

Fisher River Cree Nation (FRCN)

VLТ Site Funding Guidelines - Updated August 24, 2018

All applicants who are requesting funding must be a Fisher River Cree Nation Band Member. An application will be submitted to the Band Office. Once an application is submitted, the Director of Operations & Director of Finance will review the application for completeness. Once deemed complete, the application will be reviewed and discussed. A decision will be made regarding whether the application is approved.

Application Process:

- Applications must be submitted to the Band Office, at least two weeks prior to the requested date or the earliest possible event notification date. FRCN reserves the right to deny applications received after this time.
- Only participating Fisher River Cree Nation members are eligible to apply.
- Information to be included on all applications is as follows:
 - 1) Applicant classification (individual, group or exceptional) must be identified on the application.
 - 2) A letter or other documentation proving confirmation that the individual or group will be attending a national or provincially sanctioned recognized event.
 - 3) A financial budget or financial breakdown of what the amount requested is going to cover. Also identifying other sources of revenue from other funders (who & amount requested or received) that have been approached (i.e. BFI \$200.00).
 - 4) A list of fundraising events/activities completed, or planned to complete, to assist in covering some of the cost to attend the event applied for.
 - 5) Only information that is submitted by the applicant will be reviewed and considered for funding. It is the responsibility of the applicant to ensure the information is correct before submitting the application. Additions or changes will not be accepted once an application is submitted.
 - 6) Applications will be reviewed and discussed for potential approval of funding.
 - 7) The applicant will be notified once a decision has been made. The applicant will be notified of reporting requirements of the event regarding approved use of the funding.
 - 8) Funding will be based on availability of funds, any applications can and will be refused at any time if they do not meet funding guidelines / criteria.
 - 9) Applicants are eligible for funding once in the fiscal year (i.e. April 1 – March 31).

Classification of Applicants

There are three classifications of applications. Upon review, the application will be placed in one of the following categories as follows;

FRCN Individual Applications: (Funding Maximum \$300.00)

- Applicants are eligible for funding once in the fiscal year (i.e. April 1 – March 31).
- Any persons applying for funding must ensure they include all the information required under the “Application Process” section.
- If it is shown that a group of individuals are applying for the same event, they may be deemed a group applicant.
- If an approved applicant quits their funded event without a good reason, they will be ineligible for funding the following fiscal year.
- All applications are reviewed on a case by case basis and are **subject to the availability of funds.**

FRCN Group Applications: (Funding Maximum \$1,500)

- Applicants are eligible for funding once per fiscal year (i.e. April 1 – March 31).
- Any group applying for funding must ensure they include all the information required under the “Application Process” section.
- A group will be defined as five or more Fisher River Band Members.
- In the event there is more than one group attending or requesting funding for the same event, the contribution may be divided up equally among the groups attending.
- If an approved group does not make their funding event without a proper reason, they will be ineligible for funding the following fiscal year.
- All applications are reviewed on a case by case basis and are **subject to the availability of funds.**

FRCN Organization Contributions: (to be reviewed under exceptional)

- The dollars contributed to organization(s) will be utilized towards areas not recognized in their present budget and need to be identified in their yearly work plan.
- An on-site inspection of an organization(s) will take place to visually see what is needed for that organization(s). The contribution will be based on what is needed at the given time. Each contribution will be for the betterment of that organization(s) and for the community at large.
- All contributions will be based on the funds needed by that organization.
- All applications are reviewed on a case by case basis and are **subject to the availability of funds.**

Reporting Requirements (Group & Exceptional Applicants):

- Once an applicant has been successfully approved for funding, the applicant will have to turn in all receipts to the Band Office after the event is completed. These will be attached to the approved application to complete the file. Failure to do so, can and will, affect the applicants chances for applying for funding in future fiscal years.

Exceptional Circumstances:

- Exceptional circumstances will include but are not limited to, an applicant that was previously approved for funding, and has an opportunity to compete at a higher level. Funding will not be granted for tryouts. Approved funding will only be granted once the applicant has confirmed that he or she made the team.
- A contribution may be made to an organization for special events recognized by Fisher River Cree Nation. The amount will be based on dollars available for such a contribution. This will be considered an exceptional contribution.
- Funding for off reserve members will be reserved for higher calibre athletes.

Note to Applicants:

- Funding will not be distributed to areas where there is already funding available to community members. For example; travel for appointments, education program(s) / courses, special needs, etc

THESE GUIDELINES MAY BE AMENDED WHEN IT IS DEEMED IN THE BEST INTEREST OF THE COMMUNITY. ALL BUDGETED DOLLARS ARE AT THE DISCRETION OF CHIEF & COUNCIL.