

ATHABASCA COMMUNITY TRUST **INSTRUCTIONS FOR FUNDING APPLICATION**

DEFINITIONS

In these application materials, the following words will have the following meanings:

- “**Athabasca Communities**” means collectively, Camsell Portage, Uranium City, Wollaston Lake, and Stony Rapids, and “**Community**” means any one of them.
- “**Athabasca First Nations**” means collectively, Black Lake First Nation, Fond du Lac First Nation, and Hatchet Lake First Nation, and “**First Nation**” means any one of them.
- “**Band Council Resolution**” means a written directive or a record of a decision duly made by a majority of Chief and Council of a First Nation;
- “**Members**” means living members of a First Nation who are: (a) registered on the band list of a First Nation, and (b) living individuals entitled to be registered on a band list of First Nation, and “**Member**” means any one of them.
- “**Permanent Long Term Resident**” means an individual who is a Resident of Saskatchewan’s North and who has maintained their primary residence in one of the communities (Black Lake, Fond Du Lac, Hatchet Lake, Camsell Portage, Uranium City, Wollaston Lake and Stony Rapids) for a period not less than 10 years, or a dependent of a Permanent Long Term Resident; and “**Permanent Long Term Residents**” means all of them.
- “**Resident of Saskatchewan’s North**” means an individual who has principally resided in one of the communities (Black Lake, Fond Du Lac, Hatchet Lake, Camsell Portage, Uranium City, Wollaston Lake and Stony Rapids) for not less than ten years, has lived in one or more of the communities (Black Lake, Fond Du Lac, Hatchet Lake, Camsell Portage, Uranium City, Wollaston Lake and Stony Rapids) for half their life, or is a current resident of a community (Black Lake, Fond Du Lac, Hatchet Lake, Camsell Portage, Uranium City, Wollaston Lake and Stony Rapids) as determined by the elected leaders of that community.
- “**Trust**” means the Athabasca Community Trust.

GENERAL INFORMATION

The Trust was set up for the purpose of preserving and managing the payments made from Cameco Corporation and ORANO for the long-term benefit and enjoyment of the Athabasca First Nations and the Athabasca Communities and their respective Members and Permanent Long Term Residents.

A portion of the Trust funds for proposals will be made available **twice a year** to fund projects that enhance community life. **Priority will be given to applicants who are requesting funding for new projects. Projects that are already complete will be reviewed if there is funding available after considering proposals for new projects.**

You will be required to submit an application package with the documents noted below.

Please do not hesitate to contact us at any time with questions regarding the process or the application, at admin@yathinene.com or by phone at (306) 477-1251.

APPLICATION PROCESS

1. Before completing an application, enquire with your community leader (Chief, Mayor or Chairperson) for the amount of funding available to your community for community proposals. The amount of funding available will vary each period.
2. Complete the attached “**Applicant Checklist**” to make sure your proposal meets all of the
Internal

requirements. If you are unsure with any of the requirements, please get in touch with us. **You DO NOT need to submit the Applicant Checklist. This document is for your own use.**

3. Complete all sections of the attached “**Application Form**”. Use attachments if space is insufficient.
4. Include all documentation that supports your application. Every proposal must be supported by a Band Council Resolution by the Chief and Council of the applicant(s) respective First Nation or written support from the Mayor or Chair of the applicant(s) respective Community (*note: if you cannot get supporting documentation on time, please indicate this on the Application Form under the section “Additional Information and Supporting Documentation” and provide reasoning*).
5. Make a copy of your completed application for your records.
6. Completed applications can be submitted during the submission deadlines identified below in person, by email, or by fax to the following address:

Ya’thi Néné Lands and Resource Office

100-335 Packham Ave
Saskatoon, SK, S7N 4S1
Attention: Kristen MacDonald
E-Mail: admin@yathinene.com
Fax: 306-802-4800

7. The Trustees encourage submissions of applications as early as possible. The Trust will review applications and will make best efforts to advise applicants of any missing information within three (3) working days. Applicants who submit applications within three (3) working days of the close of a deadline may not be advised of incomplete information. Applications that are incomplete as of the close of the deadline for submissions identified below will not be considered for funding in that funding round and will be returned to the applicant for resubmission during the next round of applications.
8. Applications will be reviewed in the sequence they are determined to be complete. An application does not guarantee any level of funding. Each application is assessed on its own merits and in the context of demonstrated community need and subject to funding availability.
9. Funding decisions will be announced to successful applicants within five (5) weeks of the application deadline (see submission deadlines below).
10. **IF THE TRUSTEES APPROVE YOUR APPLICATION FOR FUNDING**, the Trustees will provide you a letter setting out the terms of payment to be provided and the conditions for receiving the funding, including:
 - signing an indemnity and release;
 - completing the attached “**Summary Report**” within ninety (90) days of the Community or First Nation’s fiscal year-end, which requires a financial report together with of all documentation relating to the expenditure of Trust funds, including invoices, receipts, and service agreements. Should the project be a multi-year project, a Summary Report will be required each year;
 - consent for the release of all information required for Trust reporting and community information; and
 - such other conditions the Trustees determine are reasonably necessary for the successful completion of the Project.

If an application is received after the submission deadline, it will be kept on file, but will not be reviewed until the next funding decision date. Please make sure to send your application in advance of the funding deadlines so that any incomplete information can be submitted before the deadline.

SUBMISSION DEADLINES

Trust funds for proposals will be accepted **twice a year**:

- During normal circumstances the first round of applications must be submitted from **April 1 to April 30 at 5:00 p.m. CT.**
- The second round of applications must be submitted from **September 17 to October 18th at 5:00 p.m. CT.**

** If a deadline falls on a statutory holiday or a weekend, please note that the proposals will be due by 5:00 p.m. CT on the next business day.*

Contact Information for Community Trustees:

Black Lake

Tina Alphonse

tinaalphonse12345@hotmail.com

(306) 941-1733 or (306) 284-2203

Hatchet Lake

Charlie Denechezhe

cjdenechezhe@gmail.com

(306) 797-0116

Fond du Lac

Gabriel Stenne

gstenne@hotmail.com

(306) 960-2997

Stony Rapids
Wollaston Lake
Uranium City
Camsell Portage

Vacant

INTERNAL APPLICANT CHECKLIST

BEFORE SUBMITTING THE APPLICATION FORM

To prevent any delays in reviewing your application for funding, please make sure that you have addressed all of the following points before submitting your application form. *Please refer to the definitions set out in the “Instructions for Funding Application”.*

| <input checked="" type="checkbox"/> | Requirements: |
|-------------------------------------|---|
| <input type="checkbox"/> | Application is submitted well in advance of the deadline |
| <input type="checkbox"/> | You are an eligible applicant because you fall under one of the following categories (for joint applications, each applicant needs to be eligible): <ul style="list-style-type: none">• First Nation Member• Community• Permanent Long Term Resident• Organization representing a First Nation or Community (note that the organization’s project must benefit the First Nation and its members or the Community and its Permanent Long Term Residents)• Joint proposal by eligible applicants |
| <input type="checkbox"/> | The amount requested does not exceed the amount made available by the Trust for proposals from the First Nation or Community (for joint applications, the amount requested cannot exceed the amount available for each applicant’s First Nation or Community) |
| <input type="checkbox"/> | Your project supports one (1) or more of the following permitted purposes: <ul style="list-style-type: none">• Enhances community planning• Supports community events and gatherings• Improves community infrastructure• Addresses community housing needs• Promotes the health and well-being of Members and Permanent Long Term Residents• Preserves or protects the language, culture and traditional land use of a First Nation• Carries out community-based environmental projects or otherwise advances the environmental priorities of a First Nation or Community• Provides educational and economic opportunities for Members and Permanent Long Term Residents (including scholarship/bursary, trade apprenticeships, and internships)• Supports community business development and capacity building for Members and Permanent Long Term Residents |

| | |
|--------------------------|--|
| <input type="checkbox"/> | Trust funds will not be used for the following purposes: <ul style="list-style-type: none">• Individual payments (except scholarship programs)• Payments to elected leadership, officials, or the family members of elected leadership and officials• Any other purpose that might reasonably be construed as directly benefiting an individual at the expense of or in preference to the First Nation or Community as a whole |
| <input type="checkbox"/> | Your proposal is for a project not otherwise fully funded by other sources (e.g. federal or provincial government) |
| <input type="checkbox"/> | Your proposal will enhance the quality of community life or traditional lands of a First Nation |
| <input type="checkbox"/> | Your proposal is supported by: <ul style="list-style-type: none">• A Band Council Resolution by Chief and Council of each participating First Nation• Written support from the Mayor or Chair of each participating Community |
| <input type="checkbox"/> | If Funds are greater than 50% of a First Nation or Community's allocation, you have provided evidence of significant support from the Members or Permanent Long Term Residents of each participating First Nation or Community |
| <input type="checkbox"/> | The Application Form is signed and dated by the responsible individual, organization or group that is applying for funding |
| <input type="checkbox"/> | Before submitting your application, make sure the following documents are included: <ul style="list-style-type: none">✓ Application Form✓ Band Council Resolution or written support from Mayor or Chair from each participating First Nation or Community✓ Supporting documentation |

FUNDING APPLICATION FORM

Please refer to the definitions set out in the "Instructions for Funding Application". Use attachments if space is insufficient.

APPLICANT INFORMATION

Date of Application: _____

Name of Applicant(s) (if this is a joint application, provide the name of all Applicants):

Address: _____

Contact Name: _____

Phone Number: _____ Fax: _____

Cellphone: _____

E-Mail: _____

Is the Applicant(s) a Member of one of the Athabasca First Nations or a Permanent Long Term Resident of one of the Athabasca Communities? (Yes or No)_____. **If Yes**, which First Nation or Community do the Applicant(s) represent?

Is the Applicant(s) an organization that represents one of the Athabasca First Nations or Athabasca Communities? (Yes or No)_____. **If Yes**, which First Nation or Community do the Applicant(s) represent?

Has the Applicant(s) received funding from the Trust in the past? (Yes or No) _____. **If Yes**, indicate the project name, the amount of funding received from the Trust, and the date the funding was received:

PROJECT OVERVIEW

Project Name: _____ **Location:** _____

Start Date: _____ **End Date:** _____

Is your Project eligible for funding from other sources (e.g. federal or provincial government funding)? (Yes or No)_____.

Have you applied for and received other funding? (Yes or No)_____. **If Yes**, are additional funds required to complete the Project? (Yes or No)_____.

Has your Project been recommended for support by the Chief and Council of your First Nation or the Mayor or Chair of your Community? (Yes or No)_____. *If this is a joint application on behalf of more than one First Nation or Community, support must be provided from each First Nation or Community.*

Are the funds requested for the Project greater than 50% of your First Nation or Community’s allocation (if this is a joint application, all Applicants must answer)? (Yes or No)_____. **If Yes**, please provide evidence of support from the Members of your First Nation or Permanent Long Term Residents of your Community (attach supporting documentation). *If this is a joint application on behalf of more than one First Nation or Community, support must be provided from each First Nation or Community.*

The Athabasca Community Trust Agreement only permits the distribution of funds for the “Permitted Purposes” indicated below. Please indicate all of the following Permitted Purposes applicable to the Project (indicate with an “X”):

a) *Community Planning*

- projects that enhance community planning (please specify):

b) *Community Infrastructure and Housing*

- building, establishing, or operating community facilities
- community works or infrastructure
- addressing community housing needs
- other projects that improve community infrastructure (please specify):

c) *Health and Welfare*

- sports
- promotion of the health and well-being of the Members of a First Nation or Permanent Long-term Residents of a Community

- health workshops or programs
- mental health and addictions workshops or programs
- other projects that promote the health and well-being of the Members of a First Nation or Permanent Long Term Residents of a Community (please specify):

d) *Community Events and Gatherings*

- youth/elder camps
- festivals
- other community events or gatherings (please specify):

e) *Language, Culture, and Traditional Land Use*

- cultural awareness
- cultural promotion
- land protection and studies
- arts
- language protection
- other projects which preserve or protect the language, culture, and traditional land of a First Nation:

f) *Protection of Environment*

- science camps
- land protection programs
- other community-based environmental projects or projects that advance the environmental priorities of a First Nation or Community (please specify):

g) *Education*

- education (including scholarship and bursary funds for Members of a First Nation or Permanent Long Term Residents of a Community)
- training – trade, apprenticeship, and internship programs for Members of a First Nation and Permanent Long Term Residents of a Community

h) Community Economic Growth

- Community business development and capacity building for Members of a First Nation and Permanent Long Term Residents of a Community (please specify):

PROJECT DESCRIPTION

Describe the goal of your Project and how it will unfold from start to finish:

Describe how your Project will provide services and benefits to your respective First Nation or Community, including what the benefits are, who will benefit, whether it will create any jobs, and how long those jobs will likely last. *If this is a joint application on behalf of more than one First Nation or Community, please address the question for each participating First Nation or Community:*

Describe the Project management structure including: who the key individuals are, what their skills and histories are, and who will be responsible to manage and work within the Project:

PROJECT FUNDING AND BUDGET

What is the total cost of the Project: \$ _____

Please break down the total cost of the Project by listing all projected expenses (e.g. contractor fees, honorariums, building materials, supplies, rent, utilities, equipment, etc.) Attach copies of any quotes, contract for services, and other supporting documentation including any business plans.

| Description of Expenses | Amount |
|-------------------------|-----------------|
| _____ | \$ _____ |
| _____ | \$ _____ |
| _____ | \$ _____ |
| _____ | \$ _____ |
| _____ | \$ _____ |
| TOTAL EXPENSES | \$ _____ |

How much are you requesting from the Trust? \$ _____

Please list all of your other sources of funds. Attach copies of any commitment letters, correspondence, and other supporting documentation. Please specify whether funds have been requested or received.

| Sources of Funds | Amounts (Requested or Received) |
|-------------------------------------|---------------------------------|
| _____ | \$ _____ |
| _____ | \$ _____ |
| _____ | \$ _____ |
| _____ | \$ _____ |
| _____ | \$ _____ |
| TOTAL OTHER SOURCES OF FUNDS | \$ _____ |

FINANCIAL INFORMATION

Please identify the organization that would receive and be responsible for the funds in the event the Project is approved for funding. **Payments cannot be made to individuals.**

ADDITIONAL INFORMATION AND SUPPORTING DOCUMENTATION

Please provide any additional information or comments you feel would support your application:

Please list all other documents you are submitting with your application (if you are not including supporting documentation, please indicate why):

Would you consent to having your Project be published as a success story on the Trust's webpage? (*Yes or No*)_____.

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TERMS AND CONDITIONS

An Applicant that is approved for funding by the Trust agrees to abide by the following terms:

- No portion of the Trust funding may be used to benefit either directly or indirectly the elected leaders or executive of any of the Athabasca First Nations and Athabasca Communities as remuneration or to otherwise benefit government officials or their immediate families.
- No portion of the Trust funding may be used for the direct financial benefit of any individual, such as per capita distributions or grants, except as a scholarship.
- No portion of the Trust funding may be used for any other purpose that might reasonably be construed as directly benefiting a Member of the First Nation or Permanent Long Term Resident of the Community at the expense of, or in preference to, the First Nation or Community; or for any purpose not approved by the Trustees, Cameco and ORANO as a permitted purpose.
- All original documentation relating to the Project (including all invoices, service agreements, receipts, etc.) must be kept and made available for inspection by the Trustees during regular business hours.
- For projects that are assessed by the Trustees as “high risk” economic growth projects, the Trustees shall have the discretion to decide how payments will be made and what additional supporting documentation is required.
- Before any money is advanced to the Applicant, an indemnity and release, in a form prescribed by the Trustees must be signed.
- The Applicant must complete a final report in a form prescribed by the Trustees verifying the final costs incurred with respect to the delivery of the Project and how the Project has met the stated objectives. *If this is a joint application on behalf of more than one First Nation or Community, the Applicants will prepare and submit a joint final report form.*
- The Trustees may publish or use in conjunction with the preparation of the Trust’s audited financial statements and annual report to Cameco and ORANO the name of the Applicant, a description of the Project and the amount of funding received from the Trust. By accepting Trust funds, the Applicant is consenting to the release of any information provided to the Trustees.

If the Applicant is found to not be in compliance with the above conditions, including if a summary final report is not submitted, future funding requests from the Trust may be denied and/or future payments under the Collaboration Agreement may be withheld from the Applicant’s First Nation or Community by Cameco/ORANO until the issue is resolved. The Applicant’s First Nation or Community will also be formally notified of an Applicant’s non-compliance.

*If this is a joint application on behalf of more than one First Nation or Community, **each Applicant** must agree to comply with the above conditions unless stated otherwise.*

If you agree with the terms above and covenant that the information provided above is true and accurate, please sign below:

Name of Applicant(s)

Title(s)

Signature of Applicant(s) (or Authorized Representative)

Date

Office Use Only:

Date application was received: _____

Date application was reviewed: _____

COMPLETE _____

INCOMPLETE _____

APPROVED _____

DECLINED _____