

Application Form:

Investing in Nunatukavut
Communities Infrastructure
Program (INCIP)

REVISED DECEMBER 6, 2018



Nunatukavut
our ancient land

APPLICATION FOR FINANCIAL ASSISTANCE

A) APPLICANT PROFILE

1. LEGAL NAME OF APPLICANT

OPERATING NAME, IF DIFFERENT

MAILING ADDRESS

BUSINESS NUMBER/HST NUMBER (IF APPLICABLE)

WEBSITE ADDRESS (IF APPLICABLE)

2. PRIMARY CONTACT

- NAME

TITLE

MAIN TELEPHONE NUMBER

OTHER NUMBER

FAX NUMBER

EMAIL

3. TYPE OF ORGANIZATION

- CORPORATION

NOT-FOR-PROFIT ORGANIZATION

MUNICIPALITY OR LOCAL SERVICE DISTRICT

OTHER (SPECIFY)

B. PROJECT INFORMATION

1. PHYSICAL LOCATION OF THE PROJECT

PROJECT NAME

ESTIMATED TOTAL PROJECT COSTS

AMOUNT REQUESTED FROM NCC

HAS THE APPLICANT RECEIVED ASSISTANCE FROM NCC PREVIOUSLY? YES NO

IF YES, PROVIDE DETAILS:

ESTIMATED START DATE OF PROJECT (YYYY-MM-DD):

ESTIMATED COMPLETION DATE (YYYY-MM-DD):

It is the responsibility of the applicant to complete all required sections as accurately and completely as possible. Failure to do so may preclude NCC from considering the application.

C. GOVERNANCE AND MANAGEMENT

1. LIST THE DIRECTORS/MEMBERS OF THE COUNCIL/BOARD/COMMITTEE AND THE KEY MANAGEMENT PERSONNEL OF THE APPLICANT

SURNAME	GIVEN NAME	TITLE/POSITION	TELEPHONE NO.	EMAIL

2. PROVIDE THE NAMES OF PROFESSIONAL ADVISORS THAT NCC MAY CONTACT TO INQUIRE ABOUT THE APPLICANT

SERVICE PROVIDER	NAME	CITY/TOWN	CONTACT PERSON	TELEPHONE NO.
ACCOUNTANT				
LAWYER				
INSURANCE COMPANY				
CONSULTANT				

3. PROVIDE THE NAME AND CONTACT INFORMATION OF THE BANK/FINANCIAL INSTITUTION THAT NCC MAY CONTACT TO INQUIRE ABOUT THE APPLICANT

INSTITUTION	CITY/TOWN	CONTACT PERSON	TELEPHONE NO.

DESCRIBE ELIGIBILITY TO BORROW, IF APPLICABLE:

D. REQUIRED INFORMATION AND DOCUMENTS (Please check the ones that are attached to this application)

	YES	N/A
INCORPORATION DOCUMENTS		
FINANCIAL STATEMENTS (CURRENT AND LAST FISCAL YEAR)		
COMPLETED PROPOSAL TEMPLATE (INCLUDED BELOW)		
SUPPLIER/PROFESSIONAL FEE QUOTES		
COPIES OF RELEVANT PERMITS AND LICENSES		
HST REBATE INFORMATION (I.E. REBATE RATE)		
LETTER OF SUPPORT FROM COMMUNITY GOVERNANCE STRUCTURE		
OTHER RELEVANT DOCUMENTS (SPECIFY)		

IMPORTANT NOTICE: NCC may require further information about the applicant to fulfill requirements. NCC may also need to obtain consent to collect personal information from officials associated with the applicant. Failure to provide these, if requested, may preclude NCC from finalizing the assessment of the application.

E. DISCLOSURES

		YES	NO
1.	ENVIRONMENT ARE THERE ANY ENVIRONMENTAL CONSIDERATIONS?		
2.	LEGAL IS THE APPLICANT INVOLVED IN ANY LEGAL ACTION? IS THE APPLICANT AWAITING JUDGEMENTS ON ANY LEGAL PROCEEDINGS?		
3.	MATERIAL CONTRACTS IS THE APPLICANT IN DEFAULT UNDER ANY SIGNIFICANT CONTRACT OR ANY FINANCING ARRANGEMENT?		
4.	TAXES IS THE APPLICANT IN ARREARS IN THE PAYMENT OFF ANY INCOME, BUSINESS OR PROPERTY TAXES, SALES TAXES, PAYROLL DEDUCTIONS, ETC?		
5.	OTHER FUNDING HAS THE APPLICANT RECEIVED, OR SOUGHT, ANY OTHER FUNDING FOR THE PROJECT?		

IF YOU ANSWERED "YES" TO ANY OF THE ABOVE QUESTIONS, PLEASE PROVIDE DETAILS:

F. CONSENT AND CERTIFICATION

The applicant consents to the following:

1. The names of successful applicants, the amount of funding approved and a description of the project may be disclosed on NCC's website, social media and print materials.
2. NCC may contact any person or organization listed in this application to inquire about the applicant and/or the project.
3. Sharing of the information collected with other potential funders for the administration of this program and the overall project.
4. Use of the project information for policy analysis, research and/or evaluation of NCC programs.

The applicant certifies the following:

1. The information provided is, to the best of the applicant's knowledge and ability, complete, true and correct, and that this will apply to all information provided in the future in connection with the assessment of the project. Furthermore, the applicant will promptly notify NCC if any of the information changes.
2. That financial assistance from NCC is required in order to proceed with this project.
3. This project will comply with all relevant municipal codes, by-laws and provincial/federal/NCC laws and regulations.
4. Compliance with NCC's Conflict of Interest Policy (available at www.nunatukavut.ca or upon request).

I have read and understood the above Consent and Certification on behalf of the applicant. I voluntarily consent to the collection, use and disclosure of information as described, make the certification as stated and authorize the actions indicated.

(Please keep a signed copy of this form for your records.)

_____ SIGNED AT (LOCATION): _____
SIGNATURE OF AUTHORIZED OFFICIAL

_____ ON THIS _____ DAY OF _____, 20____
PRINT NAME AND TITLE OF AUTHORIZED OFFICIAL

G. NCC CONTACT INFORMATION

Shawn Holwell, Engineering Technician
21-23 Main Road
PO Box 130
Cartwright, NL, A0K 1V0
Tel: (709) 938-7882
Fax: (709) 938-7880
Email: sholwell@nunatukavut.ca

**APPLICATION DEADLINES:
APRIL 15
OCTOBER 15**

PROPOSAL TEMPLATE

1. DESCRIPTION/OVERVIEW OF YOUR PROJECT

2. BACKGROUND OF THE APPLICANT AND/OR COMMUNITY

3. PROJECT ACTIVITIES AND TIMELINES

4. EXPECTED OUTCOMES

