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✦ 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: Upgrade Seniors Park	Has this facility and/or footprint previously received financial support from Northern Development under this program? <input type="radio"/> Yes <input checked="" type="radio"/> No
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2. Applicant Profile

Applicant organization (legal name): Cariboo Elders Building and Recreational Society	Non-profit society registration number: (if applicable) S27056
Mailing address:	Telephone: 250-395-3919
Email: [REDACTED]	Website (URL): www.creeksideseniorscentre.ca

3. Primary Contact Information

Primary contact (for this application): Elaine Saunders	Position/title: Project Co-Ordinator	
Email: [REDACTED]	Primary Phone Number: [REDACTED]	Secondary Phone Number:

4. Project Location and Resolution

Appropriate jurisdiction the project is located within:	Name of the appropriate local government or First Nations Band providing the resolution of support:
<input checked="" type="radio"/> Municipality (city, town, village or regional district):	Electoral area L If regional district, what electoral area:
<input type="radio"/> First Nation reserve:	Electoral area L
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 checked="" type="radio"/> No; date resolution of support is expected to be secured: 09/02/24

5. Project Timeline

Stage of project:	Scheduled date (dd-mmm-yyyy):
Forecasted project start date	01/06/24
Forecasted project completion date	07/30/24

6. Project Overview

Will the applicant own and operate the asset?

Yes 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.

N/A Very poor Poor Fair Good Very good

Enter a brief description of the project, including the scope and objective/outcome:

The Seniors Park, used by seniors and other community organizations for recreational and social activities, is in need of upgrading. The electrical service panel must be replaced to meet current electrical codes. The covered picnic area needs led lighting installed. The outdoor park area needs lighting, which requires installing underground service to a 25 foot pole with two yard lights. The washrooms need renovation including replacing low profile toilets, moving exposed plumbing into the wall, replacing sinks and urinal, painting walls, floor and exterior door, and replacing two outdoor lights. The objective is to make the park a more user friendly and safer environment for seniors recreational activity.

Please explain why your project is needed in your community.

The seniors park is a gathering place for recreation for the seniors in our community. The park is also a source of revenue to help pay operational costs of the seniors centre building (Creekside Seniors Centre) in the town of 100 Mile House. The installation of proper lighting in the park will allow for the safe use of the park 24 hours a day, for both our member seniors and the community organizations which rent the park on a weekend or weekly basis.

7. Strategic Factors

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

<p>Does the project create space(s) that offer ancillary uses that will generate revenues for the applicant? If so, please explain</p> <p>The installation of proper lighting will enable the park to be rented to other community organizations on a 24 hour basis (weekends/weekly).</p>
<p>If any market research or a business case been completed, summarize the results:</p> <p><i>This must be demonstrated by attaching the relevant supporting document.</i></p> <p>n/a</p>
<p>Will the project foster cultural awareness and contributes to inclusivity? if so, please explain</p> <p>Replacing of the low profile toilets in the washrooms to a higher profile ones will give our physically disabled seniors safer access.</p>
<p>Will this project enhance the physical appearance, character, or natural environment in the community? If so, please explain</p>
<p>Will the completion of the project will result in reduced operation, maintenance and related costs over the life-cycle of the asset? If so, please explain</p>

<p>What, if any systems, policies or practices are in place to ensure that funds to replace the asset at the end of its life will be available? <i>This must be demonstrated by attaching the relevant supporting document (e.g. Asset Management Plan).</i></p>
<p>If the project is aligned with the long-term plans/vision of the community, please explain how. <i>This must be demonstrated by attaching the relevant supporting document (e.g. OCP)</i></p>
<p>Describe any accessibility concerns the completion of this project will alleviate: Installation of proper lighting will allow for safer access at night. The installation of higher profile toilets will allow for safe usage by seniors with physical limitations.</p>
<p>Describe any health and safety concerns the completion of this project will alleviate: As described above.</p>
<p>If the project will support resident/workforce attraction and retention, please explain how.</p>
<p>How does the project result in the preservation/creation of an amenity that serves multiple uses? The renovation of the washrooms will serve to help preserve and lengthen their life.</p>

8. Project Budget, Funding Request, and Funding %

Eligible project budget (<i>as per Project Budget Template</i>):	Funding request (grant):	Requested funding %:
\$ 16,493.20	\$ 11,493	% 69.68
✦ Applicants are required to use the Project Budget Template .	✦ Maximum \$30,000.	✦ Maximum 70%.

9. Other Funding Sources

Funding source: ✦ <i>Do not use acronyms.</i>	Amount (\$):	Identify funding terms:	Identify funding confirmation:
	\$	Applicant contribution	<input type="checkbox"/> Approval letter attached <input type="checkbox"/> Date approval expected:
South Cariboo Community Enhancement Foundation	\$5,000.00	<input checked="" type="radio"/> Grant <input type="radio"/> Loan <input type="radio"/> Other:	<input type="radio"/> Approval letter attached <input checked="" type="radio"/> Date approval expected: Feb 20, 2024
	\$	<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:	\$ 5,000.00	TOTAL PROJECT FUNDING:	\$ 16,493.20 (Northern Development + Other Sources)
✦ Eligible project budget must match total project funding ✦			

10. Attachments

Check all documents that are applicable and attached to this application:

Document name:
<input checked="" type="checkbox"/> Detailed project budget using Northern Development's <u>Project Budget Template</u> (required; in excel format)
<input checked="" type="checkbox"/> Detailed quotes
<input checked="" type="checkbox"/> Funding approval confirmations (required prior to approval, except in the Northeast)
<input checked="" type="checkbox"/> Local government or band resolution of support (required prior to the regional advisory committee meeting)
<input checked="" type="checkbox"/> Society certificate of incorporation (required for not-for-profit applicants)
<input checked="" type="checkbox"/> 'Before' photo(s)
<input checked="" 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:

11. 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. Elaine Saunders	Position/title: Project Manager/Director	Date: January 25, 2024
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12. 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.

