

Intake 2 – Last-Mile

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):	Municipal code, band, society or business registration number:
Address (mailing address including street, city, postal code):	
Primary contact (for this application):	Position/title:
Email:	Telephone:

CONNECTING BRITISH COLUMBIA PROGRAM – PHASE TWO
Intake 2 – Last-Mile

FUNDING
APPLICATION

3. Project Information

Last-Mile project type:		
Last-Mile	Fibre	LTE
Provide a brief summary of the project and proposed benefits:		

4. Timeline

Project start date:	Project completion date: ★ Must be completed by March 31/21.

5. Project Budget and Funding Request

✦ Must match the completed [Template 2 – Project Budget](#).

Eligible project budget:	Total project budget:	Funding requested from Northern Development:
\$	\$	\$ Grant

6. Other Funding Sources

✦ Must match the completed [Template 2 – Project Budget](#).

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:
TOTAL OTHER FUNDING: \$		TOTAL PROJECT FUNDING: \$ (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 five funding sources, attach a complete list separately.

7. Leveraging

✦ Must match the completed [Template 2 – Project Budget](#).

Northern Development's funding leverage for the project:
The funding request as a percentage of total eligible project budget is: %
✦ Leverage % = (Northern Development funding request) ÷ (Eligible project budget)
✦ Northern Development provides funding up to a maximum of 50% of an eligible project budget.

8. Required Attachments

✦ Please check / identify attachments included with this application in the table below.

Document name:
1) Required: Completed Template 1 – Project Plan (in MS Word format).
2) Required: Completed Template 2 – Project Budget (in MS Excel format).
3) Required: Completed Template 3 – Financial Operational Plan (in MS Excel format).
4) Required: Completed Template 4 – Communities and Network Capacity (in MS Excel format).
5) Required: Completed Internet Service Provider (ISP) Corporate Profile template (in MS Word format) which includes the following items: <ul style="list-style-type: none"> - Name of the ISP. - Number of years in business. - Organizational diagram. - Contact information: IP location and contact information. - Number of customers. - Technical and project management experience of the ISP. - Maps of current areas served. - Past projects. - Additional information illustrating the ISP's experience and suitability for this project (i.e., interests, background, volunteer experience). - ISP References: Attach current references and customer testimonials from people or businesses familiar with the ISP's past projects and work experience.
6) Required: Certificate of incorporation* and most recently filed Annual Report. * Or (if applicable) certificate of change of name.
7) Required: Organizational diagram. ✦ Must detail the organizational structure, including any parent, subsidiary, affiliates, and related companies.
8) Required: Financial statements (2017 fiscal year or newer). The following types may be accepted: <ul style="list-style-type: none"> - Notice to Reader Financial Statements. - Review Engagement Financial Statements. - Audited Financial Statements.
9) Required: Coverage map(s) in a geo-coded format (i.e., Google Earth KMZ, ESRI shp file, or similar). ✦ The map(s) must show the current and the proposed service area, identifying speeds where possible. ✦ If the applicant is an internet service provider, the map must show all applicant-owned or operated fibre lines and/or towers showing the microwave links for the regional district geographic area that the project is in. ✦ PDF maps will not be accepted.
10) Required: Logical Network Diagram of the proposed solution.
11) Required: Targeted Household and Market Analysis.
12) Required: Proposed equipment details.

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13) Required: Letters of support from businesses and institutions. ✦ <i>Letters must be recently dated and reference the project.</i>
14) Required (if applicable): Local government resolution of support/approval for the proposed project. See Guide. ✦ <i>Letters must be recently dated and reference the project.</i>
15) Required (if applicable): Band Council Resolution, Tribal Council Resolution or other equivalent documentation from self-governing First Nations indicating support for the proposed project. See Guide. ✦ <i>Resolutions must be signed and recently dated and reference the project.</i>
16) Required (if applicable): Funding approval letters from other sources.
17) Required (if applicable): Submission package to ‘other funding sources’.
18) Required (if available): Regional District or First Nation connectivity strategy.
19)
20)
21)
22)
23)
24)
25)

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9. Authorization

I have read and understand the [Connecting British Columbia Application Guide – Last-Mile](#) including the eligible and ineligible costs, and confirm ineligible costs have not been included.

I confirm that the information in this application (including attachments) 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.

I agree to submit reports to Northern Development as required if the applying organization is awarded a grant.

I understand that the information provided in this application may be accessible under the Freedom of Information (FOI) Act.

I agree that information provided in this application form (including attachments) may be shared with the Government of British Columbia to promote the program and shared (e.g., with other government jurisdictions) to maximize the benefits to citizens. By submitting a proposal to the Connecting British Columbia Program you agree to the subsequent use of that information to support the goals of the Program.

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 any equipment or infrastructure acquired and/or installed, and any service provided through it, is not the responsibility of Network BC or the Province of British Columbia or Northern Development Initiative Trust.

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

10. Submitting Your Application

Completed funding application forms (with all required attachments) should be provided electronically to Northern Development by email. ✦ Please do not scan this form.

Email: info@northerndevelopment.bc.ca