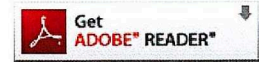


Adobe Reader 8.0+ is required to complete this application form.

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: Claymine Trails Expansion Project	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 Regional District	Non-profit society registration number: <i>(if applicable)</i>	
Mailing address: 180D North 3rd Avenue	Telephone: 250-392-3351	
Email: dcampbell@cariboord.ca	Website (URL): www.cariboord.ca	

3. Primary Contact Information

Primary contact (for this application): Darron Campbell	Position/title: Manager of Community Services	
Email: dcampbell@cariboord.ca	Primary Phone Number: 250-392-3351	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):	Cariboo Regional District - Electoral Area B If regional district, what electoral area:
<input type="radio"/> First Nation reserve:	Cariboo Regional District - Electoral Area B
Has the resolution of support been secured? <i>★ Refer to the Application Guide for sample resolution wording.</i>	
<input type="radio"/> Yes; attached to application	<input checked="" type="radio"/> No; date resolution of support is expected to be secured: 05/03/24

5. Project Timeline

Stage of project:	Scheduled date (dd-mmm-yyyy):
Forecasted project start date	08/15/24
Forecasted project completion date	11/29/24

6. Project Overview

Will the applicant own and operate the asset?
<input checked="" type="radio"/> Yes <input type="radio"/> No <i>★ If the property/building is not owned by the applicant, please provide evidence of control (i.e. lease agreement for five years or more).</i>
Indicate the physical condition of the asset before investment. <i>★ Before photos required.</i>
<input type="radio"/> N/A <input type="radio"/> Very poor <input type="radio"/> Poor <input type="radio"/> Fair <input checked="" type="radio"/> Good <input type="radio"/> Very good
Enter a brief description of the project, including the scope and objective/outcome: This project is an expansion of an existing wheelchair accessible wilderness trail at the Claymine Trails property which is located in Bouchie Lake about 15 minutes west of Quesnel. The Claymine Trails property currently includes a 500-metre low mobility loop, which is a wide, packed, crush gravel path through the flat lower section of the forested land as well as a two-kilometre single track 'exercise loop' through rolling hills and gullies. This project proposes to extend the packed crush gravel trail by approximately 1000 metres into other areas of the property and further improve the wilderness experience for person with mobility issues. The property is cooperatively managed by the Bouchie Lake Recreation Commission and by the North Cariboo Recreation and Parks trails coordinator, which works on behalf of the Regional District and the City of Quesnel.

Please explain why your project is needed in your community.

The Claymine Trails are an important community asset in Bouchie Lake and are well-used by the local elementary school for nature classes, seniors' walking groups and parents with young children either in strollers or just getting their own feet under them.

Trail counters employed at the site recorded an average daily use of over 13 persons with a high of more than 600 over the Halloween weekend, when the Commission decorates the low mobility trail as a haunted forest experience.

The original wheelchair accessible trail was constructed in 2014 and has proven to be a very popular asset. Ten years later, the site is due for some additional investment to maintain existing use as well as increase the opportunities to explore new areas of the forest. Adding another 1000 metres of trail will triple the amount of accessible terrain available for persons with mobility concerns.

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 Bouchie Lake Hall and grounds is a popular rental facility for events such as weddings and family reunions. The Claymine Trails provide a nearby amenity for groups renting the hall, adding to its attractiveness and marketability.

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

This must be demonstrated by attaching the relevant supporting document.

The Regional District, working with numerous partners including non-profit groups, municipalities and the province, has completed more than 25 wheelchair accessible wilderness trail projects across the Cariboo. These outdoor recreation assets have been extremely popular from their initial construction and continue to validate this build concept.

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

Cultural awareness is fostered through the connection with nature that the Claymine Trails exemplify. The low mobility trail, by design and purpose, is inclusive and serves to remove barriers to outdoor recreation and healthy natural spaces for all persons.

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

A focus of the project is to enhance access to the natural environment in the community by creating more opportunity for all persons to immerse themselves in the outdoors.

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 trails are intended to be a low maintenance asset and have proven to be exceptional value when compared to other more cost-intensive recreation assets, such as ice rink and swimming pools.

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 Cariboo Regional District works with the City of Quesnel to deliver the North Cariboo Recreation and Parks service for residents and visitors. The NCRP function has a fully-funded five-year capital plan that is updated annually and also includes a specific allocation towards trail projects, under the guidance of the trails coordinator.

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 project is included in the North Cariboo Recreation and Parks Business Plan.

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

The creation of a wheelchair accessible trail will help alleviate concerns persons of low mobility have with access to outdoor recreation and healthy natural environments.

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

The project will create additional opportunities for persons of low mobility to access healthy natural spaces in a safe manner by development of a solid trail surface with well-marked intuitive path-following.

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

It is well-understood that high quality outdoor recreation amenities are a priority for attracting new residents and retaining existing ones.

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

The project will serve all categories of trail users from runners to walkers and strollers along with nature classes from the elementary school and the very popular haunted trail for a Halloween event.

8. Project Budget, Funding Request, and Funding %

Eligible project budget (as per Project Budget Template):	Funding request (grant):	Requested funding %:
\$ 46,052.00	\$ 30,000	% 65.14
✦ 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:
Cariboo Regional District	\$ 16,052.00	Applicant contribution	<input type="checkbox"/> Approval letter attached <input type="checkbox"/> 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: \$ 16,052.00		TOTAL PROJECT FUNDING: \$ 46,052.00 (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:
<input type="checkbox"/> Detailed project budget using Northern Development's Project Budget Template (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:

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:

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.