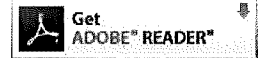


RECREATION INFRASTRUCTURE

Adobe Reader 8.0+ is required to complete this application form.

If you are using an earlier version, you will not be able to save any information you enter into the form.

Adobe Reader is a free download available at: <http://www.adobe.com/products/acrobat/readstep2.html>



✦ Please ensure documents are downloaded and saved to your computer desktop prior to entering any information. If opened and completed within your internet browser, any information entered will not be saved.



1. Project Name

Project name: Fox Mountain Trail and Parking Improvements	Has this facility and/or footprint previously received financial support from Northern Development under this program? <input checked="" type="radio"/> Yes <input type="radio"/> No
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2. Applicant Profile

Applicant organization (legal name): Williams Lake Cycling Club	Non-profit society registration number: <i>(if applicable)</i> BC Society Registration #: S0049058
Mailing address: PO Box 4394 Williams Lake, BC	Telephone: 250-267-1906
Email: puddlebike@gmail.com	Website (URL): https://www.facebook.com/williamslakecyclingclub

3. Primary Contact Information

Primary contact (for this application): Russell Bobrowski	Position/title: Vice President	
Email: 	Primary Phone Number: 	Secondary Phone Number:

4. Project Location and Resolution

Appropriate jurisdiction the project is located within: <input checked="" type="radio"/> Municipality (city, town, village or regional district): <input type="radio"/> First Nation reserve:	Name of the appropriate local government or First Nations Band providing the resolution of support: If regional district, electoral area: D
Has the resolution of support been secured? ✦ Refer to the <u>Application Guide</u> for sample resolution wording.	
<input type="radio"/> Yes; attached to application	<input type="radio"/> No; date resolution of support is expected to be secured:

5. Project Timeline

Stage of project: Forecasted project start date	Scheduled date (dd-mmm-yyyy): 04/01/22
Forecasted project completion date	11/30/22

6. Project Overview

Will the applicant own and operate the asset? <input checked="" type="radio"/> Yes <input type="radio"/> No ✦ If the property/building is not owned by the applicant, please provide evidence of control (i.e. lease agreement for five years or more).
Indicate the physical condition of the asset before investment. ✦ Before photos required. <input type="radio"/> N/A <input type="radio"/> Very poor <input type="radio"/> Poor <input checked="" type="radio"/> Fair <input type="radio"/> Good <input type="radio"/> Very good
Enter a brief description of the project, including the scope and objective/outcome: <p>The first component of this project looks to build on an approved and ongoing project funded by the Government of British Columbia through the Community Economic Recovery Infrastructure Program (CERIP) which is constructing a machine built downhill mountain biking trail and an improved uphill route within the legally-established Fox Mountain Trail Network. The CERIP project is approximately 80% completed, however available funds will leave the uphill route with many sections of moderate to advanced difficulty, which will dissuade many riders from pedaling back up to the top of the network given there is an existing option to be transported back up to the top via cars or trucks. The proposed NDIIT investment will put more work into the climb route to reduce difficulty and improve way-finding which will increase the numbers of riders pedaling rather than driving to the top of the network. The proposed work is described in detail in the attached work plan (Fox Mountain Trail Improvement Project: Proposed 2022 Works.doc), and is quoted to cost \$74,663.51 of which \$51,665.72 is requested from NDIIT</p> <p>A second component of the project looks to build a parking lot on the northern portion of the Fox Mountain Trail Network to make the already popular uphill and downhill trails on this side of the network more accessible and safer. A design and cost estimate are attached. The parking lot is estimated to cost \$30,500, of which \$20,000 is requested from NDIIT.</p> <p>The Williams Lake Cycling Club has a long-standing agreement with the Province of British Columbia (Recreation Sites and Trails) and trails in this proposal are included in this agreement. The proposed parking area is on land managed by the Ministry of Transportation and permits and approvals are in process. WLCC does not have sufficient existing funds to pay for the project and is requesting funds prior to complicating 25% of the project, if approved.</p>

Explain the rationale for the project:

Williams Lake is surrounded by one of the provinces largest trail networks and is a key element for the community to attract and retain people as described in the Gold Rush Trail Destination Development Strategy, however the desirable machine-built trails are mostly lacking in the network. The trails surrounding Williams Lake reached all time highs for usage in 2020 and 2021 during the COVID-19 pandemic. Williams Lake remains an attractive mountain biking destination which has resulted in increased tourism in recent years, however there is still tremendous room for growth. The larger project (downhill machine built trail, improved uphill route and parking lot) should provide a show-case recreational amenity to attract tourists and retain residents. The parking lot will also make the trail network more accessible and increase safety and use. The site of the proposed project is accessible from Williams Lake city limits and the rural community of Fox Mountain. The trail network links to Williams Lake First Nation and two other First Nations communities (Deep Creek, Soda Creek) are within 30km. Williams Lake relies on a resource-based economy (logging and mining) and economic diversification (mountain bike tourism) is going to be important given major (up to 50%) short-term (within 1-5 years) reductions are anticipated in these industries.

7. Strategic Factors

Fill out all that are applicable. The following strategic factors will be considered in the application assessment.

Describe how the ongoing operating and maintenance of the new or improved asset will be managed over its life-span, paid for, and by whom:

WLCC pays for trail maintenance of trails annually using funds from the Fee for Service Agreement with the Cariboo Regional District which is approved for years 2022-2024. WLCC also hosts volunteer trail maintenance days and this would be the preferred route with leadership from paid trail builders. The parking lot will be managed and maintained by Recreation Sites and Trails BC through written agreement with MOTI and WLCC

Describe how the completion of the project will result in reduced operation, maintenance and related costs over the life-cycle of the asset:

N/A: The site will require maintenance, but WLCC currently has systems in place to perform necessary works

Describe how the completion of the project will result in a reduced environmental footprint:

Having riders pedal back up to the top of the trail network will reduce vehicle emissions.

What systems, policies or practices are in place to ensure that funds to replace the asset at the end of its life will be available? *This must be demonstrated by a supporting document (e.g. Asset Management Plan). Please identify where in the document this can be found.*

N/A: The site will require maintenance, but WLCC currently has systems and funds in place to perform necessary works over the next three years. Funding requests are planned to ensure trail maintenance continues over the long term (10 plus years)

How is the project aligned with the long-term plans/vision of the community that can be demonstrated by a supporting document (e.g. Official Community Plan)? *Please identify where in the document this can be found.*

Mountain bike trail network construction and maintenance in Williams Lake has been funded and remains a priority for the City of Williams Lake (<http://www.williamslake.ca/181/Mountain-Biking>), the Cariboo Regional District (Gold Rush Trail Destination Development Strategy, <https://www.cariboord.ca/en/business-and-development/outdoor-adventure.aspx>), and the Government of British Columbia (<https://www.mountainbikingbc.ca>)

Describe any health and safety concerns the completion of this project will alleviate:

Safety concerns associated with mountain biking will be mitigated through construction by using rounded dirt features and avoiding trail intersections and through signage by posting emergency muster points for safe egress of injured persons. The parking lot was designed by an established contractor and approved by government agencies (Ministry of Transportation).

Describe any accessibility concerns the completion of this project will alleviate:

The larger project (downhill flow trail and uphill climbing route) will provide a fun, easier trail for beginner or intermediate riders. This project will make mountain biking more accessible for entry-level riders which will hopefully lead to more riders using the other 200km+ of trails surrounding the community. The proposed parking lot will increase accessibility and safety significantly and should result in increased ridership.

If any market research or a business case been completed, summarize the results:

Please attach the supporting document(s).

Mountain biking is amongst the fastest growing outdoor recreation activities in British Columbia. The sport has significant economic implications to the community of Williams Lake from both traveling and resident riders.

Describe how the project will support resident/workforce attraction and retention:

Employment of up to three trail builders from April 2022 to November 2022. By increasing tourism, this project will result in indirect employment of service-industry staff beginning in 2022 and lasting for decades. Also, by improving an already popular/high-quality recreational amenity, the community of Williams Lake should be more attractive to people thinking of relocating to the community and more able to retain people once they do move to the community.

How does the project result in the preservation/creation of an amenity that serves multiple uses?

Fox Mountain is a non-motorized (hiking, biking, equestrian) trail network managed co-operatively by the WLCC and Recreation Sites and Trails BC that is accessible from the City of Williams Lake. The proposed project will significantly increase the value of the amenity.

8. Mandatory Key Deliverables

Current employment (baseline)

Nature of positions:	Number of existing positions:	Hours of employment per week (average):	Total person months employed annually (average):
Direct permanent full-time jobs:	0	35+ hours/week	12 months/year
Direct permanent part-time jobs:	0	0 hours/week	12 months/year
Direct permanent seasonal jobs:	1	5 hours/week	7 months/year

New employment

✦ The applicant will be required to report on jobs after project completion to demonstrate the direct economic benefits of the project.

Nature of positions:	Number of new positions to be created:	Hours of employment per week (average):	Total person months of employment to be created (average):	Position(s)/title(s):
Direct permanent full-time jobs:	0	35+ hours/week	12 months/year	
Direct permanent part-time jobs:	0	0 hours/week	12 months/year	
Direct permanent seasonal jobs:	0	0 hours/week	0 months/year	
TOTAL PROPOSED PERMANENT FULL-TIME EQUIVALENT (FTE) JOB CREATION: ✦ Full-time equivalent (FTE) job creation is aggregated from information provided above. 1.0 FTE is equal to 1 new position working 35 hours/week for 12 months/year.				
Direct temporary jobs: (construction and/or consulting)	2	10 hours/week	5 months/year	Trail builder

Revenue generation

✦ The applicant will be required to report on revenues after project completion to demonstrate the direct economic benefits of the project.

Current annual revenues:	Projected annual revenues:	
	Year 1:	Year 2:
\$ 3,000	\$ 3,900	\$ 4,800
INCREASED REVENUE EXPECTED OVER TWO YEARS: Increased revenue expected is the sum of the projected annual revenues for the two years after the project minus the current annual revenues.		\$ 2,700
Describe how the completion of this project influences your revenue projections: This project should result in increased membership from current levels of ~\$3,000. Memberships cost approximately \$30/person and prior years increases have been 30 memberships/year. We plan to see this growth continue as a minimum. Also note WLCC has been more active in trail maintenance and construction the over the past 5 years. thanks to funding from NDI, BC Gov, and the CRD		

9. Additional Key Deliverables

✦ Complete a minimum of two key deliverables sections. The applicant will be required to report on these after project completion to demonstrate the success and benefits of the project.

Facility traffic

Current annual traffic level:	Projected annual traffic level:	
	Year 1:	Year 2:
1,500	5,000	6,000
Describe how the project will result in increased usage of the facility upon its completion: The existing trails used in this project receive approximately 1,500 rides per year. After construction, the trails are anticipated to receive at least 25 rides per day, similar to the amount observed on Foxfire, with use increasing each year.		
Describe how the applicant will track this information to ensure the accuracy of key deliverables reporting: Partner with Recreation Sites and Trails BC to have traffic counters installed. This has been done in the past.		

Number of operating hours

Current operating hours annually:	Projected operating hours annually:	
	Year 1:	Year 2:
Describe how the project will result in increased availability of the facility: The trails included in this proposal are open year round		
Describe how the applicant will track this information to ensure the accuracy of key deliverables reporting:		

Number of programs offered by the applicant

Current # of programs offered annually:	Projected # of programs offered annually:	
	Year 1:	Year 2:
Describe how the project will result in increased number or programs offered by the applicant: WLCC hosts group rides on Wednesday and Friday Nights during the riding season (March/April to November/December), which are planned to continue.		
Describe how the applicant will track this information to ensure the accuracy of key deliverables reporting:		

RECREATION INFRASTRUCTURE

APPLICATION FORM

Rentals, events and tournaments at the facility

Current # of rentals, events and/or tournaments hosted at the facility annually:	Projected # of rentals, events and/or tournaments annually:	
	Year 1:	Year 2:
0	1	1
Describe how the project will result in increased rental, events and tournaments hosted at the facility upon project completion: WLCC currently owns a high-quality timing system to host mountain bike races. Due to COVID, the club has not yet hosted a race, but there is enthusiasm to host a race in 2022. The proposed parking lot would be the ideal location to host a race. There are both climbing and downhill trails accessible from the proposed parking area that are favorable to being used for racing (older established single track will erode less than newer trails).		
Describe how the applicant will track this information to ensure the accuracy of key deliverables reporting: WLCC can document each race hosted.		

Membership

Current # of annual memberships:	Projected # of annual memberships:	
	Year 1:	Year 2:
229	260	290
Describe how the project will result in increased membership to the applicant organization: This project will improve trails and access in the Williams Lake Network which should increase ridership and membership.		
Describe how the applicant will track this information to ensure the accuracy of key deliverables reporting: We use electronic membership forms and annual memberships #'s are tracked for at least the prior five years.		

User satisfaction

Current overall user satisfaction level:	Projected overall user satisfaction level:	
	Year 1:	Year 2:
Describe how the project will result in improved user satisfaction: Not currently tracked		
Describe how the applicant will track this information to ensure the accuracy of key deliverables reporting:		

10. Project Budget, Funding Request, and Funding %

✦ Complete this section if the eligible budget \$200,000 or less.

Eligible project budget (as per Project Budget Template):	Funding request (grant):	Requested funding %:
\$ 105,563.00	\$ 72,056	% 68.26
✦ Applicants are required to use the <u>Project Budget Template</u> .	✦ Maximum \$100,000.	✦ Maximum 70%.

✦ Complete this section if the eligible budget greater than \$200,000.

Eligible project budget (as per Project Budget Template):	Funding request (grant):	Requested funding %:
\$	\$	%
✦ Applicants are required to use the <u>Project Budget Template</u> .	✦ Maximum \$300,000.	✦ Maximum 50%.

11. Other Funding Sources

Funding source: ✦ Do not use acronyms.	Amount (\$):	Identify funding terms:	Identify funding confirmation:
Community Economic Recovery Infrastructure Program	\$23,007.79	Applicant contribution	<input checked="" type="checkbox"/> Approval letter attached <input checked="" type="checkbox"/> Date approval expected:
Cariboo Regional District (Contribution for parking lot)	\$ 10,500.00	<input checked="" type="radio"/> Grant <input type="radio"/> Loan <input type="radio"/> Other:	<input checked="" type="radio"/> Approval letter attached <input type="radio"/> Date approval expected:
	\$	<input type="radio"/> Grant <input type="radio"/> Loan <input type="radio"/> Other:	<input type="radio"/> Approval letter attached <input type="radio"/> Date approval expected:
	\$	<input type="radio"/> Grant <input type="radio"/> Loan <input type="radio"/> Other:	<input type="radio"/> Approval letter attached <input type="radio"/> Date approval expected:
	\$	<input type="radio"/> Grant <input type="radio"/> Loan <input type="radio"/> Other:	<input type="radio"/> Approval letter attached <input type="radio"/> Date approval expected:
	\$	<input type="radio"/> Grant <input type="radio"/> Loan <input type="radio"/> Other:	<input type="radio"/> Approval letter attached <input type="radio"/> Date approval expected:
	\$	<input type="radio"/> Grant <input type="radio"/> Loan <input type="radio"/> Other:	<input type="radio"/> Approval letter attached <input type="radio"/> Date approval expected:
TOTAL OTHER FUNDING:	\$ 33,507.79	TOTAL PROJECT FUNDING:	\$ 105,563.51 (Northern Development + Other Sources)
✦ Eligible project budget must match total project funding ✦			

12. **Attachments** Check all documents that are applicable and attached to this application:

Document name:	
<input type="checkbox"/>	Detailed project budget using Northern Development's <u>Project Budget Template</u> (required; in excel format)
<input type="checkbox"/>	Detailed quotes
<input type="checkbox"/>	Funding approval confirmations (required prior to approval, except in the Northeast)
<input type="checkbox"/>	Local government or band resolution of support (required prior to the regional advisory committee meeting)
<input type="checkbox"/>	Society certificate of incorporation (required for not-for-profit applicants)
<input type="checkbox"/>	'Before' photo(s)
<input type="checkbox"/>	Most recent annual financial statements
<input type="checkbox"/>	Letters of support from community organizations
<input type="checkbox"/>	Lease agreement/or user agreement
<input type="checkbox"/>	Business case or other market research
<input type="checkbox"/>	Asset management plan
<input type="checkbox"/>	Community alignment document (OCP, council priorities, strategic plan, economic development plan etc.)
<input type="checkbox"/>	Other:
<input type="checkbox"/>	Other:
<input type="checkbox"/>	Other:
<input type="checkbox"/>	Other:
<input type="checkbox"/>	Other:

13. Authorization

- ☐ I have read and understand the Application Guide and confirm that all the required information has been completed in this form, and required attachments are being submitted.
- ☐ I understand that Northern Development has the right to discard incomplete applications.
- ☐ I confirm that the information in this application is accurate and complete, and that the project proposal, including plans and budgets, is fairly presented.
- ☐ I agree to enter into an agreement with Northern Development prior to commencing the project. Project costs incurred by the Applicant in the absence of a signed agreement are at the sole risk of the Applicant and any such costs may be considered ineligible for reimbursement.
- ☐ I agree that once funding is approved, any change to the project proposal will require prior approval of Northern Development.
- ☐ I also agree to submit reporting materials as required by Northern Development.
- ☐ I understand that the information provided in this application may be accessible under the Freedom of Information (FOI) Act.
- ☐ I agree to acknowledge funding by Northern Development, where applicable.
- ☐ I authorize Northern Development to make enquiries, 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 information provided in this application may be shared with the appropriate regional advisory committee(s), board of directors, Northern Development staff, and consultants.

Name (organization signing authority): ✦ Please type name.	Position/title:	Date:
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14. Submitting Your Application

Completed funding applications (with all required attachments) should be provided electronically to Northern Development by email to info@northerndevelopment.bc.ca.

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