



BC CAPACITY INITIATIVE PROPOSAL APPLICATION

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Office Use Only: BCCI 2223 -

A. Applicant Information

First Nation or Organization Name

Mailing Address (Number/Street/Apartment/P.O. Box)

City/Town	Province/Territory	Postal Code
Telephone Number	Extension	Email Address

Primary Contact - Project Manager (required)

Given Name	Family Name	Title/Position
Telephone Number	Extension	Email Address

Secondary Contact (required)

Given Name	Family Name	Title/Position
Telephone Number	Extension	Email Address

B. Project Information

Project Title

Project Summary (approximately 110 words)

Briefly outline what the project intends to accomplish. Include a defined purpose, project objectives and outcomes.

Project Start Date (YYYYMMDD)	Project End Date (YYYYMMDD)	BCCI Funding Requested (\$)
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Is this a Regional Project? Yes No If "Yes", indicate the recipient of this project if funded ►



BC Capacity Initiative Project Categories: Select 1-2 categories that applies to your project from the list below

- Planning Capacity Information Capacity Operational and Organizational Capacity
- Cultural Capacity Other Capacity:

Project Description

1. Connection to Negotiations

Explain how this project will prepare the First Nation to negotiate treaties, agreements and other constructive arrangements relating to Section 35 rights. Provide examples of project outcomes.

2. Connection to a Long Term Plan

Explain how this project links to a long-term plan for your community. Please highlight the relevant sections of this plan. If your community does not have a long term plan, and the purpose of your proposal is to develop a long term plan, please explain that here.

3. Community Engagement

Describe how the wider community will be engaged in this project.

4. Knowledge Transfer

Identify how knowledge will be transferred into the community through this project. If training is provided, indicate the training provider, cost, and number of trainees for each type of training (include in Budget table).

5. Connection to Past Projects

If relevant, list any connections between this project and past projects, and explain how this project will build on these past projects.

C. Work Plan

Activity (brief description)	Human Resources (individual responsible for ensuring this task is completed)	Cost Estimate (BCCI \$)
Activity Start Date (YYYYMMDD)	Activity End Date (YYYYMMDD)	Number of Days

Deliverables

Will this activity result in deliverables? Yes No

Deliverables (brief description)



D. Budget Summary

The Budget Summary shows amounts budgeted for project expenditures, grouped by Cost Category, e.g. Project Administration, Honoraria, etc. This table is on the last page of this form. This table includes contributions made by the BC Capacity Initiative, the Applicant (cash/in-kind) and Partners (cash/in-kind).

- Enter all budget items for each Cost Category that is applicable to your project directly into the table.
- Add a new row (click [+] on the left side) for each additional item and budget breakdowns.

Partners (Attach letter of support for each partner)

Will partners be involved in this project? Yes No

Note: Enter each Partner's contribution details in the Partners section of the Budget Summary table on the last page.

Organization Name	Contact Name	Telephone Number	Submission Method

E. Required Documents

Your application package must include the following (check when completed):

- Resolution from the applicant (i.e. a Current Band Council or Tribal Council Resolution); or, First Nations Organizations must provide a Certificate of Incorporation, a signed Resolution, and Band Council Resolutions from each First Nation benefitting in or participating in the project.
- Letters of support from partners contributing financially or in-kind to this project. Amount must be identified in the letter.
- Quotes from each participating consultant or estimates for similar tasks.
- A completed BCCI Application form.
- Relevant sections of the long-term plan that the project links to (not necessary for projects that are developing a new long-term plan).

Declaration

The information provided is accurate to the best of my knowledge.

Given Name		Family Name	
Title			Date (YYYYMMDD)

Submitting Your Proposal

- Email all BC Capacity Initiative Proposal Application documents to bccdcapacity@sac-isc.gc.ca.
- If there are large attachments, email them separately and clearly link all emails to the same application.
- Maximum size of attachment that is acceptable is 5 MB.
- An automatic email confirmation will be sent back to the sender of the email upon receipt.
- If you are having difficulty in emailing your attachments, or have not received an email confirmation after submitting your application, please contact BCCI at (604) 679-0652 or bccdcapacity@sac-isc.gc.ca.



Budget Summary Table - BCCI Funding

Source	BCCI Funding					
	Name/Title	Description	Rate or Cost (\$)	Unit	Quantity	Cash Total (\$)
Cost Category						
Project Administration (Max 10% BCCI \$)						
Honoraria						
Capital Acquisitions (Max 6% BCCI \$)						
Project Supplies and Materials						
Employees						
Salaries and Benefits						
Travel Expenses						
Consultants						
Fees						
Travel and Other Expenses						
Other Costs						
Other Expenditures						
BCCI Funding Request Total:						



Budget Summary Table - Applicant and Partners Contributions

Source	Applicant			Partner(s)		
	Description	Cash (\$)	In-Kind (\$)	Description	Cash (\$)	In-Kind (\$)
Cost Category						
	Project Administration					
	Honoraria					
	Capital Acquisitions					
	Project Supplies and Materials					
Employees						
	Salaries and Benefits					
	Travel Expenses					
Consultants						
	Fees					
	Travel and Other Expenses					
Other Costs						
	Other Expenditures					
Applicant Contribution Total:				Partners Contribution Total:		