

Please Note This is NOT an electronic form. To complete this form, download it to your computer, save it, then complete it with the suitable word-processing software. You may also print this form legibly and complete it by hand using ink or a typewriter.

Total requested amount \$

Section 1 - Applicant Information

1. Project name

2. Describe your project in one sentence

3. Name of Applicant

4. Main contact person

5. Mailing address

6. Physical address (if different from mailing)

7. Telephone

Fax

E-mail

<input type="text"/>	<input type="text"/>	<input type="text"/>
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8. Check which applies to your organization (Check one only)

registered not-for profit society

municipal government

community association

First Nations government

charitable organization

registered industry, and/or professional business association

9. How long has your organization existed?

10. What is your organization's mandate?

Section 2 - Project Information

11. Explain your organization's project in detail

Section 2 (Continued) - Project Information

Project start date

End date

How many people will the project employ?

Estimate how many hours each person will be employed

Where is the project happening? Attach location diagram if appropriate

Will your project have job-training opportunities? Yes No

If yes, please describe the training, and the qualifications of the trainer(s)

Are you hiring apprentices? Yes No

If yes, are the apprentices registered with Advanced Education? Yes No

Demonstrate how & why this project is valuable to the community?

Section 2 (Continued) - Project Information

How is your **community** supporting this project? (please list other organizations supporting the project - you must include letters of support from each)

Are other **organizations** participating in this proposed project? Yes No

If yes, please list and describe their respective role in the project

How will your **organization** determine whether the project is successful?

Section 3 - Project Sustainability

Does the proposed project have any operating, maintenance and programming costs after it's complete?

Yes No

If yes, who is paying? (the organization responsible for the project's O&M must provide a letter of confirmation)

Section 4 - Financial Information

Amount of CDF funding requested

\$

Total project cost

\$

CDF does not fund 100 per cent of any project's cost

Please attach an itemized budget that identifies:

- goods and services available from Yukon sources
- other funding sources, pending and confirmed (if confirmed, please attach a copy of the confirmation letter)
- in-kind contributions / donations (confirmation letters required)

Organizations requesting CDF funding must include quotes from suppliers, contractors, or consultants

Before signing the declaration on the next page, ask, "Am I ready to submit this application?"

If your CDF application is done properly; **you've already discussed your project idea with a CDF Program coordinator**; your application is clear and legible; and, you have copies of the following documents attached:

- Certificate of Status, if applicable
- letters of support from community stakeholders and partners
- letters of confirmation from other funding partners
- detailed project budget
- professional quotes for materials or hiring contractors or consultants
- copies of permits, if applicable
- other supporting documents, if applicable
- environmental assessment, if applicable

Please mail or fax your CDF application and supporting documents to:

Mailing address: Community Development Fund
Government of Yukon
Box 2703
Whitehorse, YT Y1A 2C6

Fax: (867)393-7018

Or, drop off your application at the CDF office in Whitehorse:

Suite 112
Horwood's Mall (the corner of 1st Avenue and Main Street)

Declaration

We are submitting this application for the purpose of obtaining financial assistance from the Government of Yukon. The statements herein are to the best of our knowledge, true and correct. We submit that, to the best of our knowledge, all aspects of this proposed project will comply with existing municipal, territorial and federal codes, guidelines and laws. We agree to allow representatives of the Government of Yukon access to the site and premises of the project described in this application, to inspect the books and records, to make inquiries and credit checks, and to obtain all pertinent information necessary to evaluate this application.

We understand that all or part of this application maybe made available to the public in accordance with the *Access to Information and Protection of Privacy Act*.

Applicant's Signature

Date