



BIGSTONE CREE NATION

2022 TRUST PROPOSAL APPLICATION

PART A – 2021 Bigstone Cree Nation Chipewyan Lake Treaty Day

Date: **JANUARY 17, 2022**

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

Project Director: Bigstone Executive Director **Treaty No:** 45803259-01

Address: BOX 960

City/Town: _ WABASCA

Province: ALBERTA

Postal Code: T0G 2K0

Telephone Number: 780-891-3836

Cellular Phone: 780 891-7332

Fax Number: 780-891-3888

Email address: lorna.auger@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

Mandatory (4) Team Members	Position on Team	Roles and Responsibilities	Signing Authority
<i>Lorna Auger</i>	<i>Team Lead Administrator</i>	Set up of meetings and confirming Treaty dates and budget analysis	<input checked="" type="checkbox"/>
<i>Corrine Cardinal</i>	<i>Membership Clerk</i>	Verify Membership status	<input checked="" type="checkbox"/>
<i>Shannon Ladouceur- Alook</i>	<i>Finance Director</i>	Finance duties	<input checked="" type="checkbox"/>
<i>Leeanne Young</i>	<i>Calling Lake Admin</i>	Community Contact	<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.



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Executive Summary

Title of your proposal: 2021 Calling Lake Community Coordinator and Office O&M

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.

*Add additional sheets as needed

Description

Describe the nature of the project, its 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.

Bigstone Cree Nations' Annual Treaty Day is a One-day event celebrating Bigstone Cree Nation Treaties. The Nation unites members of all Bigstone Cree Nation of (7) seven Reserves including the surrounding communities (both on and off reserve). The day "August 14th "of each calendar year and marks the anniversary of the historic signing of the Treaty event. The Nation celebrates Treaty Day by honoring our native culture and remembering the Treaty promises by educating and bringing families and communities together to promote family unity, language, and tradition.

*Add additional sheets as needed

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.

Bigstone Cree Nation Calling Lake residents and members both on and off reserve and surrounding communities, visitors and members have a chance to come home and visit the community. They enjoy this day with fun filled events comprising of Traditional ceremonies, teepee village where traditional food samplings and display of food preparation is showcased, usually filled with Elders of the community were the Cree Language, uniting of family relations, family trees are discovered.

The Goal of this event is to honor community Leaders, Partnerships, Elders, Members and Children by gathering and listening to our native language, stories and music showcasing the ever so talented group of BCN Calling Lake members in categories of singers, instrument players, songwriters, drummers, Traditional Dancers, jiggers, and a change to taste and sample traditional foods and preparing, all the while learning the ways of our ancestors and creating new ideas for the Nation to prosper and not depend on others but remind ourselves that we are unique and encourage one another that we are strong and unique with our heritage, culture and language. A day to promote family unity, language, and tradition.



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Target

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

July-September

Final arrangements and hands on planning take place and community events occur

October-December

1. Final payments and disbursed and allocation of funds are verified
2. Final reports are due

January-March

Audits and financial statements are prepared

April-June

Agendas, committee and calendar dates are collaborated and scheduled

*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?

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

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

Providing that we are able to gather and Covid-19 is behind us Evaluation Plans as follows:

The plan is to start Monthly meetings in March with Designated staff members of each department and working closely with BCN Finance Director I plan to appoint one event to each department to host, prepare and finalize each event and aim to have everything prepared the day prior to the event.

Once this is in place, I will be hiring a subcontracting to Chair, Prepare, Manage the event and I will be scheduling and collecting his/her report to finalize and process.



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The only signing Authority will be myself and the Membership Clerk when I am not available, and any purchase must accompany and BCN Administration Purchase order.

*Additional sheets as needed

Project End Evaluation by the Administrator:

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)
- 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?

Research of Treaty rights, Signing of BCN Treaty, community partnerships, Industry relations and membership stats

*Add additional sheets as needed

Projected Budget

How much money are you/your team requesting with this proposal? 60,000



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2021 Calling Lake Treaty Day Budget

Traditional food	(Dry/Fry Meat, Tea, Berries, fish fry, bannock, etc.,)	\$1,000
Event Set up	(Teepees, Wood (cook) stoves, Tents & Tables rentals & travel)	\$1,000
Entertainment	(Band, Instrument Rentals, MC, Judges)	\$500
Event Supplies	(Plates, Cutlery, Condiments, groceries, Zip bags firewood, etc.)	\$1,000
Children Activates	(Games, Supplies, prize payouts, raffles)	\$500
Prize Payout	(Parade, Talent Show, Jigging, Traditional Dances, Games)	\$1,000
Total Budget		5,000

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?

*Add additional sheet as needed

Bank account information attached? **Bigstone Cree Nation Administration Account** 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.

*Add additional sheets as needed

Is the funding request from BCN Trusts to be used with any other funding source(s) or partner(s)?



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Yes No

If you checked off “yes”, identify the funding source or partner: _____

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

_____	%	_____
_____	%	_____
_____	%	_____

Quarterly Report

If you/your team do not submit the first (1st) 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.

Lorna B. Auger

Lauger

Print Name

Signature

Incomplete applications will not be accepted.