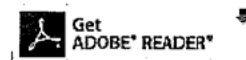


Adobe Reader 8.0+ is required to complete this application form.

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: Alexis Creek Community Hall Upgrade	Has this facility and/or footprint previously received financial support from Northern Development under this program? ☐ Yes ☒ No
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2. Applicant Profile

Applicant organization (legal name): Alexis Creek Community Club	Non-profit society registration number: (if applicable) S0005574
Mailing address: Box 453, 2060 Stum Lake Rd., Alexis Creek, BC V0L 1A0	Telephone: 250-394-7261
Email: alexiscreekcommunityclub@gmail.com	Website (URL): https://www.facebook.com/profile.php?id=100064580660472

3. Primary Contact Information

Primary contact (for this application): MJ Davies	Position/title: President	
Email: [REDACTED]	Primary Phone Number: [REDACTED]	Secondary Phone Number:



4. Project Location and Resolution

Appropriate jurisdiction the project is located within: ☒ Municipality (city, town, village or regional district):	Name of the appropriate local government or First Nations Band providing the resolution of support: CRD If regional district, what electoral area: Electoral Area K
☐ First Nation reserve:	CRD
Has the resolution of support been secured? ★ Refer to the <u>Application Guide</u> for sample resolution wording.	
☐ Yes; attached to application	☐ No; date resolution of support is expected to be secured:

5. Project Timeline

Stage of project:	Scheduled date (dd-mmm-yyyy):
Forecasted project start date	06/01/24
Forecasted project completion date	12/31/24

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 current community centre has no soundproofing in the building or insulation in the loft/upper level. The scope of the project includes soundproofing the main hall, providing some sound and dividers and to insulate the loft/upper level. The objectives are as follows: 1. The soundproofing and dividers will allow for less echoing in the space and provide the opportunity to host multiple groups/programs at the same time, leading to increased in renting the space, increased revenue and better experience of the users of the venue. 2. The installation of insulation in the loft/upper level of the hall will result in less heat loss and a reduction in hydro costs to maintain a comfortable temperature level in the venue. There have been complaints in the past due issues of cold in the hall. This upgrade will remedy this issue and result in an increase of use and ultimate revenue for the association from increase programming and rentals.

Please explain why your project is needed in your community.

The Alexis Creek Community Centre is the only location in the community that can accommodate groups of people for programs, sporting and fundraising events, local indoor weddings, and external school events.

The building has been utilized for many years, but needs upgrades - heating and sound proofing are both major issues that can be easily rectified with financial support, and will allow for a better chance for potential revenue for growing and continuing programs and rental opportunities.

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

The project will increase the physical comfort level of the users of the community hall and will extend the use of the building. The added insulation will result in much higher rates of use during non-summer seasons. It will also result in reduced heating costs, decreasing operating expenses.

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

This must be demonstrated by attaching the relevant supporting document.

n/a

Will the project foster cultural awareness and contribute to inclusivity? If so, please explain

The project will make the venue more comfortable and welcoming for young children and elders and will provide a better space for multi-cultural and artistic programming in the hall. It will be better equipped to support all generations of families to engage in programs.

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

The project addresses internal aspects of the hall, and will not affect outside physical appearance beyond adding character to the inside of the building.

Will the completion of the project result in reduced operation, maintenance and related costs over the life-cycle of the asset? If so, please explain

The completion of the project will result in lower heating costs over the short and long term for the community hall. The building currently lacks insulation in the loft, and rectifying this would be a very substantial upgrade.

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 asset upgrades are permanent and will not require replacement, except for occasional monitoring of condition (insulation and soundproofing panels and tiles).

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)

There is no community plan for Alexis Creek, or Area K of the CRD. The project does align with the Williams Lake community plan's goals of Recreation, Arts and Culture, and a Resilient Economy

The OCP 4-5 World Class Recreation, OCP 4-7 Distinctive Arts, Culture and Heritage, and OCP 4-9 Resilient Economy are attached, along with an explanation of alignment.

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

The upgrades will increase the physical comfort of program participants and volunteers; it is currently not welcoming to young children and elders due to issues of cold from lack of insulation.

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

A better insulated and sound-proofed hall will allow for a safe gathering space for youth and families alike, reducing crime in the area. The community hall has also offered space for EOC operations and large vaccination clinics - upgrades would make the space much more pleasant. Having a cozy venue is integral for a mom and tot program, which gets very little update in winter months due to current heating challenges. The upgrades would alleviate this challenge.

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

A better insulated and sound-proofed hall will result in more rentals for large events (weddings, cultural gatherings, sports events, etc). A fully functioning community hall provides incentive for people moving to the community - space for leisure and entertainment is important in such a small and isolated community.

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

The community hall serves the local community, school students and surrounding Indigenous communities. The hall has been open and utilized since the 1960's and provides a much-needed gathering space to the community residents. The hall hosts weekly coffee drop-ins for elders, regular fundraising events, sports groups, craft programs and student programs from the local school. The upgrades are an improvement to the building and will help to prolong its life and use.

8. Project Budget, Funding Request, and Funding %

Eligible project budget (as per Project Budget Template):	Funding request (grant):	Requested funding %:
\$ 29,596.00	\$ 20,717	% 70.00
✦ Applicants are required to use the <u>Project Budget Template</u> .	✦ Maximum \$30,000.	✦ Maximum 70%.

9. Other Funding Sources

Funding source: + Do not use acronyms.	Amount (\$):	Identify funding terms:	Identify funding confirmation:
Alexis Creek Community Club	\$ 1,578.80	Applicant contribution	☒ Approval letter attached ☒ Date approval expected:
Volunteer labour - skilled 2 people for five 8-hour days	\$ 4,800.00	☐ Grant ☐ Loan ☒ Other: In-Kind	☐ Approval letter attached ☐ Date approval expected:
Volunteer labour - unskilled 4 people for five 8-hour days	\$ 2,500.00	☐ Grant ☐ Loan ☒ Other: In-kind	☐ 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: \$ 8,878.80		TOTAL PROJECT FUNDING: \$ 29,596.00 (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:	
☒	Detailed project budget using Northern Development's <u>Project Budget Template</u> (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. MJ Davies	Position/title: President, Alexis Creek Community Club	Date: April 30, 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@northernddevelopment.bc.ca.

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

