

**Adobe Reader 8.0+ is required to complete this application form.**

If you are using an earlier version, you will not be able to save any information you enter into the form.  
 Adobe Reader is a free download available at: <http://www.adobe.com/products/acrobat/readstep2.html>



**✦ Please ensure documents are downloaded and saved to your computer desktop prior to entering any information. If opened and completed within your internet browser, any information entered will not be saved.**

**1. Project Name**

Provide a name for the project that is proposed in this funding application:

**2. Applicant Profile**

Applicant organization (legal name):	Mailing address:
Telephone:	Website (URL):

**3. Primary Contact Information**

Primary contact (for this application):	Position/title:
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Complete the following if different from applicant organization contact information:

Mailing address:	Email:	Telephone:
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**4. Partner Applicant Profile (if applicable)**

**✦ Note: The lead applicant is responsible for project and financial reporting. Upon submission of complete reporting, the cheque(s) will be made payable to the lead applicant.**

Partner applicant (if applicable):	Website:	Telephone:
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5. Project Overview

Identify the project's <b>primary</b> investment area:				
Agriculture	Energy	Mining	Pine Beetle Recovery	Tourism
Economic Development	Forestry	Olympic Opportunities	Small Business	Transportation

★ Northern Development project investments must fall within the ten investment areas above as identified in the Northern Development Initiative Trust Act.

Provide a brief description and rationale for the project:

How will the project have direct or transferable benefits that will mitigate the impacts of the Mountain Pine Beetle on the economy?

**6. Key Deliverables**

★ *The applicant will be required to report on the following.*

Desired outcomes of the project:	Economic indicators that will be measured:
1)	1)
2)	2)
3)	3)
4)	4)
5)	5)
6)	6)
7)	7)
8)	8)

**7. Project Milestones**

Stage of project:	Scheduled date: (dd-mmm-yyyy)
1) Project start date	
2)	
3)	
4)	
5)	
6)	
7)	
8) Project completion date	

8. Funding Request and Budget

The following funding is requested from Northern Development’s Pine Beetle Recovery Account:

Grant amount requested (\$):	Total project budget (\$):
\$	\$

★ Please ensure Total project budget = Total project funding.

9. Other Funding Sources

Funding source: ★ Do not use acronyms.	Amount (\$):	Identify funding terms:	Identify funding confirmation:
	\$	Applicant contribution	Confirmation letter attached
	\$	Grant    Loan Other:	Approval letter attached Date approval expected:
	\$	Grant    Loan Other:	Approval letter attached Date approval expected:
	\$	Grant    Loan Other:	Approval letter attached Date approval expected:
	\$	Grant    Loan Other:	Approval letter attached Date approval expected:
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	\$	Grant    Loan Other:	Approval letter attached Date approval expected:
	\$	Grant    Loan Other:	Approval letter attached Date approval expected:
<b>TOTAL OTHER FUNDING: \$</b>		<b>TOTAL PROJECT FUNDING: \$</b> (Northern Development + Other Sources)	

★ Northern Development must receive copies of letters of approval for all other funding sources. Please attach all letters of approval received to date with this application. If there are more than eight other funding sources, attach a complete list separately.

10. Leveraging

Northern Development’s funding leverage for the project:	
The funding request as a percentage of total project funding is:	%
★ Leverage % = (Northern Development funding request) ÷ (Total project funding)	
★ Northern Development provides funding up to a maximum of 80% of an eligible project budget.	

11. Attachments

List all documents attached to this application:

Document name:
1) <b>Required:</b> Detailed project proposal
2) <b>Required:</b> Detailed quotes
3) <b>Required (if applicable):</b> Funding approval letters <i>(as outlined in section 10. Other Funding Sources)</i>
4)
5)
6)
7)
8)
9)
10)

## 12. Authorization

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I have read and understand the [Strategic Initiatives Fund Application Guide](#).

I confirm that the information in this application is accurate and complete, and that the project proposal, including plans and budgets, is fairly presented.

I agree that once funding is approved, any change to the project proposal will require prior approval of Northern Development Initiative Trust (Northern Development).

I agree to submit reporting materials as required by Northern Development, and as required, provide copies of any project deliverables (studies, reports, action plans, etc.) and financial accounting for evaluation of the activity funded by Northern Development.

I understand that the information provided in this application may be accessible under the Freedom of Information (FOI) Act. Northern Development will only report project information to the Board and/or to the public in aggregate form and will not disclose any confidential client information without permission or unless required by law.

I confirm that any confidential or proprietary information will be submitted on a separate document and is clearly labeled. I also confirm that no confidential or proprietary information is included in this application form.

I agree to publicly acknowledge funding and assistance by Northern Development.

I authorize Northern Development to make enquiries, collect and share information with such persons, firms, corporations, federal and provincial government agencies/departments and non-profit organizations, as Northern Development deems necessary for decision, administration, and monitoring purposes for this project.

I agree that information provided in this application may be shared with the appropriate regional advisory committee(s), board of directors, Northern Development staff, and consultants.

Name (organization signing authority): ✦ <i>Please type name.</i>	Position/title:	Date:

## 12. Submitting Your Application

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Completed proposal cover form (with proposal and all required attachments) should be provided electronically to Northern Development by email **prior to the deadline of 4pm (PST) on July 31<sup>st</sup>, 2019.**

✦ *Please do not scan this form.*

Email: [info@northerndevlopment.bc.ca](mailto:info@northerndevlopment.bc.ca)