Community Futures East Interlake

Application Package

Build Interlake Growth Program

Community Futures East Interlake Inc.
Box 1620, Gimli MB R0C 1B0
Phone: 1-800-378-5106
Email: info@eastinterlake.com
Website: www.eastinterlake.com

Build Interlake Growth Program

Application Package

Community Futures East Interlake Inc. (CFEI) will stimulate community and regional economic development by supporting local community organizations undertaking community and regional development projects. Community Futures East Interlake and local or regional organizations undertaking projects that will create direct or future economic development growth or employment.

What the Program Offers

CFEI program will contribute a maximum of $5,000 or 50% of total project costs, which ever is less for incremental capital projects or phases.

CFEI contribution will be no less than 5% of total project costs subject to the above limits.
No project budgets over $100,000.

CFEI contribution must be matched by an equal local investment of actual dollars (not in-kind).

Who is Eligible?

- *All not-for-profit (non paid share) groups in the CFEI region with duly elected board members including Local Governments, First Nations Communities and Community Development Corporations.*
- *For-profit organizations in partnership with qualifying not-for-profit municipal or other agency will also qualify.*
- *Projects that create permanent new or incremental capital development or leads to it. (not for operating)*
- *Projects that support Growth and Impacts on Employment creation.*
- *Sustainability that improves or increases the communities Residential and Business growth.*
- *Priority will be give to projects that address local or regional priorities of the, CFEI, Municipal/Band Government, CDC, or Chamber of Commerce. Communities and regions will be encouraged to undertake strategic planning and determine those projects which are their highest priority.*

What are Non-Eligible expenses?

- *Expenditures incurred before the signing of the agreement by both parties*
- *Salaries and other employee benefits of any employee of the recipient.*
- *Primarily involving housing, space for worship or congregational purposes, cemeteries, federal, provincial & school buildings/properties.*
- *Tools, equipment, furniture, municipal works such as roads, bridges, municipal service buildings.*
- *Normal operating costs and building maintenance costs are not eligible.*
- *Project costs related to activities undertaken before grant approval and certification are not eligible for reimbursement under the grant program*

How to Apply

Review the Criteria/Guidelines below and complete the attached application form and return it to Community Futures East Interlake before the following intake dates:

December 15th (annually)

Please Include:

- ☐ The most recent audited/approved annual return or financial statements
- ☐ Details of your organizational structure (board members, history, current financial statements, partners, copy of your incorporation)
- ☐ Any attachments that would help explain your project or confirm local support and financial commitments (diagrams, drawings, letters of support, planning documents, etc.)

Guidelines

A priority will be given to those projects that create permanent capital development or undertake economic development projects and strategies, and those projects that have a permanent impact on the community. (We will not fund normal operations, staff, maintenance, equipment or event budgets).

Only new or incremental projects will be considered. To be considered incremental to the activities already being undertaken, it must be a new initiative or project phase.

All projects must create employment, indirect employment spin-offs, or directly lead to the attraction of new permanent residents by making the community more attractive to them.

Projects Must Start with 6 months of acceptance and be Completed within 12 months.

The contribution matching dollars must be with local dollars at least equal to the CFEI share (there must be local investment). Local contribution must be in terms of money or tangible products, not in-kind.

Local contribution must be evidenced and disbursal will not be made without evidence of paid bills.

Funded projects/initiatives must be accessible and available for everyone, not for specific social or single recreation group.

Projects could be local or regional in scope and partnerships are strongly encouraged.

Organizations must promote the contribution made by the CFEI programs (such as permanent signage).

Send your complete application, or for more information contact:

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Email: gm@eastinterlake.com or info@eastinterlake.com
www.eastinterlake.com

Name of Organization: _____
Mailing Address: _____ _____ Box # Town Postal Code
Phone: _____ _____ Day (include area code) Evening/Weekends **Email**: _____
Contact Person: _____
Name of Project: _____
Clear Description of the Project; How will it address local economic development priorities (start date, overall project, end date): **(Attach drawings and/or quotes.)**

Describe Direct and Indirect Employment Creation:
Project Budget:
Source of Funds (in bank, secured, loan, etc.)
Project Partners:
Funds Requested: $ _____
All applicants are to include: ☐ **most recent audited/approved annual return/ financial statement,** ☐ **organizational structure & proof of incorporation** ☐ **list of board members** ☐ **current financial statements** ☐ **any other information you feel would be helpful to the review committee.**

I certify that the information supplied in the application is correct and accurate, and that I have read and agree to the criteria, terms, conditions and requirements as set out in the application package.

_____ _____

Signature of Authorized Signing Officer Date

ECONOMIC DEVELOPMENT FUNDS PROGRAM REGULATIONS

1. Where the total project cost actually incurred by the project is less than the total project costs indicated in the approval letter contribution shall be reduced proportionately.

2. The Project shall be operated in compliance with all applicable laws, including (without limitation) all employment laws, the Manitoba Building Code and all federal and Manitoba human rights legislation, during all phases of the Project.

3. Such permits, licenses, consents and other authorization, including liability insurance as may be required to permit the carrying out of the Project shall be obtained by the Project Sponsor prior to the commencement of any project activity.

4. CFEI shall not be liable for any injury to or loss or damage suffered by the Project Sponsor, by the Project Sponsor's officers, employees, agents, contractors, clients or by users and visitors of the project while underway or after its completion, including (without limitation) death or economic loss, caused by or in any way related to compliance with these Program Regulations or the carrying out of the Project.

5. Nothing in the Project Application or Approval shall be construed so as to authorize the Project Sponsor to contract for or incur any obligation on behalf of the CFEI.

6. Nothing in the Project Application or Approval shall be construed so as to create the relationship of employer and employee between the CFEI and the employees of the Project Sponsor.

7. The Project is subject to audit by the CFEI.

8. The Project Sponsor shall forward to such places as the CFEI directs written reports as are requested by the CFEI providing a detailed statement, certified correct by the authorized signing officer for the Project Sponsor.

9. If at any time, in the opinion of the CFEI, the Project Sponsor has failed to conduct the Project in a manner acceptable to the CFEI or has failed to comply with these Program Regulations, the CFEI may immediately withdraw the approval by giving written notice thereof to the Project sponsor.

10. During the course of the work, a Project sign or signs consistent with graphics guidelines, specifying that the Project has received support from the CFEI, or such other wording to like effect as may be determined by CF shall be erected and maintained.

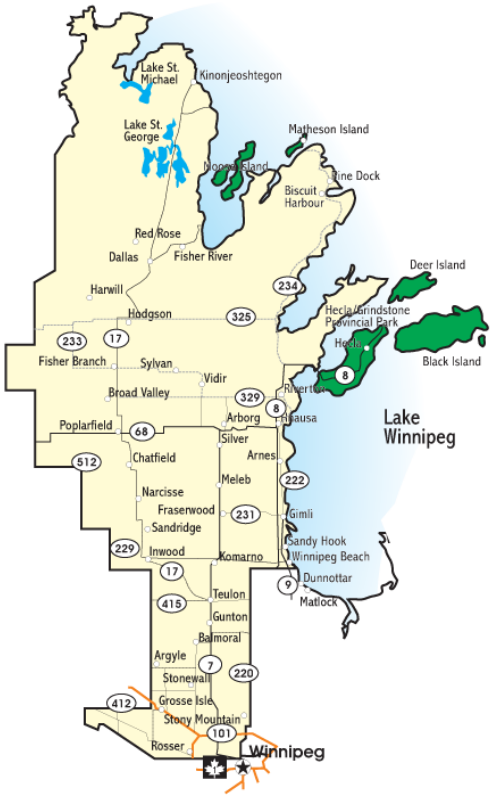
11. Where required by the CFEI, upon completion of the Project a permanent sign or plaque shall be erected and maintained upon the site of work.

12. Any public announcement relating to this approval, as well as any official opening ceremony or start up event for a project shall be planned by the Project Sponsor in consultation with the CFEI.

13. The Project Sponsor shall be solely responsible for and shall save harmless and indemnify the CFEI, its officers, employees and agents from and against all claims, liabilities and demands with respect to:

    a. any injury to persons (including, without limitation, death), damage or loss to or destruction of property, economic loss or infringement of rights caused by, or related to, the Project, compliance with these Program Regulations or the breach of any of these Program Regulations by the Project Sponsor's officers, employees, agents or contractors; and
    b. any omission or wrongful or negligent act of the Project Sponsor's officers, employees, agents or contractors.

14. Approved project or phase must be started not later than 6 months from the date of acceptance; and completed within 12 months otherwise, at the option of the CFEI, this offer of assistance shall be null and void.

15. Any funds awarded pursuant to this application are to be used solely for the purposes specified in this application unless prior written permission has been obtained from the CFEI to vary these purposes.

16. I understand that time is critical and that any failure on our part to start and complete the project within the outlined time frame without prior written consent will make any offer of financing null and void.