



Wahta Mohawks Community Trust

Application Form

July 2017

Dear Applicant:

Please submit *only this application* package.

If more space is required to answer questions please attach a sheet and indicate the section and number of the question you are answering.

ALL QUESTIONS MUST BE COMPLETED

Also be informed that should you receive funding from the Wahta Mohawks Community Trust:

- A Financial Agreement must be signed prior to the release of any funding
- A % holdback of funding may be placed on all financial agreements, payment pending on approved final monitor.

All applications will be reviewed by the Trustees and if more information is required you will be contacted. The request for further information in no way implies that your project has been approved.

All applicants may be required to make a community presentation.

Projects where there are building renovations, land enhancements or infrastructure upgrades will need the following legal documentation included with the application:

- Proof of insurance including third party liability where applicable.
- Proof of fire insurance where applicable
- Wahta Mohawks Council resolutions approving use of band-owned land or other community based proposals.
- Proof that any land to building is community-owned

Projects must be community based. The community must be the primary beneficiary of proposed initiatives. Examples include strengthening community infrastructure, community capacity, and community programs. A full list of eligible project categories can be found in Part B of this application form.

Applications will be accepted at the Wahta Mohawks Administration building addressed to the attention of the Wahta Mohawks Community Trust.

PART A – INFORMATION ABOUT YOU

Name:

Address: _____

Postal Code: _____

Telephone: _____ **Fax** _____

E-mail: _____

Primary Contact Person _____

Telephone: _____

PART B – INFORMATION ABOUT THE PROJECT

The Wahta Mohawks Trust Agreement sets out the following categories of projects for consideration.

Community-based initiatives proposed in partnership with the Wahta Mohawks Council can include, but are not limited to:

- **Land acquisition/land improvement**
- **Capital improvements and infrastructure**
- **Environmental enhancement**
- **Cost-shared program initiatives not covered by other government funds**
- **Culture, language and traditional programs not covered by other government funds**
- **Capital and equipment costs if located on territory**
- **Education**

If more space is required, please attached sheets to answer the question be sure to indicate the question number:

1. Project Title:_____.

2. Where will this project take place:_____

3. Amount of funding requested:_____

4. Project start date:_____

End date:_____

5. Please provide a brief description of the project:

6. Describe the Goals/Objectives of the project/What will be achieved?:

i. _____

ii. _____

iii. _____

7. Describe the activities/methods you will utilize to achieve your project goals/objectives._____

8. Once the financial support has been spent, how will the project continue to operate (will the project be self-sufficient or will other income sources be utilized)?

9. Briefly explain how your project will meet one of the approved categories below.

Community Development

Cultural Development

Economic Development

Education

Health

Other

10. How will Wahta Mohawk Community benefit from this project?:

11. Will the project create employment for Wahta Members?

No: _____ Yes _____

If yes, please describe how: _____

12. Please provide a work plan which may show the following:

- What are the main steps needed to achieve the desired results?
- Responsibility; Who will be responsible for each activity?
- Timeline; When will each task begin and when will it be completed?
- Results; List expected accomplishments.
- Please provide two tenders for contractors.

13. Wahta Mohawks Community Trust Reporting on Capital Projects Policy

Purpose

The purpose of this policy is to clarify the expectations of the Wahta Mohawk Community Trust for reporting on funding provided for capital projects.

Reporting on Capital Projects

The Wahta Mohawks Community Trust will work with the recipient to determine how funding will be disbursed which may include holdbacks, installments or other considerations, and how reporting on expenditures will occur. Subject to any other terms and conditions which may be agreed to between the Wahta Mohawk Community Trust and the funding recipient these are the minimum reporting requirements which must be fulfilled in order to receive Trust funds for capital projects.

1. The recipient shall provide a narrative report describing how they used Wahta Community Trust funds. The narrative report shall reference the line items in the application, where possible, and describe how the funds were used to support each line item request. The narrative report will also describe where and explain why funds were moved between approved line items, and clearly indicate where other funding sources may have also been utilized.
2. The recipient shall provide a financial statement to account for the spending of all funds provided by the Wahta Mohawks Community Trust. The financial statement shall report on each line item approved in the application. The financial statement shall reflect the line item request, and the amount actually spent on each line item. The financial statement shall note the amount of any deviation, and indicate where other funding sources may have been utilized.
3. The recipient, where possible, shall attach a general ledger record of all expenditures which correspond to all expenditures in the financial statement.

Wahta Mohawks Community Trust

Wahta Mohawk Territory

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