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General Information:

- Please read the Cellular Expansion Fund Proposal Guide
- Before submitting your proposal, please ensure that all required attachments are completed and attached to your proposal. Incomplete proposals will not be evaluated
- By submitting this proposal, you allow Northern Development to share this information with other levels of government

1. Project Name

Provide a name for the project:

2. Applicant Profile

Applicant organization (legal name):	Band number, society number, or business registration number (if applicable):
Mailing address (including street, city, postal code):	
Primary contact (for this proposal):	Position/title:
Email:	Telephone:

3. Highway Projects

Provide a brief summary of the project using non-technical language:

Describe the coverage area for the project:

✦ *The following numbers must match the SUMMARY tab of the Proposal Workbook.*

Name of highway:	New cellular coverage (km):	Total number of highway cellular sites:
Number of WiFi sites:	Number of call boxes:	

4. Other or Value-Added Elements (if applicable)

✦ *The primary focus of the project must be on increasing highway cellular coverage; however, projects that address value-added elements from the Proposal Guide may also be considered.*

Other or value-added elements:	
Community:	Cellular in communities in proximity to highways
Rest Areas:	Cellular Public Wi-Fi Hotspot
Call Boxes:	Emergency Call Boxes along highways
Provide a brief summary of the value-added elements of the project using non-technical language:	
Describe the coverage area for the value-added elements:	

5. Technical Information

Highway Projects:

Provide a description of the cellular sites that will be constructed along the route, the rationale, and its appropriateness for the particular project location:

Other or Value-added Elements (if applicable):

Provide a description of the proposed technology, the rationale, and its appropriateness for the particular project location:

✦ *A rationale should include considerations for the number of households, density, geographic consideration and overall costs.*

6. Timeline

Project start date: <i>(dd-mmm-yyyy)</i>	Project completion date: <i>(dd-mmm-yyyy)</i> ✦ <i>To be completed by March 31, 2027.</i>

7. Project Budget

✦ *Must match the completed SUMMARY tab in Proposal Workbook.*

✦ *Total Costs must match Total Funding.*

	Cellular Project:	Wifi Project:	Call Box Project:	Total:
Eligible Costs:	\$	\$	\$	\$
Ineligible Costs:	\$	\$	\$	\$
Total Costs:	\$	\$	\$	\$

8. Grant Request & Leveraging

Cellular Expansion Fund Amount Requested:	Requested funding percentage:
\$ Grant	The Amount Requested as a percentage of Total Eligible Costs is: % ✦ Maximum 90%.

9. Project Funding

✦ *TOTAL PROJECT FUNDING must match Total Funding as per the completed SUMMARY tab in Proposal Workbook.*

✦ *Total Costs must match TOTAL PROJECT FUNDING.*

Funding source: ✦ <i>Do not use acronyms.</i>	Amount (\$):	Identify funding confirmation:
	\$	Applicant contribution confirmation letter attached
	\$	Approval letter attached Date approval expected:
	\$	Approval letter attached Date approval expected:
	\$	Approval letter attached Date approval expected:
TOTAL OTHER FUNDING: \$		TOTAL PROJECT FUNDING: \$ (Grant Request + Other Funding)

10. Attachments

✦ All attachments must be specific to the legal entity applying for funding and may not be from a related organization such as a parent company or subsidiary. If information is missing from the proposal, the proposal will not be reviewed.

✦ Please confirm attachments included with this proposal:

Required attachments:

Completed Proposal Workbook

Corporate Profile of Internet Service Provider

Certificate of Incorporation

Most recently filed Annual Report

Financial statements (2022 fiscal year or newer):

- Must be specific to the legal entity applying for funding and may not be from a related organization
- Statements submitted must be in the final approved form, including signatures from the organization's representatives
- Statements must be submitted in their entirety; partial documents will not be accepted
- The following types may be submitted:
 - Notice to reader financial statements
 - Review engagement financial statements
 - Audited financial statements

Mapping Data in a geo-coded format (*i.e. Google Earth KMZ, ESRI shp file, or similar*). **NOTE: Not accepted - PDF maps or static images)**

✦ Note: information will be used for assessing proposals and used for internal purposes only

- Mapping must include the following layers and information:
 - Current Network Infrastructure:
 - All applicant-owned or operated cellular infrastructure within British Columbia. Data must show long-haul, regional and core community lines;
 - All applicant-owned or operated PoPs, COs, towers and microwave links within British Columbia
 - Current coverage for the communities proposed in the project; identify available speeds (*required for community projects*)
 - The location of project specific backhaul/backbone access points
 - PTP microwave paths between towers within the project area (*if applicable*)
 - Proposed or Upgraded Network Infrastructure (project specific):
 - Proposed coverage for the communities proposed in the project; identify available speeds
 - Locations (color differentiated) of new and upgraded: towers, PoPs, fibre, PTP microwave links, COs

Logical network diagram of the project

- Diagrams must include the following items and information:
 - All current and proposed network devices (color differentiated) from the point of transport to the last-mile drop point
 - All current and proposed links between devices (color differentiated) from the point of transport to the last-mile drop point
 - Labelled throughput capacity between devices
 - Labeling should match labels found within the Proposal Workbook and mapping layers

Letter(s) of support or resolution(s) of support of the project (*required for community projects*):

- For municipalities, a Municipal Council letter or resolution is required
- For unincorporated communities and villages, a Regional District Board letter or resolution is required
- For Indigenous communities, a Band Council or Tribal Council letter or resolution is required
- Must be signed, recently dated and specifically reference the project

Funding approval letters from other sources (if applicable)

Regional District or First Nation connectivity infrastructure strategy (if available)

Other letters of support (optional)

11. Authorization

I have read and understand the Cellular Expansion Fund Proposal Guide including the eligible and ineligible costs.

I confirm that the information in this proposal (including attachments) is accurate and complete, and that the 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.

If approved for funding, I agree to enter into a contract and submit reporting to Northern Development as required.

I understand that the information provided in this proposal may be accessible under the Freedom of Information and Protection of Privacy (FOIPPA) Act.

I agree that information provided in this proposal form (including attachments) may be shared with the Province of British Columbia and other levels of government to promote the program and maximize the benefits to citizens.

I authorize Northern Development to make inquiries, 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 the Province of British Columbia or Northern Development Initiative Trust.

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

12. Submitting Your Proposal

Completed funding Proposal Form (with all required attachments) should be provided electronically to Northern Development by email to connectingbc@northerndevlopment.bc.ca.

✦ *Please submit this Proposal Form and all attachments in one email; do not scan this form.*