NORTHERN DEVELOPMENT INITIATIVE TRUST

COMMUNITY PLACES

APPLICATION FORM

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1. Project Name

Project name:	Has this facility and/or footprint previously received financial support from Northern Development under this program?
108 Community Hall Energy Efficiency Siding Replacement	○ Yes ◉ No

2. Applicant Profile

Applicant organization (legal name):	Non-profit society registration number: *(if applicable)*
108 Mile Ranch Community Association	S0010964
Mailing address: Box 85, 108 Mile Ranch, BC V0K 2Z0	Telephone: 250-791-5599
Email: 108rca@gmail.com	Website (URL): www.108ranch.com

3. Primary Contact Information

Primary contact (for this application):	Position/title:	
Michele Spence	President	
Email: 108rca@gmail.com	Primary Phone Number: [redacted]	Secondary Phone Number: [redacted]

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:
(●) Municipality (city, town, village or regional district):	If regional district, what electoral area: G
( ) First Nation reserve:	
Has the resolution of support been secured? ✦ *Refer to the Application Guide for sample resolution wording.*	
( ) **Yes**; attached to application	(●) **No**; date resolution of support is expected to be secured: 02/28/24

5. Project Timeline

Stage of project:	Scheduled date *(dd-mmm-yyyy)*:
Forecasted project start date	04/01/24
Forecasted project completion date	05/31/24

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 project is to achieve two outcomes - replace the weathered and damaged siding before the building envelope is seriously compromised and to improve the insulation efficiency of the building. The building was completed in 1986 and utilized plywood as the siding. The plywood has become dried out and it lifting from the building creating entry points for rain and snow which may have compromised the integrity of the building envelope to be breached which can create health issues for occupants and migration of water into other areas of the building.

The project will include: Phase 1 - investigation of the compromised sections of the siding including removing the plywood and insulation as required. All damaged areas and surfaces will be replaced. Removal of all fascia and trim will be completed during this phase. Phase 2 - installation of insulation to be strapped to the existing siding to decrease the cost of the project. Phase 3 - installation of new metal siding, fascia and trim.

The objective is to ensure the building is well insulated, protected from the elements, has a secure building envelope to ensure occupant health, and siding which is low maintenance and has a greater expected life span (warranty on metal siding is 30 years).

To be noted, the CRD has assisted in securing a grant for the Energy Efficiency portion of this project. Please see details in budget.

Please explain why your project is needed in your community.

This is the community hall for the 108 Mile Ranch and adjacent areas. The hall is used for community events, programs that enrich the community, and there have been initial conversations with Better at Home about utilizing the kitchen at the hall to support their food insecurity program which services residents of our community.

At this time the infrastructure of the hall is in need of significant repairs and maintenance but the siding and building envelope have been identified as the most critical project to address. The board is intent on addressing these issues to mitigate further damage and increased costs if this project is not completed as soon as weather permits.

7. Strategic Factors

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

Does the project create space(s) that offer ancillary uses that will generate revenues for the applicant? If so, please explain

No

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

This must be demonstrated by attaching the relevant supporting document.

None

Will the project foster cultural awareness and contributes to inclusivity? if so, please explain

No

Will this project enhance the physical appearance, character, or natural environment in the community? If so, please explain

The building exterior is the original plywood siding and the appearance of the building is not very inviting. The recommendation for the new siding is to utilize a combination of colour and wood grained to reflect the cariboo lifestyle while being a long term, low maintenance option for the community.

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

The new siding has a 30 year warranty on the finish which will remove the need for constant painting to maintain the surface. The building design did not take into consideration the challenge and cost in this need to paint one side of the buildng every year and this has contributed to the decline in the maintenance.

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?

This must be demonstrated by attaching the relevant supporting document (e.g. Asset Management Plan).

The Community Association has been in the midst of a major review and restructuring of the bylaws, policies and procedures and management of the community hall. This includes a Capital Expenditure document which lists all components of the community hall infrastructure, date of original installations, length of life, cost of replacement and projected timelines. This document is attached.

If the project is aligned with the long-term plans/vision of the community, please explain how.

This must be demonstrated by attaching the relevant supporting document (e.g. OCP)

The 108 Community Hall is the gathering place of the community and it is the intention of the board and supporting committees to include the community in continuing discussions and planning on how to utilize the hall in a way that provides benefit to all through targeted programs for children and youth, family events, adult lifestyle classes and support services including meals for our senior population.

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

None

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

The biggest concern right now is the rain / snow breaching the gaps in the siding and damaging the bulding envelope and creating potential health issues with the introduction of mold into the building.

If the project will support resident/workforce attraction and retention, please explain how.

The board has secured three quotes for this project and all three of the contractors are local to the area. The preferred contractor has included in his quote the opportunity for community volunteers to assist in those tasks that do not create a workplace safety issue. If additional workers are required, we will be contacting the local BC branch for placing appropriate workers with a project.

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

The restoration / replacement of the siding will ensure that the community hall can continue to operate its programs, events and opportunities for support services that will benefit our community members.

8. Project Budget, Funding Request, and Funding %

Eligible project budget *(as per Project Budget Template)*:	Funding request (grant):	Requested funding %:
$ 82,100.00	$ 30,000	%
✦ Applicants are required to use the Project Budget Template.	✦ Maximum $30,000.	✦ Maximum 70%.

9. Other Funding Sources

Funding source: ✦ *Do not use acronyms.*	Amount ($):	Identify funding terms:	Identify funding confirmation:
108 Mile Ranch Community Association	$6,000.00	Applicant contribution	☑ Approval letter attached ☑ Date approval expected: 01/feb/24
Cariboo Regional District - Energy Efficiency Grant	$45,000.00	◉ Grant ○ Loan ○ Other: Cariboo Regiona	◉ Approval letter attached ○ Date approval expected:
	$	◉ Grant ○ Loan ○ Other:	○ Approval letter attached ◉ Date approval expected:
	$	○ Grant ○ Loan ○ Other:	○ Approval letter attached ○ Date approval expected:
	$	○ Grant ○ Loan ○ Other:	○ Approval letter attached ○ Date approval expected:
	$	○ Grant ○ Loan ○ Other:	○ Approval letter attached ○ Date approval expected:
TOTAL OTHER FUNDING:	$ 51,000.00	**TOTAL PROJECT FUNDING:** (Northern Development + Other Sources)	$ 81,000.00
		✦ Eligible project budget must match total project funding ✦	

10. Attachments

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

Document name:
☑ Detailed project budget using Northern Development's Project Budget Template *(required; in excel format)*
☑ Detailed quotes
☑ Funding approval confirmations *(required prior to approval, except in the Northeast)*
☑ Local government or band resolution of support *(required prior to the regional advisory committee meeting)*
☑ Society certificate of incorporation *(required for not-for-profit applicants)*
☑ 'Before' photo(s)
☑ Most recent annual financial statements
☐ Letters of support from community organizations
☐ Lease agreement/or user agreement
☐ Business case or other market research
☑ Asset management plan
☐ Community alignment document (OCP, council priorities, strategic plan, economic development plan etc.)
☐ Other:
☐ Other:
☐ Other:
☐ Other:
☐ 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.*	Position/title:	Date:
Michele Spence	President	January 30, 2024

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.*