

**Naicatchewenin First Nation
Heritage Fund
Administered by NDC LP**

Application Package



Revised: June 2023

Naicatchewenin First Nation Heritage Fund

Applications will be available to be picked up at the NDC Head Office or will be able to be printed off the Naicatchewenin First Nation website at: www.naicatcheweninfirstnation.ca

Information on the First Nation Heritage Fund

Naicatchewenin First Nation Chief & Council set up this fund from earnings from investments. The fund is meant to encourage Registered Naicatchewenin First Nation Band Members to obtain assistance for a number of activities, expenditures, or investments. The current budget is set at \$150,000 per year, dependent upon the status of income from investments.

NEW

The fund typically requires some investment by the individual (with a few exceptions). The fund has changed some of the categories to provide for faster approval and only the need to provide receipts for the various programs and not pre-approval. This does not mean that everyone will be provided funding. If the fund has run out of funding, applications will be turned down.

A limit of \$3000 per person per year for all funding under the Heritage Fund is applied. Economic Development and Home Equity is excluded from this value.

There may be a requirement to cap certain programs or increase budgets in priority areas that the Heritage Fund Committee deems essential. If there are budgets per area identified, this will be provided in writing to the community as these decisions occur. (e.g., At the end of a year there are quite a few requests for health, but all money was spent. The next year, the Committee may set a budget for Health and reduce the overall budget for other areas.

Instructions for Completing your Application Form

1. *Complete the Application*

The application Form allows us to determine eligibility for support available through Naicatchewenin First Nation Heritage Fund. Therefore, it is important that you answer all questions completely; include all attachments and include any additional information that supports your proposal.

2. *Sign and Date the Application*

The application is not complete unless it is signed by the applicant, correctly completed, and all supporting documents are attached.

3. Send the Application and Supporting Documents in

Please submit the completed Application form, including attachments. Submit your application by:

In Person to: NDC Head Office (Naicatchewenin First Nation)

Email: ndcfinance@ndevcorp.ca

Mail to:

Naicatchewenin Development Corporation

Attn: Heritage Fund

PO Box 15, RR#1

Devlin, ON P0W 1C0

All applications will be reviewed on a monthly basis.

4. NDC Initial Review

Before the Heritage Committee reviews the Application an NDC Staff Member will review the application for completeness and contact you if the application is not complete or additional information is needed. Applications that are not complete will not be reviewed by the Heritage Fund Committee but once all the information is provided, they will review.

Health

Maximum funding: \$2500/application/per person per year unless otherwise noted. All items reimbursed upon receipts provided.

Eligible Items include:

- Health equipment not otherwise covered
- Necessary items required for health reason not otherwise covered
- Medical required appointments not otherwise covered
- Necessary dental requirements not otherwise covered
 - Braces can be covered up to 50% or \$2,500 per applicant. This is a one-time lifetime application per person. Confirmation of other funding (for full cost of equipment) to cover entire costs. Receipts will be reimbursed.
- Emergency Travel Assistance – The Heritage Fund will provide assistance to band members who require travel companions for medical transportation trips out of the Rainy River District. Medical appointments must be validated through

documentation and no other funding sources available for travel companion to be eligible. The travel companion need not be a band member but someone committed to getting the member to his/her appointment. Confirmation that it is not covered by other sources. **Max Funding of \$500 per person per year.**

Recreation

Adult/Youth teams: Golf/Hockey/Fishing Tournament/any other one-time event

Max funding: 50% of registration or \$250/event/team. 2 x per year (Minimum 2-person team)

Under 21 Individual Organized Seasonal Sports

Maximum funding: 50% of Registration and Equipment or \$1000/Person. 1 x per year

Both sections reimbursed upon provision of receipts.

Culture

Maximum Funding: \$250/application. 2 x per year

Eligible Items include:

- Language Programs
- Materials to make or purchase cultural items
- Traditional Practices
- Ceremonies

Reimbursed upon provision of receipts.

Education

Maximum Funding: \$2500/person/year. This will be based on the length and completion of course. Any courses must have a minimum of two (2) weeks duration. All courses must have College or University Status.

Shorter courses or workshops that are part of certification of recognized college or university will receive 50% of the costs up to \$500. 2 x per year.

Certified online courses will receive 50% or a maximum amount of \$250. 2 x per year.

Eligible Items include:

- Tuition
- Books
- Required Equipment
- Travel

Reimbursed upon provision of receipts.

Economic Development

Equal personal contributions (50%) required. Application criteria are attached as Appendix A: Economic Development.

Eligible Items include:

- Business Start-Up. Max of \$2500/person. Only one (1) application every 5 years
- Business Expansion max of \$1500/person. Only one (1) application every 5 years.

Must include detailed Business Plan.

Home Equity & Renovations

Home Equity

For Home Purchase or Build. **Maximum funding: 50% of owner's contribution up to \$7500.** Owner must present verified documentation from financial institution to receive grant. Contribution from the Heritage Fund will be held in trust with the applicant's lawyer as a payment to be paid upon completion of financing.

This section is established to empower and enable to membership to build and create personal equity through home ownership either on- or off-reserve. Pre-approval is required.

Applicants are only eligible to apply only time under this section.

Home Renovations

Maximum funding: \$5000/application with equal contributions (50%) and reimbursement only. One application every 3 years. Receipts and cancelled cheques (Payment confirmation) must be received prior to release.

For applications under the Home Renovations section, applications must be approved before any renovations can be done. Pricing must be included from contactors and suppliers.

Registered Education Savings Plan

Maximum Funding: \$500/application/year is a reimbursement ONLY

for applications under the Registered Education Savings Plan, applicants must complete the RESP application process with the financial institution of their choosing and provide supporting documentation. All minor band members will be eligible to apply under this section, with a parent/guardian setting up the RESP.

Expenditure of Annual Budget

This funding is meant to assist Naicatchewenin First Nation Band Members with the areas identified above. If funding is not available this fiscal year (April 1 to March 31), applications will have to be re-submitted in the following year. As most items are now receipt based, approval is no longer required and funding can be distributed more quickly.

Project Final Reporting

Attached items included:

- Adult Application
- Youth Application
- Appendix A: Economic Development

Adult Application Form

A. Applicant Information

Applicant Legal Name: _____

Mailing Address: _____

Phone (Residence): _____ (Cell): _____

E-Mail _____

B. Application Support Information

Status Number: _____ Copy Attached

Government issued identification with Photo: _____ Copy Attached

Type of Document with Current address: _____ Copy Attached

COPY OF ALL IDENTIFICATION DOCUMENTATION IS REQUIRED

For Statistical Information Primary Residence: On Reserve Off Reserve

C. Project Information

Applying as: An Individual Group or Department *(ALL names must be provided)*

I am seeking assistance for:

Category	Check Category
Health	
Recreation	
Culture	
Education	
Economic Development	
Home Equity	
Home Renovations	
RESP	

Title of the Project: _____

Project Background (Summary of the project including but not limited to rationale, history or philosophy, and benefits of the project)

Budget:

Please provide a detailed budget for your project, including specific line-items and costs.

A minimum of two (2) quotes for purchase/fees for services are required within a submission and must be noted in the budget with hard copies of quotes

Activity	Item	Budget
Total		
Total Project Cost:	Personal Contributions:	Amount of funding Requested:
Approached other funding source(s): <input type="checkbox"/> YES <input type="checkbox"/> NO		
Receiving funding support from additional source(s) in the amount of:		
\$ _____ SOURCE: _____		
Personal Equity Contribution: AMOUNT: \$ _____		

Third Party Payment to: _____

Support Documentation (*List, briefly explain and attach copies. Support documentation must include but is not limited to: any correspondence relations to the project, quotes/invoices, and information relative to the project. Use of any Naicatchewenin First Nation Facilities/property require written approval which must be included in the project.*)

If you require more space, please use additional paper

Please review and check off each section to ensure your submission is complete and meets the review requirements. Once you have confirmed that all required information is included, please sign and date.

Only those applicants that contain all the required information outlined below will be reviewed.

Additional information may be requested during the review process.

Print Name: _____ Date: _____

Signature: _____

Office Use ONLY

Applicant Name	Date Received	Received by:

Youth Application Form (21 years and Under)

A. Applicant Information

Applicant Legal Name: _____

Mailing Address: _____

Phone (Residence): _____ (Cell): _____

E-Mail _____

B. Application Support Information

Status Number: _____ Copy Attached

Government issued identification with Photo: _____ Copy Attached

Type of Document with Current address: _____ Copy Attached

COPY OF ALL IDENTIFICATION DOCUMENTATION IS REQUIRED

For Statistical Information Primary Residence: On Reserve Off Reserve

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