NORTHERN DEVELOPMENT INITIATIVE TRUST

COMMUNITY PLACES

APPLICATION FORM

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1. Project Name

Project name: Backdoor/Westsyde refurbishment	Has this facility and/or footprint previously received financial support from Northern Development under this program? ○ Yes ◉ No

2. Applicant Profile

Applicant organization (legal name): Williams Lake Cycling Club (WLCC)	Non-profit society registration number: *(if applicable)* S-0049058`
Mailing address: PO Box 4394 Williams Lake, BC	Telephone: [redacted]
Email: [redacted]	Website (URL):

3. Primary Contact Information

Primary contact (for this application): Shawn Lewis	Position/title: WLCC President	
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:
◉ Municipality (city, town, village or regional district):	RSTBC If regional district, what electoral area: Cariboo D,E,F
○ First Nation reserve:	RSTBC
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: 04/17/24

5. Project Timeline

Stage of project:	Scheduled date *(dd-mmm-yyyy)*:
Forecasted project start date	01/09/24
Forecasted project completion date	01/09/25

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:

Refurbish an existing trail in an existing network already that is managed under an agreement with RSTBC.

The desired outcome is to modernize a local's favourite and bring it up to current standards as needed.

Dirt work that requires some excavation of material will be limited and the focus will be on rebuilding, not new building.

Please explain why your project is needed in your community.

Williams Lake had major flooding in the spring of 2020 and the area that this trail drops into was severely affected and the recreational corridor was closed until 2023. By refurbishing and enhancing this trail, we hope to drive traffic back into this zone. This trail was completed in 2011 and has only seen general maintenance since that time and this project will build excitement for the entire network.

It is part of a larger maintenance strategy for the Westsyde, that is designed to re-open this side of town and add diversity to the network. We invested over $20,000 into the area in 2023 to get things started and hope to build that momentum by further enhancement through investment.

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

We are hopeful this project will help drive membership through recognition of infrastructure investment, and thereby, generate revenue.

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

This must be demonstrated by attaching the relevant supporting document.

n/a

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

n/a

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

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

This project will help future maintenance costs by addressing current needs and dealing with potential issues before they become major, more costly issues.

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).

Please see our management agreement with RSTBC and our maintenance agreement held with the CRD

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)

Please find attached a community partnership agreement signed in 2017 with the city of Williams Lake

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

N/A

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

This project will eliminate any safety concerns we may have with older Technical Trail Features (TTF) that may be reaching their end of use cycle.

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

Mountain biking has been part of the cities attraction and retention strategy since our trails were legalized in 2009 and showing investment in mtb infrastructure supports that strategy

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

By investing in this project, we will preserve an existing asset that provides outdoor experiences for bikers, hikers and trail runners.

8. Project Budget, Funding Request, and Funding %

Eligible project budget *(as per Project Budget Template)*:	Funding request (grant):	Requested funding %:
$ 50,820.00 ✦ Applicants are required to use the Project Budget Template.	$ 30,000 ✦ Maximum $30,000.	% 59.03 ✦ Maximum 70%.

9. Other Funding Sources

Funding source: ✦ *Do not use acronyms.*	Amount ($):	Identify funding terms:	Identify funding confirmation:
Williams Lake Cycling Club	$ 820.00	Applicant contribution	☐ Approval letter attached ☐ Date approval expected:
Cariboo Regional District, areas D, E, F and the city of Williams Lake	$ 20,000.00	○ Grant ○ Loan ◉ Other:	○ Approval letter attached ◉ Date approval expected: May 6, 2024
	$	○ 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:	$ 20,820.00	**TOTAL PROJECT FUNDING:** (Northern Development + Other Sources)	$ 50,820.00
		✦ 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:
Shawn Lewis	President	April18, 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.*