



SIX NATIONS
OF THE GRAND RIVER
**ECONOMIC
DEVELOPMENT
TRUST**

2025 Grassroots Application Guidelines & Instructions Handbook



INTRODUCTION

Who is the Six Nations of the Grand River Development Corporation?

The Six Nations of the Grand River Development Corporation (SNGRDC) is a community development corporation whose mandate is to ensure economic prosperity for Six Nations without compromising the community's values. SNGRDC seeks to generate revenue outside of government funding to address community priorities. SNGRDC invests a portion of the surplus income generated by these enterprises back into the community through the Economic Development Trust (EDT).

SNGRDC is governed by a Board of Directors (Board), which is a business-focused Board and is composed of nine community members. The Economic Development Trust Committee is a committee of the SNGRDC Board and is composed of four members. Funds will be used by the EDT for investment for the collective benefit the Six Nations Community in accordance with the various Guiding documents. The EDT is responsible for administering the application process including reviewing the guidelines, initiating the call for applications, and investing funds in the community. The EDT is ultimately responsible for all decisions to fund applications.

Where Do the Funds Come From?

The EDT funds are generated directly by the Six Nations of the Grand River Development Corporation. In keeping with the *SNGRDC Guiding Principles*, the funds come from a number of on-reserve (e.g., Chiefswood Park, Gathering Place by the Grand, and Bingo Hall) and off-reserve (e.g., Renewable Energy projects) enterprises.

Trust Indenture Community Purposes

The Trust Indenture is the legal document which gives the EDT power to invest funds in a tax-free environment. It also identifies, in the *Community Purposes*, where the EDT may invest funds for the direct and indirect benefit of the Six Nations Community. Not all areas will be funded in any given year, the *Community Plan* needs will be considered.

GENERAL INFORMATION ABOUT THE APPLICATION PROCESS

The EDT will release a call for applications whereby Six Nations companies, organizations or community groups can apply for funding. These applications must meet the general criteria of the EDT as well as any specific criteria identified each year. The EDT will require successful applicants to complete financial agreements and other documentation prior to any funding release. The preferred process will be for the EDT to submit direct payments to your vendors, with no financial distribution to the applicant. Funding contracts are anticipated to span October – December 1, 2025.

In this current round of applications, weighting of the evaluation will consider how applications impact the Six Nations community. We will also consider how the proposal demonstrates a responsibility to the community. For electronic submissions we request, for accessibility readability purposes, this application should follow the following format:

- Calibri or other sans-serif font, 11 or 12-point font, spacing at 1.15 and a standard margin of 1 inch.

The EDT requires .pdf (and .jpg or .png) as we will not be responsible for specialized software to open any application or supporting documentation.

All correspondence by the EDT will occur by e-mail only. Applicants are encouraged to regularly check their e-mail and ensure the EDT e-mail is identified as a safe contact within your contacts list. The Trust deadlines are hard, with no extensions. The EDT will not be responsible for any lost e-mails due to junk mail sorting. In some cases, requests for further information may be made with a short turnaround and it will be the requirement of the applicant to meet any correspondence deadlines identified in the e-mail.

Grassroots Community

The Trust acknowledges that there are some smaller volunteer proposals within the Six Nations community that would be seeking small grants for specific proposals. The maximum amount that will be granted under the Grassroots stream will be **\$15,000.00** per application.

ELIGIBLE APPLICATIONS

The application process is a competitive process and will be scored on a point system.

Late or incomplete applications will not be accepted or reviewed by the Trustees.

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

- a. *Application* - only one application and proposal per Organization/Department will be accepted; therefore, it is important that applicants carefully consider their organization/departamental priorities.
 - b. *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;
 - c. *Partnerships* - as a people, the Haudenosaunee worked together in partnerships to achieve strength and dynamic outcomes. Partnerships are eligible and encouraged.
 - d. *Capacity Building* - a major focus of the Six Nations of the Grand River Development Corporation 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.
 - e. *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.).
 - f. *Timeline* – Proposals must be for projects with an anticipated completion date of the 1st day of December 2025 or earlier.
- ❖ **Given the many needs of our community, the EDT 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:

- a. Where more than one application or proposal per Organization/Department has been submitted;
- b. Where an applicant applies to both the 2025 General and Grassroots Application stream. Applicants may only apply to one stream;
- c. From “for profit” organizations;
- d. For the improvement of privately owned land/property, including leasehold improvements;
- e. For projects, programs, or activities similar to or the same as projects, programs, or activities already existing within the community; or
- f. 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;

- a. The EDT 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.
- b. The EDT 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.
- c. The EDT 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.
- d. Remuneration or wages for existing employees will not be funded; however, the proposal itself may still be considered if it meets the remaining funding eligibility criteria. Remuneration or wages for new hires necessary to carry out the proposal are eligible expenses and will be considered.

APPLICATION SCHEDULE

The following application schedule has been established by the EDT as the timeline for 2025. Any changes to this schedule will be updated at <https://sixnationsedt.ca/guidelines-applications/> and in e-mail correspondence.

2025 Second Call for Grassroots Application		
APPLICATION RELEASE	MONDAY AUGUST 25, 2025	VIA WEBSITE, PICK UP OFFICE
DEADLINE FOR APPLICATIONS	FRIDAY SEPTEMBER 12, 2025	DROPPED OFF AT ADMIN/VIA EMAIL
PRESENTATIONS IF NEEDED	WEDNESDAY OCTOBER 1, 2025	SNGRDC BOARDROOM
APPROVE APPLICATIONS	WEDNESDAY OCTOBER 1, 2025	SNGRDC BOARDROOM

DATES SUBJECT TO CHANGE

If you are required to present your proposal to the Trustees, presentations will take place October 1st in the evening.

DEFINITIONS

Grassroots

Grassroots are volunteer groups, organizations, events, or proposals who do not have regular employees. This application is designed for those groups, organizations, events, or proposals that work without salary or wages and would not have a registered board of directors and would not have audited financials to provide.

Honorarium

A payment given for professional services that are rendered nominally without charge.

HST

A consumption tax in Canada. It is used in provinces where both the federal goods and services tax (GST) and the regional provincial sales tax (PST) have been combined into a single value added sales tax.

Hyperlink

A **hyperlink** points to a whole document or to a specific element within a document.

Proposal

A piece of planned work or an activity that is finished over a period of time.

Research

The systematic investigation into and study of materials and sources in order to establish facts and reach new conclusions.

Conflict of Interest/Perceived Conflict of Interest

Participation in businesses, organizations, or activities where an organization, group or person may obtain a personal benefit, whether real or perceived.

APPLICATION INSTRUCTIONS

SECTION 1: GENERAL INFORMATION

1. Name of your Group

Provide the name of your group/organization.

2. Please list the names & titles of current members.

Provide information as requested.

3. Address to be used on the funding agreement for your project.

SECTION 2: PROPOSAL INFORMATION

1. Proposal Name

Provide the name of the proposal for this application.

2. What is the total amount of your request?

Provide information as requested.

3. Provide a description and the purpose of the proposal you wish to have funded & who will benefit. (Please feel free to add additional pages or pictures if necessary).

Give specific description of your proposal. Purpose - an intended or desired result; end; aim; goal.

4. 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 Community Plan that your proposal will address.

Out of the 8 community priorities listed which one(s) aligns to your proposal. You may be asked to explain in further detail.

5. Are there other funding opportunities for your proposal? Yes _____ No _____ Unsure _____

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?

Provide information as requested.

- 6. What is the maximum number of community members that could attend your proposed event and/or use your service?**

Provide information as requested.

- 7. How will you find participants for your proposal?**

Please explain your plan to recruit community members.

- 8. Please identify any partnerships you may have with other organizations.**

Provide information as requested.

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

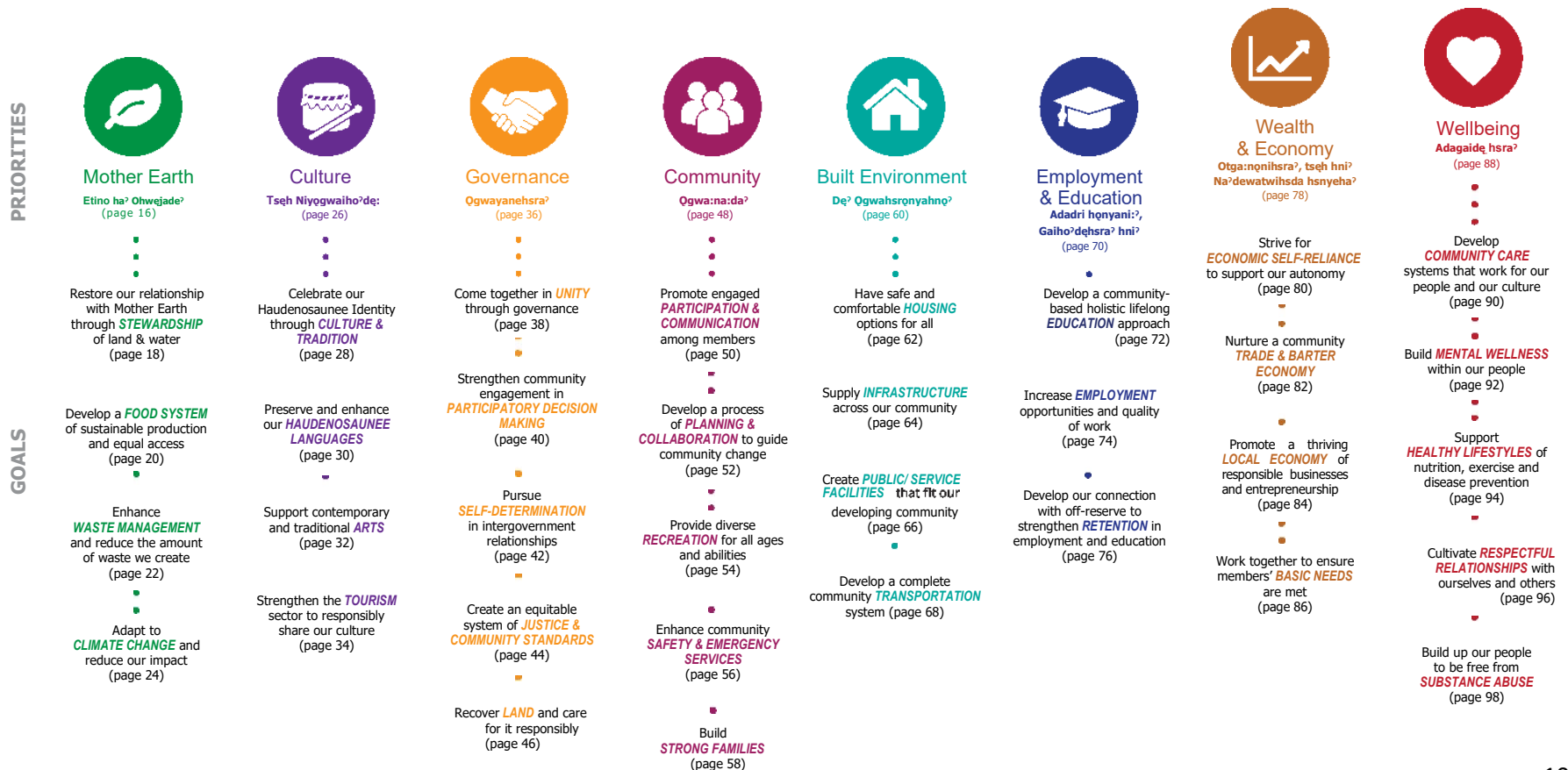
Example: Printed materials, social media, press releases, newspaper etc.



Statement of Community Needs and Priorities



The Six Nations of the Grand River Development Corporation's (SNGRDC) Advisory Committee, has adopted the Six Nations Community Plan's Overview of Community Priorities and Goals, as the Statement of Community Needs and Priorities which will guide the SNGRDC Group's decision making. This document will be used as a key tool for the Six Nations of the Grand River Economic Development Trust (EDT) to identify the short-term and long-term objectives required to build the foundations of a healthy community.



SECTION 3: EXPENSE PLAN GUIDELINES

Honorarium:

The use of Honorariums is allowed only to Six Nations community members or First Nations Individuals, or other individuals whose knowledge, skills or abilities will benefit the community.

HST:

The SNGREDT will not pay or reimburse for HST or any sales tax on purchases or services rendered.

Sole Sourcing:

The SNGREDT will only entertain sole sourcing only once proven that quotes cannot be obtained from more than one source. The applicant must submit a written explanation as to why sole sourcing is required.

Quotes:

NEW: All items must be listed in your budget, however only expenses over \$5,000 require quotes. Budget items over \$5,000 require 3 quotes, or an explanation why you wish to sole source. If you sole source you must attach one quote if over \$5,000. Honoraria is an eligible expense but will not be payable to anyone on the project committee.

Note: Quotes to be dated within the calendar year. It is suggested that at least one quote of your project proposal 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 below.

Value for money:

All applicants should ensure that they have obtained the maximum benefit from the goods and services it acquires and/or provides, within the resources available to it. Achieving Value for Money may be described in terms of the 'three Es' - economy, efficiency, and effectiveness.

Complete Expense Plan chart and budget as laid out below. An example Expense Plan is provided below for reference.

If you have any fundraising dollars that will be applied to your Expense Plan you will put that in the column “Your Contribution” listed at the bottom of the Expense Plan.

Example Expense Plan Chart

NEW: You need to list all budget line items for your project but only need quotes for budget line items over \$5,000. Any budget items over \$5,000 requires 3 quotes unless you have sole sourced. You must attach 1 quote for sole source if over \$5,000. Explanation needed for sole sourcing. **Honoraria is an eligible expense but will not be payable to anyone on the project committee.**

Note: Quotes to be dated within the calendar year. It is suggested that at least one quote of your project proposal 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 below.

	<i>Item List</i>	<i>Item Costs</i>	<i>Date Of Completion/Purchase</i>	<i>3 Quotes Attached for budget items over \$5,000</i>	<i>1 quote Attached for Sole Sourced budget item over \$5,000</i>
1	4 Tables	\$57.99 x 4 = \$231.96	May 2024		
2	Fencing	\$5,000.00	May 2025		
3	Landscaping	\$7,000.00	August 2025		
4					
5					
	ITEM TOTAL(S)	\$12,231.96			
	YOUR CONTRIBUTION (fundraising \$\$ etc.)	\$200.00 IF APPLICABLE			
	TOTAL REQUESTED	\$12,031.96			

SECTION 4: FINANCIAL INFORMATION

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 operating budget and financial statement or bank statement. If your group is a newly formed group, please provide an operating budget.

Note: Organizational budgets are required to ensure that organizations are financially responsible and can properly manage any funds that are granted to them. The Trust is accountable to the community and need to be provided with this documentation to demonstrate financial organization principles.

SECTION 5: CONTACT INFORMATION

Provide all information as requested.