



BIGSTONE CREE NATION

2026 TRUST PROPOSAL APPLICATION

PART A – Information About You

Date: **January 14, 2026**

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

Project Director: **LILLIAN J. BOUCHARD**

Treaty No [REDACTED]

Address: **BOX 373**

City/Town: **CALLING LAKE**

Province: **AB**

Postal Code: **T0G 0K0**

Telephone Number: **780 331 3425**

Cellular Phone: **587 783 1545**

Fax Number:

mail address: l.anderson814@hotmail.com

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 15, 2026 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 ☒ **X**

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

Team Member	Position on Team	Roles and Responsibilities	Signing Authority
LILLIAN J. BOUCHARD	PROJECT DIRECTOR	- Manage all admin. Duties - Do all finance payables - Complete & submit reports - Maintain all client files	☒
BILLIE GAMBLER	TEAM MEMBER	Project support as needed	☐
CALVIN GAMBLER	TEAM MEMBER	Project support as needed	☐
LENCY BOUCHARD	TEAM MEMBER	Project support as needed	☐

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: **CALLING LAKE ON RESERVE POWER AND HEAT SUBSIDY**

Project Start Date: **August 2026**

Expected end date: **July 2027**

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 main purpose of the project is to:

- To continue providing the power and heat subsidy to all of the on-reserve members.
- *All members continue to struggle with the high increase of all monthly utilities.*
- *Especially with the recent increase in the power usage and distribution costs. Average monthly power bills are now between \$400 - \$600 or even higher, depending on the service providers.*
- *This is a proven added benefit for those members that reside on reserve, members have acknowledged and appreciate the benefits being provided in a timely manner.*
- *If this proposal makes it through, it will be year 8 of this well needed and appreciated project.*

*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.

To continue to assist our on-reserve members with financial supports due to ongoing increases of utilities.

- *Provide on-time monthly payments for all clients.*
- *Provide assistance to maintain good financial standing on behalf of the client with service providers.*

*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.

This project started in 2019, year 8 in August 2026. So far In the fiscal year of 2025-2026, there is a total of 53 homes registered on the project, with satisfied clients. In year 8 my goal is to get every home registered, with the exception of annual available funds.



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Target

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

August – October

- *Schedule a date in July 2026 for new and/or renewing client registrations.*
- *Update information such as client, service provider.*
- *Create and process the monthly payments for August to October*
- *Update client files and financials every month for accountability*
- *Complete and submit first quarter report as required for financial accountability.*

November - January

- *Open communication with clients for any updates or concerns.*
- *Create and process monthly subsidy payments to utility providers from November to January*
- *Ensure clients of available assistance for wood program for the winter months.*
- *Update client files and financials every month for accountability*
- *Complete and submit second quarter report as required for financial accountability.*

February - April

- *Open communication with clients for updates or concerns*
- *Create and process the monthly subsidy payments to utility providers from February to April*
- *Update client files and financials every month for accountability*
- *Complete and submit third quarter report as required for financial accountability*

May - July

- *Ongoing communication with clients and share project update*
- *Create and process the monthly subsidy payments to utility providers from May to July*
- *Update client files and financials every month for accountability*
- *Complete and submit fourth quarter report as required for financial accountability*

*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.
- **Members at Large will need WCB and Insurance to undergo Trust Proposal Projects.**

The project director will oversee the whole project and ensure all deliverables are met. Team members will continue to share feedback to Project Director and/or communicate with clients as required.



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*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?

Currently there is about 65 homes on reserve, including the new units in 2024 including the vacant abandoned homes. My annual client registrations have been at 53. Each year, new clients are added, and some clients request to be removed.

*Add additional sheets as needed

Projected Budget

How much money are you/your team requesting with this proposal? **\$ 150,420**

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?

SEE THE ATTACHED EXCEL BUDGET

*Add additional sheet as needed

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

Yes ☐ No ☒



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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)?

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.

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 an 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.

LILLIAN J. BOUCHARD

Lillian Bouchard

Print Name

Signature

Incomplete applications will not be accepted.

