



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

# **2026 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 three calls 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 January 2026 – December 1, 2026.

Weighting the application evaluations will consider how applications impact the Six Nations community. We will also consider how the project 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 projects within the Six Nations community that would be seeking small grants for specific projects. 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 project per Organization/Department will be accepted; therefore, it is important that applicants carefully consider their organization/departmental priorities.
  - b. *Purpose* - the members of Six Nations must benefit from the proposed project. Please ensure the project 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 project. 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* – Projects must be for projects with an anticipated completion date of the 1<sup>st</sup> day of December 2026 or earlier.
- ❖ **Given the many needs of our community, the EDT will be required to make decisions about which projects to fund and, in some cases, excellent projects 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 projects per Organization/Department has been submitted;
- b. Where an applicant applies to both the 2026 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 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 project 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 project itself may still be considered if it meets the remaining funding eligibility criteria. Remuneration or wages for new hires necessary to carry out the project are eligible expenses and will be considered.

## APPLICATION SCHEDULE

The following application schedule has been established by the EDT as the timeline for 2026. Any changes to this schedule will be updated at <https://sixnationsedt.ca/guidelines-applications/> and in e-mail correspondence.

| <b>2026 Grassroots Application &amp; Deadline Schedules</b> |                                    |                             |
|---|------------------------------------|-----------------------------|
| FIRST CALL APPLICATION RELEASE                              | <b>MONDAY JANUARY 12, 2026</b>     | VIA WEBSITE, PICK UP OFFICE |
| FIRST CALL APPLICATION DEADLINE                             | <b>FRIDAY FEBRUARY 13, 2026</b>    | VIA WEBSITE, PICK UP OFFICE |
| APPROVE APPLICATIONS  | <b>WEDNESDAY MARCH 4, 2026</b>     | SNGRDC BOARDROOM            |
|   |                                    |                             |
| SECOND CALL APPLICATION RELEASE                             | <b>TUESDAY APRIL 7, 2026</b>       | VIA WEBSITE, PICK UP OFFICE |
| SECOND CALL APPLICATION DEADLINE                            | <b>FRIDAY MAY 1, 2026</b>          | VIA WEBSITE, PICK UP OFFICE |
| APPROVE APPLICATIONS  | <b>WEDNESDAY JUNE 3, 2026</b>      | SNGRDC BOARDROOM            |
|   |                                    |                             |
| THIRD CALL APPLICATION RELEASE                              | <b>MONDAY JULY 6, 2026</b>         | VIA WEBSITE, PICK UP OFFICE |
| THIRD CALL APPLICATION DEADLINE                             | <b>WEDNESDAY AUGUST 5, 2026</b>    | VIA WEBSITE, PICK UP OFFICE |
| APPROVE APPLICATIONS  | <b>WEDNESDAY SEPTEMBER 2, 2026</b> | SNGRDC BOARDROOM            |

**DATES SUBJECT TO CHANGE**

# DEFINITIONS

## **Grassroots**

Grassroots are volunteer groups, organizations, events, or project who do not have regular employees. This application is designed for those groups, organizations, events, or projects 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.

## **Project**

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: PROJECT INFORMATION

**1. Project Name** Provide the name of the project 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 project you wish to have funded & who will benefit. (Please feel free to add additional pages or pictures if necessary).** Give specific description of your project. 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 project will address.** Out of the 8 community priorities listed which one(s) aligns to your project. You may be asked to explain in further detail.

**5. Are there other funding opportunities for your project? Yes \_\_\_\_\_ No \_\_\_\_\_ Unsure \_\_\_\_\_**  
**If yes, please identify the funder(s) or fundraising plan and include the amount. If no, please describe why additional funding or fundraising is not possible for your group.** Provide information as requested.

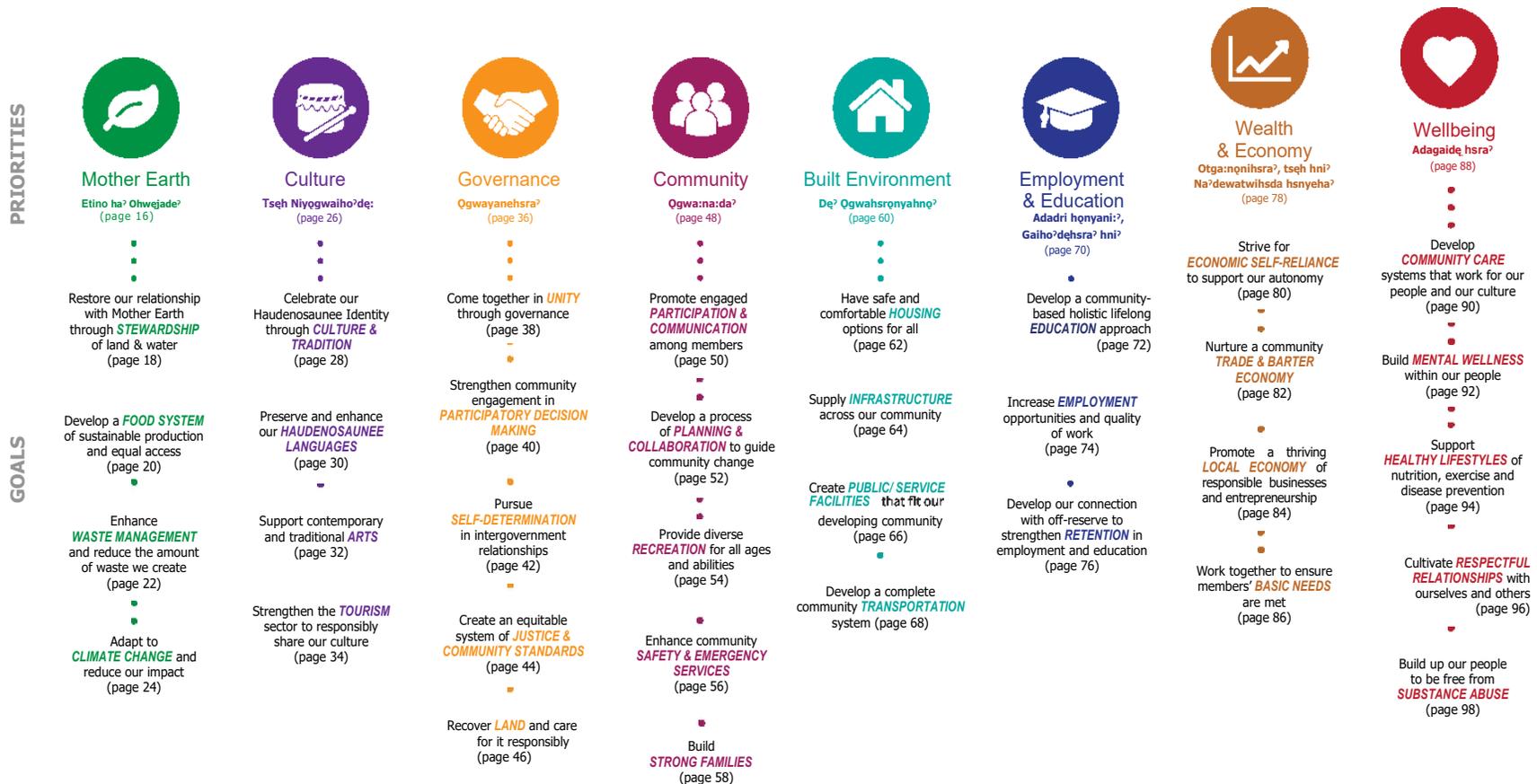
- 6. What is the maximum number of community members that could attend your proposed event and/or use your service?** Provide information as requested.
- 7. How will you find participants for your project?** Please explain your plan to recruit community members.
- 8. Please identify any partnerships 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:**

All expenses must be listed in your project budget. If you are sole sourcing, you must attach **at least one (1) quote**.

**Note:** You cannot list an expense at or below \$5,000 just to avoid the quote requirement. If something looks under-priced, the Committee may request additional quotes or clarification.

Honoraria are an eligible expense; however:

**No honoraria or payments of any kind may be made to members of your project committee, project team, or board.**

Reimbursements for eligible project-related purchases **are allowed** as long as:

- receipts are provided,
- the item is included in the approved budget, and
- the reimbursement is **not** for labour or services.

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

All expenses must be listed in your project budget. If any single item costs \$5,000 or more, you must include three (3) quotes or provide a written explanation if you need to sole-source. If you are sole sourcing, you must attach at least one (1) quote.

**\*\* Note \*\*:** You cannot list an expense at or below \$5,000 just to avoid the quote requirement. If something looks underpriced, the Committee may request additional quotes or clarification.

Honoraria are an eligible expense; however, no honoraria or payments of any kind may be made to members of your project committee, project team, or board. Reimbursements for eligible project-related purchases are allowed as long as:

- receipts are provided,
- the item is included in the approved budget, and
- the reimbursement is not for labour or services.

**\*\* Note \*\*:** Quotes are 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.

**Please use the Budget/Expense Plan chart provided in the application package.**

|   | <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 2025                           |  |   |
| 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

- Provide your group’s current financial standing, including your most recent bank balance and/or financial statements, and your full annual operating budget — not just the budget for this project — showing all revenue sources and planned expenses for the year. Newly formed groups may submit an annual 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**

1. Provide all information as requested.