



# BIGSTONE CREE NATION 2022 TRUST PROPOSAL APPLICATION

**PART A – Information About You**

Date: Jan 17 2022

The following information is essential for approval and for **BCN Trust Administration** to contact you.

**Project Director:** \_\_\_\_\_ Jennifer Gladue \_\_\_\_\_ **Treaty No:** \_\_\_\_\_

**Address:** \_\_\_\_\_ Box 900 \_\_\_\_\_ **City/Town:** \_\_\_\_\_ Wabasca \_\_\_\_\_

**Province:** \_\_\_\_\_ Alberta \_\_\_\_\_ **Postal Code:** \_\_\_\_\_ T0G2K0 \_\_\_\_\_

**Telephone Number:** \_\_\_\_\_ 7808913906 \_\_\_\_\_ **Cellular Phone:** 7807730083 \_\_\_\_\_

**Fax Number:** \_\_\_\_\_ 7808913918 \_\_\_\_\_ **Email address:** \_\_\_\_\_ jennifer.gladue@bigstone.ca \_\_\_\_\_

**Which Trust classification are you applying to access funding?**

*(Check off only one Trust Fund category, with amount requested for that category)*

**Please note that all application submissions need to be in by**

**January 17, 2022 at 11:59 pm, no exceptions.**

*(It is recommended to submit all proposals 5 business days prior to deadline)*

**Bigstone Cree Nation Department**

**Members at Large/Committee**

BCN Trust  **Off-Reserve Members**  **Calling Lake**  **Chipewyan Lake**  **Wabasca/Desmarais**

<b>Mandatory (4) Team Members</b>	<b>Position on Team</b>	<b>Roles and Responsibilities</b>	<b>Signing Authority</b>
Jennifer Gladue	Director	Signing authority	<input checked="" type="checkbox"/>
Raya Stuart	Food Bank Coordinator	Running Program	<input type="checkbox"/>
Eleanor Peacock	Executive Assistant	Assist Director	<input checked="" type="checkbox"/>
Treana Gladue	Program Coordinator	Assist Food Bank Coordinator	<input type="checkbox"/>

**Part B – Information About Your Project**

### **IMPORTANT**

Please note that this form is required for formal reviews of the project by the Trustees and Chief & Council and from time-to-time, Bigstone Cree Nation Members. It is also necessary if the Accountable Body is requested to make decisions that materially affect the project, including changes or modifications to the original plan. It is the responsibility of the Project Director to complete the form, assisted by the Project Team or Society/Committee.

**Executive Summary**



# BIGSTONE CREE NATION

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**Title of your proposal:** Food Bank

**Project Start Date:** July 2022 **Expected end date:** July 2023

### Executive Summary

This Summary gives the reader a concise overview of the project's purpose; the team's research; progress; and process of the project. Summarize the importance of the project and its main objective.

The distribution of the food bank has been with Neepinise since September 2017 at the Kiyaskos Community Program Centre. Since that time, the funding has been getting lower but numbers of people using the service are getting higher, despite the effort of Neepinise Family Healing Centre. The donations come in but just as they come in the money is spent just as fast. We need the help of the BCN Trusts the funding will help significantly and we can continue to help the community of Wabasca/Desmarais and surrounding areas. With covid on the rise, our numbers have been growing increasingly and the food orders have been larger. With the food prices also rising, it's been tough for our community to meet their nutritional needs.

\*Add additional sheets as needed

### Description

Describe the nature of the project, it's overall goal and value to the Membership and to the Community. Be concise and brief without sacrificing the necessary details. Start your message with a brief introductory sentence followed by bullet points to highlight the purpose of the project.

Food bank has been in the community for few years, it has helped many families in need.

- \* It is used by a lot of community members.
- \* It helps feed the families in our communities that need that extra help
- \* We have served people from surrounding areas such as; Sandy Lake, and Chip Lake.
- \* We also help the on/off reserve in the Wabasca, Sandy lake and Chipweyan area.
- \*Status and non status

\*Add additional sheets as needed



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### Goals of your proposal:

You should provide data that describes relevant statistics and qualitative observations that outline the requisites of your project. Make it easy for the reader to understand why your project is important, how it is uniquely suited to address a specific challenge/barrier and how it will meet the needs of Membership and the Community.

There is a greater need for support in our communities for food. Our goal is to help the needy families who need the extra support during this time. Our number has been growing increasing and is continuing to grow. With the extra funds we can continue to help as the food costs are also rising.

Target Timelines and outcomes for each Quarter (provide a brief summary):

#### July-September

July 2021-480 adults and children

August 2021-584 adults and children

September 2021-699 adults and children

In the summer months come to end, the numbers start to grow increasingly,

#### October 2021-December

October 2021-1064 adults and children

November 2021-926 adults and children

December 2021-606 adults and children

The number is higher in the winter months

#### January-March

As the new is here, we just starting new reports

#### April-June

No new reports as of yet.

\*Add additional sheets as needed

### Result:

**Evaluation Plan:** What results do you expect to achieve over the course of the project? How will you know when the project is completed that your goals and objectives have been met?

#### List the resources needed for the project:

Describe the manpower, tools and resources being utilized to achieve the goals of the project.

- Briefly describe the activities and methods you/your team will employ to achieve your goals and objectives.

Which departments will oversee specific aspects of the plan and what programs or information are they using?

- What results do you expect to achieve?
- What criteria will you be using to measure success?



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Will you be subcontracting out? Briefly describe who, when, where, why and how?

The reader should be able to understand who manages certain deliverable.

• We make our order through Northern for dry goods, milk and eggs. it is much easier than to going out of the community to purchase the food we provide, we do not have the man power or the vehicle to go and purchase the food out of the community.

\* The Culture and Recreation Department then goes and picks up the order for us and delivers the food to our office. At times when they cannot deliver we then ask Manitoulin to get our order for food bank.

\* We stock the shelves

We get boxes from Northern Food Store, they save them for us, so much easier then going to dumpsters and other stores to look for boxes.

We then assemble the boxes for distribution by taping the bottom, so they won't break when we put the canned food in. We then fill the boxes with the food.

We set up the day for call-in, which is Tuesdays and the pickup day and time, which is Wednesday 3p to 5 pm. This allows us time to get the food bank boxes ready. We do however don't have food bank days on Assistance week and Child Tax Benefit Week, this helps with saving costs as well.

We distribute hampers twice a month. One box per household.

We order our produce and meat from Calahoo meats. Our orders come in on Fridays. That's when we need additional helpers to put away all the ordered food.

On order days with Northern and Calahoo and distribution days, we need the manpower to help on those days with additional helpers.

\*Additional sheets as needed

### Project End Evaluation by the Administrator:

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Indicate below which category your proposal request fall under:

- Community Development \*\*
- Health Care
- Education and Training
- Elder Care
- Infrastructure improvement
- Preserving culture and language
- Community activities
- Economic development
- Cultural enrichment
- Protection of aboriginal identity and Treaty Right

\*\*If you have chosen *Community Development*, which additional categories does your proposal request fall under?

- Improve health and well-being (emotional, physical, mental, spiritual)



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- Benefits from improving awareness of culture, traditions, identity
- Networking-building relationships with the community and outside the community
- Creating temporary jobs
- Occupational training and development of infrastructure
- Opportunity for creating greater economic independence

What research and/or studies have you/your team completed to determine the requirements of membership or the community, that this proposal will provide?

We determine on the monthly basis. The number changes each month. We do monthly reports.

\*Add additional sheets as needed

### Projected Budget

How much money are you/your team requesting with this proposal? \$276,000

Have you included a Cash Flow budget? Yes  No

If you checked off "no" please explain why you didn't submit a Cash Flow budget?

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\*Add additional sheet as needed

Bank account information attached? Yes  No

Have you/your team approached any other funding agencies prior to approaching BCN Trusts?

Yes  No

If you checked off "yes", please provide the details of the request, what amount was negotiated and what amount was approved. If the request was denied, please explain why it was denied.

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\*Add additional sheets as needed

Is the funding request from BCN Trusts to be used with any other funding source(s) or partner(s)?  
Yes  No

If you checked off "yes", identify the funding source or partner: M.D of Opportunity, Bigstone ASSETS

What is the % breakdown of funding from other source(s) or partner(s)?

M.D of Opportunity           %    30

Bigstone ASSETS            %    10

\_\_\_\_\_                    %    \_\_\_\_\_

### Quarterly Report

If you/your team do not submit the first (1<sup>st</sup>) quarterly report within the first three (3) months of starting the project and subsequent quarterly reports thereafter until the conclusion of the project, your funds may be suspended indefinitely at the phase, the delinquency had been committed.

#### Definition

Quarterly means every three (3) months.

### Summary/Evaluation Report:

It is equally important to submit the final Summary/Evaluation report at the end of the project.



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### IMPORTANT to KNOW

BCN Trusts will no longer tolerate negligence, procrastination, and non-compliance.

1. The consequence for irresponsible acts of postponement, may be a “rejected proposal” by the Trustees and Chief & Council because of non-performance.
2. It is equally important to RETURN assets (property/equipment etc.) back to Bigstone Cree Nation when such items are purchased with BCN Trust funding, at the end, of the project.
3. Trust Administrator will conduct a Project End Evaluation Report.

When the Project Director undertakes to coordinate a project, it is his/her responsibility to comply with the requirements of the program and to ensure that his/her Team conforms.

BCN Trusts is responsible to Membership, the Trustees and to Chief & Council.

Elcans Peacock

Print Name

[Handwritten Signature]

Signature

Incomplete applications will not be accepted.

