

NATION REBUILDING PROGRAM APPLICATION

PAW Number/Fiscal Year:

76966798 (2022-2023)

Purpose:

Application for Nation Rebuilding Program is required to provide a project proposal or work plan that indicates all activities to be undertaken and expected results as per the Nation Rebuilding Program Application Guidelines.

Reporting Period:

Annually

Due Date:

The deadline for the 2022 to 2023 call for proposals is **December 17, 2021**. Funding proposals received after the deadline will not be considered.

Field Definitions:

Field	Definition
A. Applicant Information	
First Nation or Organization Name	The name of the band, tribal council or First Nation organization.
Mailing Address (Number/Street/Apartment/P.O. Box) City/Town Province/Territory Postal Code Telephone Number Extension Email Address	The general contact information of the applicant. A valid postal code is in upper case in the format, A#A #A#. A valid telephone number includes the 3 digit area code in the format, ###-###-####. If there is an extension, it has a maximum of 5 digits and is in the format #####. A valid email address may be in upper or lower case in the format a@a.a.
Primary Contact	
Given Name Family Name Title/Position Telephone Number Extension Email Address	The name (given and family) and contact information of the project manager (main contact for proposal). A valid telephone number includes the 3 digit area code in the format ###-###-####. If there is an extension, it has a maximum of 5 digits and is in the format #####. A valid email address may be in upper or lower case in the format a@a.a.
Secondary Contact	
Given Name Family Name Title/Position	The name (given and family) and contact information of the secondary contact person.

Field	Definition
Telephone Number Extension Email Address	A valid telephone number includes the 3 digit area code in the format ###-###-####. If there is an extension, it has a maximum of 5 digits and is in the format #####. A valid email address may be in upper or lower case in the format a@a.a.
B. Project Information	
Project Title	Provide a name to identify your project.
Project Purpose	From the drop-down list, select the purposes of your project . The selections are: <ul style="list-style-type: none"> •a re-establishment of Indigenous nations •an increase in the ability of Indigenous nations to take on greater sectoral responsibilities, thereby facilitating a phased-in approach to self-determination and ultimately self-governance •an increase in the sense of unity within Indigenous nations •identification and agreement among member communities on priorities for action and approaches to issues •a reduction in the duplication of the resolution of issues at the individual First Nation or Indigenous community level by working as a collective at the nation-level • Other (Specify)
Project Start Date (YYYYMMDD)	The scheduled project start date, in the format 'Year Month Day'.
Project End Date (YYYYMMDD)	The scheduled project completion date, in the format 'Year Month Day'.
C. Project Summary	
How does your proposal contribute to nation rebuilding by increasing capacity for action at the larger nation level?	Brief summary of the main activities: Applicants to enter text information here. Maximum 9,000 characters.
How does your proposal increase in the ability to take on greater sectoral responsibilities, thereby facilitating a phased-in approach to self-determination and ultimately self-governance?	Brief summary of the main activities: Applicants to enter text information here. Maximum 9,000 characters
Which Indigenous groups of the same Indigenous nation are included in your proposal? Provide a list of communities and associated population size. 1. Name of the Group 2. Registered Population of the Group	Which groups will be engaged in your project? Provide the name and population. For each of these groups, support will be confirmed via a letter or a BCR.

Field	Definition
Add a new row (click [+] on the left side) for each additional group	
Describe how the applicant will report to member communities on the use of the funds received, the activities undertaken and the results achieved.	Provide a description of how the applicant will report to member communities on the use of the funds received, the activities undertaken and the results achieved.
D. Consultants Service(s) (Includes consultants, professionals, those in receipt of salary or honoraria)	
Name	Enter name(s)of consultants, staff and others participating in the project. If the project consultant is still to be determined, indicate their expected role.
Project Role	Name and description of role in the program.
Qualifications	Describe the qualifications of consultant(s) participating in the project, including: level of education, certification, professional specialization and experience, etc. If you have not yet identified a consultant for a project role, describe the desired qualifications.
Services or Products to be Delivered	Describe the Services or Products to be delivered to support the project's objectives. Where available, provide documents and/or additional detail to support the tasks to be performed and the rates charged (such as a statement of work, Terms of Reference, or similar outline).
Activity (from section E)	Reference the line number(s) of the activity(activities) to which this professional will contribute as shown in the Workplan and Budget Table (section E, below). E.g. 1.1, 2.3

E. Project Workplan and Budget Estimates

Note: Estimate per expense item. Amounts provided without breakdown, rate, and justification will not be considered.

- Enter all budget items for each Cost Category that is applicable to your project directly into the table.
- Add a new row (click [+] on the left side) for each additional item and budget breakdowns.
- Be as detailed as possible as to the activities to be undertaken and their connection to the stated objectives of the project.

Workplan and Budget Summary Table

Using the following table, outline your project workplan. For each objective, describe the activities to be performed to support the objective and an estimated breakdown of funding requested to support each objective.

Field	Definition
<p>Note: The first Objective Statement (Objective Statement 1) should be identified as “Overall Administration and Reporting”. This Objective and its associated activities may be used to identify costs pertaining to overall project administration and the provision of reporting requirement. Subsequent Objective Statements (2 and forward) are defined by the applicant according to their intended project design.</p>	
<p>Objective Statement</p>	<p>Enter a short description of the objective. An objective is a statement of what you want the program to achieve.</p> <p>The first objective statement, titled <i>Overall Administration and Reporting</i>, is standard, and can be used to indicate activities and costs pertaining to the overall running of the project (e.g. coordinator salary; supplies not purchased for specific activities) and to completing and submitting reporting requirements (e.g. financial statements, activity reports).</p>
<p>Activity Title and Description</p>	<p>List and describe the activities. Indicate how they will contribute to this Program Objective. An activity is an action required to complete an objective. Often, multiple activities are required to achieve an objective. If known, identify the person(s) responsible for any activity.</p> <p>Note: You can add additional lines for more program activities per objective by using the [+] button. If you run out of space, you can refer back to a more full description in your Program Summary (section C), or add additional pages.</p> <p>Eligible activities are those supporting the program objective and may include but are not limited to:</p> <ul style="list-style-type: none"> • nation-level community engagement and consultation • capacity development training and workshops at the greater nation-level • advisory committees • gatherings aimed at developing culturally appropriate governance structures and institutions • determination of nation level priorities • discussion of issues and opportunities to rebuild as a nation • institutional or leadership capacity building development in support of rebuilding efforts

Field	Definition
	<p>and taking on the exercise of rights, including self-government</p> <ul style="list-style-type: none"> • research and information gathering (Elder interview, archival research) linked to governance • constitution development • other initiatives that foster nationhood <p>Some examples of activities that are not normally eligible include:</p> <ul style="list-style-type: none"> • capacity-building efforts focused on the individual community or organization level • gatherings not clearly connected to the purpose of building towards self-determination and nation rebuilding • activities which may more appropriately be funded under other government programs, such as public health initiatives and infrastructure • ongoing costs to support the overall operations of an established organization (e.g., the operating costs to support an established Secretariat, Treaty Office, etc.) • activities which may duplicate or overlap other existing initiatives.
<p>Cost Categories</p> <ul style="list-style-type: none"> - Program Administration - Employees - Consultants - Other Eligible Expenses <p>Total Budgeted</p>	<p>For each activity, specify the related costs under each category. You can add more lines for additional costs using the [+] button by the activity line.</p> <p>Eligible costs may include:</p> <p>Program Administration -</p> <ol style="list-style-type: none"> 1. Honoraria 2. Accommodation 3. Project Supplies & Materials 4. Other eligible administrative costs <p>Employee Costs should include -</p> <ol style="list-style-type: none"> 1. Name and position title 2. Salaries and benefits 3. Travel expenses <p>Consultant costs should include -</p> <ol style="list-style-type: none"> 1. Name and company 2. Fees 3. Travel and other expenses (*Indicate if fees are per day, per hour, etc.) <p>Other eligible expenses -</p> <ol style="list-style-type: none"> 1. Specify the expense and related costs

Field	Definition
Deliverables	What completed products or defined results will be produced out of this activity?
Completion Date (EST)	What date do you anticipate completing this activity?
Funding Breakdown Table	
Cost Estimate Total	Total contributions (Third party / CIRNAC / Applicant)
Other Sources of Funding Contribution	Provide any contribution amounts from any third party.
CIRNAC Contribution	Enter contribution funding being requested from Crown-Indigenous Relations and Northern Affairs Canada (CIRNAC).
Applicant Contribution	Provide any contribution amounts from Applicant own sources.
Comments	Provide any pertinent information or description related to cost estimation methods for any cost category. If Applicant is contributing in kind (For example., usage of meeting hall), provide a description here.

F. Required Documents

<p>Your application package must include the following (check when completed):</p> <ul style="list-style-type: none"> • Proof of the Applicant Being Mandated to Undertake the Initiatives • Proof of the Applicant Being Incorporated and in Good Standing • A valid signed resolution (corporate or Band Council) from each Indigenous group/ community/ organization benefitting in or participating in the project authorizing the Applicant to act on behalf of their organization and, if financial assistance is obtained, sign a Master Contribution Agreement or Amendment. • Letters of support from partners contributing financially or in-kind to this project. Amount must be identified in the letter. • A Statement of Work for each participating consultant detailing their rate, amount of time required and services or products to be delivered. • A completed NRP Application form 	<ul style="list-style-type: none"> • Provide the proof that the applicant is mandated to undertake the initiatives on behalf of the individual member communities or organizations (for example, band council resolution, support letters) • Provide the proof that the applicant is incorporated and in good standing. <p>* Recipients who are former public servants must respect and comply with the Values and Ethics Code for the Public Service. Where an applicant employs or has a major shareholder who is either a current or former (in the last 12 months) public office holder or public servant in the federal government, compliance with the codes must be demonstrated.</p> <p>What needs to be in a resolution: A valid signed resolution (corporate or Band Council) from each participating organization or community or document authorizing the Applicant to act on behalf of their organization and, if successful, a Master Contribution Agreement or Amendment. A valid and signed resolution should include:</p>
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Field	Definition
	<ul style="list-style-type: none"> • The [Name of the governance body] (i.e. Board of Directors, Governing Council, Band Council, etc.): • Authorize [Name of the applicant] to enter into a Contribution Agreement with the Indigenous Services Canada/Crown Indigenous Relations and Northern Affairs; and • Designate the duly authorized signatory(ies) to be [enter name or names and titles here], on behalf of [Name of the applicant], for the purposes of signing the application for funding, the Contribution Agreement, or any other documents required under the Contribution Agreement. <p>Note: If the signing authority is given to more than one individual, please specify what documents each of the individuals is authorized to sign on behalf of the Applicant; and if more than one individual is designated to sign a specific document, please specify whether one signature would be sufficient or if each of the individuals must sign.</p> <p>Signature block on the Resolution: should include signature(s) and title(s) of authorized signatory(ies) and the date of signature.</p> <p>Note: in some cases, alternatives to a formal Council resolution may be acceptable, provided they clearly and authoritatively indicate the support of each participating community or group. Please contact the Department as early as possible if you wish to discuss alternative options.</p>
Title	Enter the name of the supporting document.
Submission Method	<p>From the drop-down list, select the method by which support letters will be submitted. The options include:</p> <ul style="list-style-type: none"> - Attachment - Email - Facsimile - Mail - By Hand or Courier <p>If you select 'Attachment' as the submission method, an 'Attach File' button will appear. Selecting this button allows you to select a file that will be attached to the form. After attaching the file you can click on the paper</p>

Field	Definition
	clip icon on the left side of the Adobe application to see the attached file. Once the file is attached, the “Attach File” button changes to “Remove File”. To remove the file only, select this button. To clear all fields for a single document and remove the associated file, select the [-] button.
Involvement of former public servant?	The applicant agrees to disclose involvement of any former public servants as per the Values and Ethics Code for the Public Service.
G. Declaration	
Given Name Family Name Title Date (YYYYMMDD)	The given name, family name and position title of the person who acknowledged the accuracy of the information, and the date on which it was completed. Dates are in the format of Year-Month-Day.