

1. How will you acknowledge funding from the Economic Development Trust to participants and/or the community?

**SECTION 3: EXPENSE PLAN**

**See Guidelines Section 3, Page 11 for requirements**

ALL budget line items must include a submission of at least one quote.

Food/Refreshments can be combined in one quote. Office supplies can be combined in one quote.

All Budget line items must be accompanied by a quote dated within the last 6 months. Budget items over $5,000 require 3 quotes. At least one quote of your project proposal must come from an Onkwehón:we/Indigenous vendor/or business. If you are unable to obtain a quote from an Onkwehón:we/Indigenous vendor/or business please explain why. If you intend to Sole Source, please provide an explanation at bottom of chart.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | *Item*  *List* | *Item*  *Costs* | *Date*  *Of*  *Completion/Purchase* | *Quote*  *Attached*  *(please check)* | *3 Quotes*  *Attached over $5,000*  *(please check)* | *Sole*  *Sourced/Explanation attached*  *(please check)* |
| Please list your *priority* items first on the Workplan. | | | | | | |
| 1 |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |
|  | ITEM TOTAL(S) |  |  |  |  |  |
|  | YOUR CONTRIBUTION  (fundraising $$ etc.) |  |  |  |  |  |
|  | TOTAL REQUESTED |  |  |  |  |  |

***Reason for Sole Source (if applicable)***

**SECTION 4: FINANCIAL INFORMATION**

**See Guidelines Section 4, Page 13**

1. If your group has been established for a period of one or more years, please provide a copy of your group’s current financial standing. You may submit a copy of your latest bank statement, operating budget, or any financial statement.

**SECTION 5: CONTACT INFORMATION**

**See Guidelines Section 5, Page 13**

**By signing this application, the contact person(s) agrees to the following:**

* Six Nations of the Grand River Economic Development Trust may release information or knowledge of the project to any person, corporation, or agency and media requiring such information.
* To receive future electronic communication from the Six Nations of the Grand River Economic Development Trust regarding any information/updates on the EDT and Six Nations Community Plan.
* The Recipient agrees it is mandatory for all successful applicants to attend the Annual General Meeting of the Trust and may be asked to present the Project.

**Contact Person #1:**

Name:

Mailing Address:

Blue # Address:

Daytime number: Mobile number:

E-mail address of first contact person for this application:

**Signature:**

**Contact Person #2: (if applicable)**

Name:

Mailing Address:

Blue # Address:

Daytime number: Mobile number:

E-mail address of second contact person for this application:

**Signature:**

**Conflict of Interest – See definitions in guidelines**

* Do you as the applicant wish to declare a Conflict of Interest with any Trustee? If so, please provide the name of the Trustee and an explanation of the conflict.

**I understand the importance of avoiding any conflicts of interest (or the appearance thereof) when obtaining quotes for goods and/or services.**

***If successful, the Recipient agrees that they will be available to attend the Annual General Meeting and may be asked to present their Project.***