



Affaires indiennes
et du Nord Canadien

Indian and Northern
Affairs Canada

**FIRST NATION COMPONENT OF THE
INFRASTRUCTURE CANADA PROGRAM**

**PROJECT APPLICATION FORM
AND INSTRUCTIONS**

How can the Infrastructure Canada Program assist First Nations?

The Government of Canada through Indian and Northern Affairs Canada (INAC) is committed to supporting strong First Nations communities, people and economies. There is a recognition that many First Nations communities need improvements to their physical infrastructure, such as better roads and water and sewer services. To help meet these needs, the federal government has launched the Infrastructure Canada Program, which has a component dedicated to First Nations.

Funding for this First Nations component will be available from April 2001 until March 2006. This funding will support planned capital investments in First Nations' community infrastructure.

What are the objectives of the Infrastructure Canada Program?

- T to enhance community infrastructure
- T to improve quality of life and environment
- T to support long-term economic growth
- T to build 21st-century infrastructure by using the best technologies, new approaches and best practices

Who is eligible for the program?

First Nations communities on reserves in all provinces and the Yukon Territory are eligible.

The program for the First Nations in the Northwest Territories (NWT) is being administered under the Canada-Northwest Territories agreement. First Nations in the NWT are invited to contact the INAC Yellowknife office for further information.

Proposals from Inuit and Métis communities are eligible under the federal/provincial/territorial agreements.

How does cost-sharing work for projects under this program?

Costs for approved projects will be shared by the Government of Canada and the First Nation. Projects can also be a shared initiative, involving a municipality or a province/territory as well.

There are two types of investment priorities under the Infrastructure Canada Program.

The first priority is "green" infrastructure projects. These include projects like improving the quality of the water and wastewater systems, solid waste management and flood control. The secondary priorities include other infrastructure projects that meet such needs as better local transportation and tourism development.

The program aims to have at least half of the projects it funds come under the “green” infrastructure category.

For a “green” infrastructure project, the First Nation would normally be required to provide at least one-sixth of the project cost. One-third would come from Infrastructure Canada, and up to 50 percent from INAC funding.

For other infrastructure projects, the First Nation would normally be required to provide at least one-third of the project cost. One-third would come from Infrastructure Canada, and one-third from INAC funding.

What do you include in your project proposal?

First Nations are invited to develop proposals that are in keeping with the priorities set regionally. Eligible projects must involve the construction, renewal, expansion or material enhancement of fixed capital assets that will be used by, or benefit, the public. Each project proposal must demonstrate:

1. how the project will advance the First Nation’s development plans, both physically and economically;
2. how the project will meet the program’s environmental, economic, community and innovation objectives;
3. how the financial support from Infrastructure Canada would be used (i.e. to implement, enhance the scope, or accelerate the timing of the proposed project);
4. how the project will satisfy the federal environmental assessment requirements; and
5. how the project makes use of the best available, economically feasible technology.

How do you apply?

To submit a proposal, please fill out an application form available at your local INAC regional office or visit INAC’s website.

Send a copy of your completed application form, and your project proposal, to your local INAC regional office. Please ensure that your submission fulfils the requirements of the regular capital program, and the five requirements of the Infrastructure Canada Program listed above. You must also include a Band Council Resolution showing that the project proposal has been authorized and endorsed by Chief and Council, and proof of your First Nation’s financial commitment to the proposal. Please also indicate all sources of funding associated with the project.

First Nations may also request to apply on-line using the Web-based application form developed by the Treasury Board Secretariat. Your local INAC regional office can give you access to this system.

Selection and approval process

Each proposal goes through a screening, review and selection process at the INAC regional office level. The regional review committees include representatives from First Nations organizations. Projects will be selected based on their merit and will be prioritized using the objectives of the Infrastructure Canada Program as key criteria. Once the regional review committee makes its recommendations, selected project proposals will be forwarded to INAC headquarters for the necessary approvals. All projects that receive funding will be announced publicly.

Information on the projects selected will be included in the Infrastructure Canada's national Web-based information management system. Those responsible for the projects will need to provide project updates on a regular basis. Approved projects may be subject to an audit. INAC will participate in the interim and final evaluations of the national Infrastructure Canada Program.

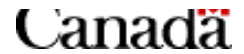
Who do you contact first?

For more information please contact your local INAC regional office. You can also visit the INAC Website at www.inac.gc.ca, or the national Infrastructure Canada Program Website at www.tbs-sct.gc.ca/ino-bn, or call 1 800 0 CANADA.

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PROGRAM APPLICATION FORM



FOR DEPARTMENTAL USE ONLY	
Project Number	Date Request Received
Joint Project <input type="checkbox"/> Yes <input type="radio"/> Cross Reference number _____ <input type="checkbox"/> No	

SECTION I – FIRST NATION APPLICANT OR SPONSOR

Legal Name of Applicant/Sponsor		Municipal Code/Band Number	
Street Address	Town / City	Province	Postal Code
Contact Person		Language Preference: <input type="checkbox"/> English or <input type="checkbox"/> French	
Street Address	Town / City	Province	Postal Code
Telephone Number	Fax Number	Email Address	

SECTION II – PROJECT INFORMATION

Project Title			
Project Location			
Municipal/Band Project Reference Number	Municipal / Band Council Resolution Number	Date and Location	Municipal/Band Priority
Project Description/Abstract:			
Nature of Project <input type="checkbox"/> New Construction <input type="checkbox"/> Expansion <input type="checkbox"/> Renewal		Public Private Partnership? <input type="checkbox"/> Yes <input type="radio"/> Complete Schedule A <input type="checkbox"/> No	

JOINT PROJECT APPLICANT INFORMATION

Legal Name		Contact Person	
Street Address		Phone number	Fax Number
Town/City	Province	Postal Code	Email Address

SECTION III – PROJECT TYPE – check one only

Green municipal infrastructure	<input type="checkbox"/> Water and/or wastewater systems <input type="checkbox"/> Water management <input type="checkbox"/> Solid waste management	<input type="checkbox"/> Recycling <input type="checkbox"/> Energy efficiency (of buildings and facilities owned by Local Governments) <input type="checkbox"/> Other (Specify below)
Local transportation infrastructure	<input type="checkbox"/> Roads, bridges, tunnels <input type="checkbox"/> Commuter rail <input type="checkbox"/> Public wharves, docks, piers and terminals <input type="checkbox"/> Subway systems <input type="checkbox"/> Light rail	<input type="checkbox"/> Other local rail-related infrastructure <input type="checkbox"/> Intelligent transportation systems technology <input type="checkbox"/> Community/ locally-owned airports and related facilities <input type="checkbox"/> Transit buses using alternative fuels <input type="checkbox"/> Other (Specify below)
Cultural and recreational facilities	<input type="checkbox"/> Local museums <input type="checkbox"/> Art galleries <input type="checkbox"/> Performing arts facilities <input type="checkbox"/> Cultural/community centres	<input type="checkbox"/> Designated local heritage sites <input type="checkbox"/> Recreational and sports facilities <input type="checkbox"/> Libraries <input type="checkbox"/> Other cultural assets <input type="checkbox"/> Other (Specify below)
Infrastructure supporting tourism	<input type="checkbox"/> Infrastructure supporting tourist facilities <input type="checkbox"/> Major public attractions	<input type="checkbox"/> Convention ,trade centres or exhibition buildings <input type="checkbox"/> Other (Specify below)
Rural and remote telecommunications	<input type="checkbox"/> Fibre optic or copper cable, radio or satellite links in rural and northern areas <input type="checkbox"/> Other (Specify below)	
High-speed access for local public institutions	<input type="checkbox"/> Schools <input type="checkbox"/> Museums <input type="checkbox"/> Libraries	<input type="checkbox"/> Community centres <input type="checkbox"/> Municipal buildings <input type="checkbox"/> Other (Specify below)
Affordable housing	<input type="checkbox"/> Construction of rental housing (including related infrastructure such as site preparation and utility extensions) <input type="checkbox"/> Other (Specify below)	

Other:

SECTION IV – PROJECT BENEFITS

Primary project benefits – Refer to Appendix B	Baseline	Target
(a)		
(b)		
(c)		
(d)		
(e)		
Additional benefits		

SECTION V – TIMELINES AND RATIONALE

Project Start Date	Project Completion Date
Project Milestones	
Project Management	
Project Rationale	
Rationale for funding from Infrastructure Canada and Provincial (Territorial) Governments	
Environmental Impact Description	
Technology Description	
Operations and Maintenance	
Communications Plan	

SECTION VI – PROJECT COSTS

1. Construction costs	Total Costs
Mobilization / Demobilization	
Construction	
--Buildings	
-- Services (water, sewer, roads, etc.)	
Purchase/Acquisition of vehicles and equipment	
Contingency	
Fit-up (only for buildings)	
Risk	
Sub-total construction costs	
2. Non-Construction Costs	
Design	
Quantity Surveyor	
Survey and Soil testing	
Inspection	
Project Management	
First Nation Coordination	
Technical Trades Training	
Commissioning (including Development of a Maintenance System)	
Independent Audit/Post Project Evaluation	
Sub-total non-construction costs	
3. Total estimated gross project costs (1 plus 2)	
4. Tax rebates	
5. Total net estimated project costs (line 3 minus line 4)	

Proposed Financing of Approved Costs	2000-01	2001-02	2002-03	2003-04	2004-05	2005-06	Total
Infrastructure Canada Federal Share							
DIAND Share							
First Nation Share							
Other Government Department Share							
Provincial/Territorial Share (Joint Projects)							
Municipal Share (if applicable)							
Private Sector Share (if applicable)							
Others (Specify)							
Total							
Name of Other Partners	Address	Contact Name		Contact Phone Number			
Estimated Yearly operating costs (beyond project completion)							
Number of person-days of work generated							

SECTION VII – ENVIRONMENTAL ASSESSMENT CHECKLIST

Please answer the following questions about the proposed project	YES	NO
1) Will the project be carried out within 30m of a body of water?	’	’
2) Could the project potentially result in the release of polluting substances into a body of water?	’	’
3) Will the project result in the construction or installation of a building with a footprint of more than 100m ² and a height of more than 5m?	’	’
4) Will the project result in the construction, installation, expansion or modification of a physical work with a footprint of more than 25 m ² ?	’	’
5) Will the project result in the expansion or modification of an existing building, including its fixed structures, that would increase the footprint or height of a building by more than 10 per cent?	’	’
6) Will the project result in the construction, installation, expansion or modification of a ramp, door or handrail to facilitate wheelchair access?	’	’
7) Will the project result in the construction of a sidewalk or boardwalk, or a parking lot with a parking capacity of 10 automobiles or less, where the construction would be contiguous to an existing building?	’	’
8) Will the project result in the expansion or modification of an existing sidewalk, boardwalk or parking lot that would increase the area of the sidewalk, boardwalk or parking lot by more than 10 per cent?	’	’
9) Will the project result in the construction, installation, expansion or modification of a radio communication antenna and its supporting structure that would have one of the following characteristics? <ul style="list-style-type: none"> – The antenna and supporting structure are affixed to an existing building, or are situated at a distance of less than 15 m from an existing building, and – Neither the antenna nor its supporting structure nor any of its supporting lines have a footprint of more than 25 m² and would not require a permit under paragraph 25(1)(a) or 27(a) of the Territorial Land Use Regulations. 	’	’
10) Will the project result in the expansion or modification of an existing road that would be carried out on the existing road right of way and would not lengthen the road or widen the road by more than 15 per cent?	’	’
11) Will the project result in the expansion or modification of an existing telecommunication or electrical transmission line, other than an international electrical transmission line, that would not <ul style="list-style-type: none"> – Lengthen the line by more than 10 per cent; – be carried out beyond an existing right of way; – involve the likely release of a polluting substance into a water body; or – involve the placement in or on a water body of the supporting structures for the telecommunication or electrical transmission line 	’	’
12) Will the project result in the construction or installation of a switching station associated with a telecommunication or electrical transmission line with a voltage of not more than 130 kV, other than an international transmission line, where the construction or installation would not be carried out beyond an existing right of way?	’	’
13) Will the project result in the expansion or modification of an existing switching station associated with a telecommunication or electrical transmission line, where the expansion or modification would not be carried out beyond an existing right of way?	’	’
14) Will the project result in the modification of an existing wharf, other than a floating wharf, or of an existing breakwater that is accessible by land, where the modification would not <ul style="list-style-type: none"> – be carried out below the high-water mark of the breakwater or wharf; – involving dredging; or – involve the likely release of a polluting substance into a water body? 	’	’

SCHEDULE A - PUBLIC PRIVATE PARTNERSHIPS

GENERAL INFORMATION			
Legal name of Private Sector Partner			Contact person
Street address			Telephone
			Fax
Town/city	Province	Postal code	Email address
ORGANIZATION PROFILE			
Ownership and status of corporation			
Date corporation established			Current number of employees
Main lines of business			
Corporation history			
Management Capabilities			
RATIONALE FOR FUNDING			

APPLICATION FORM INSTRUCTIONS

The following provides a brief explanation of the information required in each section of the application form.
If you require additional assistance in completing the attached application form, please contact your local
INAC regional office.

SECTION I – APPLICANT/SPONSOR INFORMATION

Legal name of applicant	Please provide the full legal name of the First Nation that is applying for funding.
Band Number	Provide the Band Number.
Contact person	Provide the name of a contact person, i.e., person who can answer questions concerning the project.
Language preference	Indicate whether your preferred language of communication is English or French.
Telephone, fax and email address	Please provide telephone, fax and email co-ordinates for the <u>contact person</u> .

SECTION II – PROJECT INFORMATION

Project title	Use a brief, yet descriptive title for the project, e.g., Increase in sewage treatment capacity at Riverdale Plant.
Project location	Please provide the specific location of the project.
Band Project Reference Number	Please provide the file number assigned to the proposed infrastructure project by the applying First Nation. This information is not mandatory.
Municipal / Band Council Resolution	Number and date of the Band Council resolution approving the construction, operation and ongoing maintenance cost of the project.
First Nation Priority	Please indicate what priority level the applicant places on the proposed project. This information is particularly useful if the applicant is proposing more than one project.
Project description/abstract	Provide a brief description of the project and its objectives.
Nature of project	Is the project <i>primarily</i> a new construction, or an expansion or renewal of a pre-existing infrastructure? The general/periodic repair or maintenance of an existing roadway, facility or equipment, for example, is not considered an eligible project.

Public Private Partnership Does the project involve a private corporation that is proposing to build for profit infrastructure for public use or benefit? If so, then complete Schedule A of the application form.

Joint Project Does the project directly involve another municipality or First Nation, i.e., is it an "inter-municipal" project. If so, then provide information on the joint applicant.

Joint Project Applicant Information Provide the same information as for the applicant section. Information on up to five partners can be provided here.

SECTION III - PROJECT TYPE

Identifying project type Please indicate which one of the project types best describes the project.

SECTION IV – PROJECT BENEFITS

Primary project benefits A list of potential benefits from programs financed through the Infrastructure Canada Program is provided as Schedule B. Please list the most important benefits measures (up to five) for the project and, for each measure, provide details on the baseline (i.e., the current situation) and the end result (i.e. target) that the project will generate.

For example, if the project was to increase sewage treatment capacity at a plant, then the appropriate benefits measures listed at Schedule B might be: 1) Increase in the number of households connected to community wastewater collection and treatment systems; 2) Increase in the number of households whose wastewater is treated to a higher quality.

Additional benefits Provide a description of additional benefits resulting from this project, specifically those that would have an impact on other communities. It is mandatory for the First Nations to indicate the number of person-days of work generated by the project.

SECTION V – OTHER REQUIREMENTS

Project start date, completion date and milestones Provide the anticipated start and completion dates for the project. Milestones should be provided for projects whose construction time is expected to last beyond one year. A description of each milestone and its anticipated completion should be provided.

Project Management Please describe how the First Nation will ensure that the infrastructure project is completed on time and on budget.

Project Rationale Please provide a brief explanation of (a) how the project supports the development plan for the community; (b) how the project will affect the social, economic and/or natural environment of the First Nation.

Rational for Infrastructure Canada funding	Please explain why funding provided under the Infrastructure Canada Program is required to enable the project to proceed, increase its scope (size) or allow it to proceed earlier than originally planned.
Environmental impact description	Please provide information on the anticipated impact of this project on the environment and proposed mitigation measures. (Refer also to Section VII).
Technology description	Provide details on the technology to be incorporated into the proposed project. The information provided should focus on new approaches, best practices and whether the project uses the best available technologies (that are economically feasible).
Operations and Maintenance	Please describe what provisions have been made to finance the continuing operation and maintenance of the proposed project once completed. First Nations are to indicate the estimated yearly operating costs beyond project completion.
Communications plan	Describe all planned communications activities for the project and target dates (e.g., project announcement, ground breaking, ribbon cutting). Contact your local INAC Regional Office for assistance on this.

SECTION VI – PROJECT COSTS

Total costs	Figures in this column should represent the total costs associated with the project ie. costs borne by the First Nation.
Construction costs	Provide a forecast of costs directly related to the construction of the project.
Non-construction costs	Other costs such as fees and salaries paid for services that are directly related to the project, e.g., architectural fees.
Tax rebates	Please indicate the value of GST and PST taxes paid in relation to the project for which the applicant is eligible for a tax rebate.
Proposed Financing of approved costs	Based on the estimate of total costs, the applicant should provide a fiscal year by fiscal year estimate of the financing required to bring the project to fruition. This estimate should include separate figures for the amount to be paid by the applicant and each partner.

SECTION VII – ENVIRONMENTAL ASSESSMENT CHECKLIST

Exclusions

Projects involving physical works or prescribed physical activity receiving funding from the Government of Canada fall under the Canadian Environmental Assessment Act (the Act) and regulations. The information requested in this section is required to determine whether or not a proposed project can be excluded from an environmental assessment under the Act.

If your project involves physical works that are not excluded under the Act, then an assessment will be required. The assessment will determine nature and extent of any adverse environmental consequences that result from the project and mitigation measures that may be necessary. An environmental assessment must be conducted for all non-excluded projects before the request for funding can be considered for approval.

SCHEDULE A – PUBLIC PRIVATE PARTNERSHIPS

(To be completed by partnering organization)

Ownership and status of corporation and the date established	Describe the ownership of the corporation (e.g., private, public) and its legal status.
Number of employees	Provide the number of employees currently directly employed by the corporation.
Main lines of business	Provide a description of the corporation's main lines of business.
Corporation's history	Provide a brief description of the corporation's history, particularly as it relates to the proposed public-private partnership.
Management capabilities	Provide a brief description of the corporation's experience with managing public-private partnerships. Please provide a copy of the audited financial statements from the most recent fiscal year.
Rationale for funding	Explain the corporation's rationale for entering into this public-private partnership – why is federal and provincial funding needed for the construction of the capital asset.

Appendix B – PROJECT BENEFITS

1. PROGRAM OBJECTIVE: ENHANCE THE QUALITY OF THE ENVIRONMENT

Water quality	<p>Increase in the number of households that are provided access to community water service</p> <p>Increase in the output of potable water (million M³)</p> <p>Increase in the number of households with improved potable water quality</p> <p>Increase in the number of households connected to community wastewater collection and treatment systems.</p> <p>Increase in the number of households whose wastewater is treated to a higher quality</p>
Air quality	<p>Increase in public transit ridership</p> <p>Decrease in kilometers driven by single occupancy vehicles</p> <p>Increase in number of public transit vehicles with alternative energy sources.</p> <p>Measure: decrease in tonnage of community waste incineration</p> <p>Decrease in tonnage of emissions and pollutants (particulate matter, hydrocarbon, CO_x, NO_x, SO_x, ozone O₃, and volatile organic compounds e.g. benzene, toluene)</p>
Water and waste water management	<p>Increase in the number of households equipped with residential metering</p> <p>Increase in the number of households served by zone meters installed and used to measure water distribution and demand patterns</p> <p>Decrease in the amount of unaccounted for water use (million M³).</p> <p>Decrease in the amount of water lost through leakage or wasted in inefficient treatment plant operations (million M³)</p> <p>Decrease in the infiltration in the wastewater collection system (million M³).</p> <p>Decrease in tonnage of treatment chemicals (e.g. chlorine) used in water or wastewater treatment processes.</p> <p>Decrease in per capita water consumption as measured on an annual average (<i>option is to measure on a peak hour/season demand basis.</i>)</p> <p>Increased service reliability of water and waste water treatment and distribution facilities by installation of back-up power systems in event of major power outages (e.g. ice storm). Measured by the number of facilities with back-up power systems.</p>
Solid waste management	<p>Decrease in volume of community solid waste produced</p> <p>Increase in volume of solid waste diverted through recycling and composting</p> <p>Reduction in methane gas emissions (also includes reduction in greenhouse gases generated at community wastewater treatment plants)</p>
Energy efficiency	<p>Decrease in electricity use (kWh per square foot) by community buildings and facilities</p> <p>Decrease in community buildings' use (BTU equivalent per square foot) of heating fuels (natural gas, heating oil)</p>

2. PROGRAM OBJECTIVE: SUPPORT OF LONG-TERM ECONOMIC GROWTH

Economic opportunity in communities	Increase in permanent jobs created directly by the project. Increase in permanent jobs created indirectly through the project. (New businesses or industries attracted). Increase in private sector capital investment or economic activity in the community as a result of this project.
Safe and efficient movement of people and goods	Increase in traffic movement at key intersections and in key corridors at peak times Decrease in traffic accidents, injuries and fatalities
Access to the new economy through telecommunications	Increase in the number of Canadians served by improved/higher capacity telecommunication links in remote and rural areas. Increase in the number of local public institutions with access to high speed telecommunications services Increase in the capacity of the telecommunications links to remote and rural areas / to local public institutions.
Increased tourism	Increase in the number of tourists visiting community as a result of the project. Increase in average length of stay of tourists visiting community as a result of the project.

3. PROGRAM OBJECTIVE: IMPROVEMENTS IN COMMUNITY INFRASTRUCTURE

Community safety	Increase in the number of citizens with reduced risk of fire or flood. Decrease in response time for emergency vehicles Decrease in the number of households with risk of flooding. Increase in the number of households with access to water supply for firefighting.
Affordable housing	Increase in the number of new units provided
Canadian heritage and culture	Increase in the number of visits to heritage, cultural facility The number of designated heritage sites that are preserved or renovated.
Access to local recreational facilities	Increase in the number of users of recreational facility
English and French linguistic minority communities	Increase in the number of individuals in minority official language communities visiting heritage, cultural and/or using recreational facilities.

4. PROGRAM OBJECTIVE: BUILD 21ST CENTURY INFRASTRUCTURE

Innovation	Confirmation that the project is using the best available technology that is currently proven and economically feasible.
Partnerships	Confirmation that the project is employing public -private or NGO partnerships. Funds leveraged from non-government partners for the project.
New approaches and best practices	Confirmation that the project is using construction best practices Reduced consumption as a result of using demand management techniques.
Efficient use of existing infrastructure	Reduction in operating costs Reduction in life cycle costs for an existing or replacement facility.