

# Canada Ontario Resource Development Agreement (CORDA) 2018-2019 Application Form

## Instructions

1. All application forms shall be typed, complete and signed
2. Collect and attach all required supporting documents and any supplementary supporting documents. All supporting documentation must be included at the time of submission.
3. Send complete application package by e-mail, fax or regular mail to the CORDA Office.

If you have questions regarding your application please contact the CORDA Office via the information provided below:

Jill Stevens, Secretariat  
Telephone: 705-295-7116  
E-mail: [corda@nexicom.net](mailto:corda@nexicom.net)

Please refer to the 2018-2019 Canada Ontario Resource Development Agreement (CORDA) Guide Book when completing this application form. Applications must be received by 11:59 p.m. Eastern Daylight Time on Monday, October 30, 2017. Applicants will be notified in writing once funding decisions have been finalized.

**Note:** Incomplete applications or applications received after the deadline will not be considered for funding.

## Part 1: Applicant Information

Name of Individual, First Nation or Organization

Name of First Nation of which the applicant is a member:

Please check which Treaty Organization the First Nation is a member of:

GCT#3 ☐ UOI ☐ NAN ☐ AIAI ☐ Independents ☐

Name of Contact Person (if different than applicant):

Position or Title of Contact Person:

## Contact Information

Address: Street Number, Street Name, Unit #

PO Box

City/Town:

Postal Code:

Telephone Number:

Facsimile Number:

E-mail Address:

## **Part 2: Project Details**

**Project Title:** Please choose a title that explains the project. For example, “Updated Equipment for Commercial Fishing Enterprise”.

**Project Objective.** List the expected results in two or three sentences or bullets. For example, “The project will result in increased revenue or jobs,” or “The project will add value to the product”, or “the project will result in improved fishing with new nets and gear”.

**Project Description.** Provide a detailed description of the project, how the funding will be spent, how the project will be undertaken, and what will be accomplished. Identify the location of the project activities and the resource to be developed or utilized. Include any maps, photographs or diagrams that may support the project. Identify other agencies or groups that were consulted. You may attach additional pages if more space is required.

**Project Duration.** Please indicate the project start and completion date. Projects will only be reimbursed for costs incurred as of April 1, 2018 and must be complete no later than February 22, 2019.

Start Date:

Completion Date:

**Previous Applications.** Has the applicant previously applied for, but not received, funding for this project? Yes ☐ No ☐

**Previous Funding:** Has the applicant received previous CORDA funding? Yes ☐ No ☐  
If yes, please list previously approved project, including project number or the year the funding was received.

**Environmental Impact:** Does the project have the potential for negative effects on air, water, soil, land, etc.? Yes ☐ No ☐  
If yes, describe the action that will be taken to reduce environmental impacts. Environment and Climate Change Canada or the Ministry of the Environment and Climate Change may be a resource for information on assessing environmental impacts.

### **Part 3: Project Benefits**

Provide details on the short- and long-term benefits of the project. Use additional pages if required.

**Economic:** Please provide details on the following economic benefits:

Check if the funding will be used to assist a new business ☐ or an expanding business ☐

Provide details on any jobs that will be created, including the duration of each.

Describe how the project involves First Nation community procurement. For example, provide details on any supplies to be purchased locally.

Estimate how much revenue will be generated:

Short Term:

Long Term:

Not applicable: ☐

**Cultural:** Please provide details on the benefits related to Traditional Knowledge and cultural values.

Describe how the project will use and support traditional cultural knowledge/values.

Describe how the project results in the transfer of traditional cultural knowledge/values.

**Overall:** Please provide details on the overall benefits.

Does the project include training? Yes ☐ No ☐

If yes, estimate the number of people to receive training because of this project:

Describe the type of skills that will be learned and/or developed

Estimate the number of project participants:

Does the project support a community plan, such as an economic, land use, forestry, or other plan? Yes ☐ No ☐

If yes, name the plan and describe how the project supports the plan.

List the anticipated community benefits because of the project.

Identify partnerships that will result from this project, including partnerships with other First Nations, municipalities, conservation authorities or academic institutions.

#### Part 4: Project Costs / Budget

Budget estimates will be compared to supplier quotes. Note: Approved projects are reimbursed based on official receipts provided by vendor(s). The maximum funding level for CORDA projects is \$35,000.00

Have you applied to other funding sources for this project: Yes ☐ No ☐

If yes, please provide details including the name of the funder and the amount requested and/or approved:

**Budget Instructions:** List item name, the number of items requested, and the cost of each item. Please attach a separate sheet if additional space is required.

| Category             | Details | CORDA Request (\$) | Applicant Contribution (\$) | Other Funding Source (\$) | Total (\$) |
|----------------------|---------|--------------------|-----------------------------|---------------------------|------------|
| Equipment            |         |                    |                             |                           |            |
| Materials            |         |                    |                             |                           |            |
| Labour               |         |                    |                             |                           |            |
| Transportation       |         |                    |                             |                           |            |
| Other                |         |                    |                             |                           |            |
| Total CORDA Request: |         |                    | Project Grand Total:        |                           |            |

**Part 5: Supporting Documents.** All applications must include supporting documents to be considered complete. All supporting documentation must be provided when submitting the application form. Applications without required supporting documents will not be considered for approval. It is recommended applicants submit additional supporting documents, depending upon type of project.

Check the attachments included with the application.

**Required for all Applications:**

☐ Supplier Quotes for all proposed expenditures

☐ A demonstration of community support by either a letter from Chief, a member of Council or a senior staff member such as the Band Administrator, or a Band Council Resolution (BCR)

**Recommended additional supporting documents:**

- ☐ A letter of support from an appropriate administering agency such as the Ministry of Natural Resources and Forestry
- ☐ Map(s)
- ☐ Photograph(s)
- ☐ Any licenses required (such as hunting, trapping or fishing licenses)
- ☐ Additional supporting documents such as a Community Economic Development Plan, Feasibility Study, or Business Plan
- ☐ Other documents: Please specify:

**Use of Personal Information**

Personal information on this form is obtained under the authority of Section 13.1 (1) of the Ministry of Natural Resources Act, Section 8, R.S.O. 1978. The information submitted in this application is for the purpose of assessment of the applicant's request for funds under the CORDA program. The financial and technical information will be used for the purpose of determining eligibility of the application to have a program designated, for financial assistance and the amount of such assistance, for audit purposes and for project summary review. Questions or concerns regarding use of personal information should be directed to Chair, Canada Ontario Resource Development Agreement, c/o Ministry of Natural Resources and Forestry, Integration Branch, 300 Water Street, 5<sup>th</sup> Floor, South Tower, Peterborough, ON K9J 8M5 or by phone at (705) 755-5274.

- ☐ I consent to the publishing of my name, funding and project description in the 2018-2019 CORDA Annual Report to be distributed to government partners and the public.

**Declaration**

I declare that I am a First Nation member or an official of a First Nation organization or a Treaty organization in Ontario and that the information in this application for a Canada Ontario Resource Development Grant is true, correct and complete in every respect. I hereby authorize the CORDA Committee through his/her representatives to make such enquiries, undertaking such discussions and share such information with other public and private agencies with respect to my application as she/he may in his/her discretion deem necessary for the evaluation and assessment of the proposal.

Applicant Signature(s)

Name and Title (please print clearly)

Date