This Contract made between

#### Bigstone Cree Nation

(Hereinafter called the “Organization”)

- and –

##### Name of Applicant

(Hereinafter called the “Project Director”)

Click or tap to enter a date.

**THIS AGREEMENT** dated this day the Click or tap to enter a date.between Bigstone Trust Administration (hereinafter called the “Organization”) and Click or tap here to enter text. The (“Project Director”) concerning the Bigstone Cree Nation Trust Proposal Application attached hereto as schedule “A”.

**1. TIME FRAME for COMPLETION**

1.1 The “Project Director” shall commence Work on:Click or tap to enter a date.

1.2. The “Project Director” shall complete the project on or before: Click or tap to enter a date.

1.3 The start date and end date are essential to the completion of this contract. The “Project Director” whose signature appears herein, AGREES to undertake responsibility for all phases of the Project and is accountable to the Membership, the Trustees and to Bigstone Cree Nation the “Organization”.

**2. THE WORK**

2.1 The “Project Director” is to perform the following duties and responsibilities to successfully complete the Work in accordance with the terms of this Agreement as set out in Schedule “A” attached hereto.

**3. FUNDING**

3.1 The “Organization” shall pay the “Project Director” the sum of $ Click or tap here to enter text., on the following basis:

3.1.1  The “Organization” shall make one payment for the full amount of the approved budget

to the “Project Director”.

3.1.2  The “Organization” shall make progress payments to the “Project Director” for the portion of the benefits as has been certified complete by the “Organization”.

3.1.3  The “Organization” may withhold from any payment due or become due to the “Project Director” funds sufficient to satisfy its obligations with respect to any outstanding work, lien or trust claim of which the “Organization” has notice or is deemed to have notice.

**4. The “PROJECT DIRCTOR’s” OBLIGATIONS**

4.1. The “Project Director” shall supply all labour, tools, equipment, machinery or any other products and services to complete the Project, where applicable.

4.2. **Compliance with Laws**: The “Project Director” is responsible for obtaining and paying for all permits, license, and certificates necessary for the performance and completion of the Work, where applicable.

4.2.1. The “Project Director” shall give all prerequisite notices and comply with all laws, ordinances, rules, regulations, codes and orders of all authorities having jurisdiction which are or may be in force during the performance of this Agreement and which relate to the Work, the preservation of public health or construction safety.

4.3. The “Project Director” shall comply with and fulfil all duties and responsibilities required to be completed and fulfilled by the “Project Director” as documented by this Agreement.

4.4 The “Project Director” shall perform the duties and responsibilities necessary to complete the Work in accordance with the schedule mutually agreed upon by the “Organization” and the “Project Director” at the signing of this Agreement.

4.5. **Protection of persons and property**: The “Project Director” shall protect the Project, Bigstone Cree Nation’s property and the property of any third party(s), from damage occasioned by the performance of its obligations under this Agreement.

4.5.1 Any properties purchased or acquired with funds provided by the “Organization” to complete the Work shall be returned to Bigstone Cree Nation upon completion of the Project.

4.6 **Record Keeping**: The “Project Director” shall maintain records of financial and non-financial accounts, for the Project, for which funding is provided under this Agreement.

4.7 **Reporting**: The “Project Director” or a team member assigned by the “Project Director” shall submit written reports every three (3) months from commencement date, to the Trust Administrator, or to the Communications/Project Coordinator, after each phase of the project..

4.7.1 The “Project Director” shall maintain detailed records of activity, dates, names of participants, name of event, testimonials/pictures, receipts and any essential supporting documents to be attached to ALL mandatory reports and submitted to the Trust Administrator or the Communications/Project Coordinator.

**5. CHANGES in the PROJECT**

5.1 The Trustees of **Bigstone Cree Nation Trust** shall have the right, without invalidating this Agreement, to require change(s) in the Work.

5.2 No change(s) in the Work shall proceed until and unless the Trustees of **Bigstone Cree Nation Trust** have provided written authorization, directing the “Project Director” to make such change(s) to the Work.

**6. INSURANCE**

6.1 The “Project Director” shall provide and maintain whatever insurance is necessary to complete the Project (if applicable).

**7. GENTERAL MATTERS**

7.1 The “Project Director” shall complete the Work in a judicious, proficient, ethical, and honourable manner.

7.2 The “Project Director” warrants all work and materials supplied under this Agreement for one (1) year

after completion, where applicable,

**8. ASSIGNMENT**

8.1 This Agreement shall not be assigned, in whole or in part, to any other party(s) without the express written consent of the “Organization”.

**9. LAW of the AGREEMENT**

9.1 This Agreement shall be GOVERENED by the laws of the Province of Alberta.

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(BIGSTONE CREE NATION

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Witness (Signature) Project Director (Signature)

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Name (Print) Name (Print)