



Community Initiatives and Affected Areas Programs 2016-2017

The Community Initiatives and Affected Areas Program (CIP/AAP) supports projects identified as priorities within individual communities. The CIP/AAP programs are designed to help address the needs of Basin communities. The programs are flexible and able to accommodate individual processes and they incorporate community-based funding decisions to better meet local priorities. Program funds are allocated on a per capita funding formula and are distributed once a year to CBT's local government partners: the regional districts of East Kootenay, Central Kootenay and Kootenay Boundary, City of Revelstoke, Town of Golden, Village of Valemount, Ktunaxa Nation Council and Shuswap Indian Band.

Community Initiatives and Affected Areas Program Funding is for meeting community and public needs rather than private needs. The *Columbia Basin Trust Act* requires the Trust funding NOT relieve any level of government of its normal obligations. Program funds are not to be used to fund basic infrastructure activities such as roads, sewers, water systems, and core services provided through any level of government taxation.

Project Proposal Guidelines

1. Who Can Apply

a) Registered and non-registered non-profit and not-for-profit societies, groups, and organizations are invited to submit a project proposal that benefits one or more of the following electoral areas:

Area A	Area D	Area G	Area J	Castlegar	Nakusp	Salmo
Area B	Area E	Area H	Area K	Creston	Nelson	Silverton
Area C	Area F	Area I		Kaslo	New Denver	Slocan

b) Registered non-profit/not-for-profit organizations may request a value of choice from each electoral area per project proposal however; non-registered non-profit/not-for-profit organizations may only request funding support to an overall maximum of \$4999 per project proposal.

c) The Project Proponent (as defined in Attachment A, section A item 2) assumes financial and project responsibility for the project outlined in this proposal. A sponsored organization is supported by a project proponent and funding will be conditional on the status of the project proponent. Individual and private sector proposals must be sponsored by a non-registered or registered non-profit not-for-profit organization and the project must clearly demonstrate community benefits.

2. Submissions and Inquiries

Proposals must be submitted using the project proposal form (Attachment A) and can be handwritten, typed, or completed using the fillable Adobe form from on RDCK website at <http://rdck.ca/cip-aap>. Proposals need to be delivered by the deadline for submissions date of Monday, February 29, 2016 to the following address:

Regional District of Central Kootenay
Attention: Judy Madelung, Grants Coordinator
Box 590, 202 Lakeside Drive, Nelson, BC V1L 5R4
Email jmadelung@rdck.bc.ca info@rdck.bc.ca Fax 250-352-9300

3. Key Time Periods

January 11, 2016 to February 29, 2016 – Project proposal intake period.

February 29, 2016 - Deadline for submissions - MONDAY, FEBRUARY 29, 2016 16:30 PST

May 2016 – June 2017 – The 2016/17 project period will be recognized as the day following the May 2016 RDCK Board Meeting to June 30, 2017. CIP/AAP funding is to be used in the manner outlined in Schedule A and the project is expected to be completed by June 30, 2017.

June 30, 2017 - A final report accompanied by copies of invoices/receipts that support project expenditures incurred during the project period is expected to be submitted to the above noted office by June 30, 2017 or upon completion of the project, or upon expenditure of funds whichever comes first.

2016-2017 Community Initiatives and Affected Areas Program Funding

4. General Information and Instructions
A. Proposal forms are available on the RDCK website at http://rdck.ca/cip-aap and can be downloaded, completed, saved to PC, and emailed as noted in item 2. Proposals will also be available in hard copy from Area Directors, RDCK Services at the Creston Library, Lardeau Community Center, City and Village halls/municipal offices throughout the Regional District and the RDCK head office in Nelson. Proposals will be accepted by email (the preferred method); typed or handwritten and delivered to this office by fax, post, courier, or hand delivered.
B. One (1) project proposal per project accepted , revised proposals must be clearly marked "REVISED" and received at this office prior to the submission deadline.
C. Required fields: All fields are mandatory with the exception of Section A - Sponsored Organizations items 2a – 8a if not applicable. Proposals must include a balanced project budget (item 19). Initial project startup costs are acceptable however; ongoing operational costs that pose potential multi-year expense implications will not be accepted.
D. Encourage other funding opportunities , CBT is committed to ensuring that other funding opportunities are sought to support projects in the Basin. Accordingly, project proponents are encouraged to seek funding from other sources to assist with their projects and not to rely solely on CIP/AAP funding.
E. Attachments: Maximum five (5) pages.
F. City of Nelson has specific criteria regarding Nelson’s Sustainability Goals and Community Priorities, contact Joanne Caldecott at jcaldecott@nelson.ca or by phone 250-352-5511, Suite 101 – 310 Ward St., Nelson, BC V1L 5S4. Supporting documentation for City of Nelson consideration may exceed five (5) pages and needs to be submitted as a separate file. Note: project proposals must be submitted as noted in item 2.
G. Confirmation will be provided by email for proposals received. Please ensure a contact email address is provided in <i>Section A item 8</i> .
H. SUBMISSION DEADLINE - MONDAY, FEBRUARY 29, 2016 16:30 PST
I. Final Reports: Organizations that receive CIP/AAP Program funds MUST submit a final financial report for each project supported by CIP/AAP funds and MUST include copies of receipts/invoices that support project funding expenditures. Failure to satisfy reporting requirements for projects funded during the years 2010/11 to 2014/15 jeopardizes eligibility for 2016 CIP/AAP funding consideration. Projects that remain in-progress during the above noted periods are advised to obtain a supported <i>extension</i> or authorized change of scope to remain in good standing.
J. Community Involvement: Public consultation meetings will be conducted throughout the RDCK electoral areas during April and proponents will be given the opportunity to make a proposal presentation for CIP/AAP area funding consideration. Meeting dates and times will be made available on the RDCK website and will be advertised in local newspapers throughout the RDCK electoral areas. <i>Proponents are expected to attend a public meeting for each electoral area funding is requested from. For more details on electoral area definitions and affected area boundaries, please refer to page 7.</i>
K. Dispute Resolution: In the event an organization or individual wishes to lodge a complaint about the process used regarding the administration of the program or the public consultation meeting a written complaint containing the complainant’s name, contact information, and a detailed description of the issue, must be submitted to the RDCK Board of Directors no later than five (5) working days after the public consultation meeting.
L. Proposal Approval: The RDCK Board of Directors will make the final project funding decision at the board meeting to be held on May 21, 2016.
M. Project Period: The 2016-2017 project funding period will be recognized as the day following the May 2016 RDCK Board meeting to June 30, 2017. Expenses pertaining to the project described in Schedule A must be incurred during this period. Expenses prior to the funding period will not be accepted to satisfy 2016-17 project expenditures. <i>(Note, GST expenses are based on declared GST rebate values)</i>
N. Release of Funding: Funding payments will be dispersed during the month of June

Section A Project Proposal – General Information

1. Date of Proposal	Sponsored Organization
2. PROJECT PROPONENT (Organization responsible for project)	2a. Sponsored organization’s name
3. Society Registration No.	3a. Need for sponsorship (please provide reason)
4. Mailing Address	4a. Sponsored organization’s mailing address
5. City, Province, Postal Code	5a. Sponsored organization’s City, province, postal code
6. Phone No.	6a. Sponsored organization’s phone number
7. Name of Project Contact	7a. Sponsored organization’s contact
8. Email for Organization	8a. Sponsored organization’s email

9. PROJECT TITLE

10. REQUEST for FUNDING

Please indicate the amount requested from each area, the total amount requested and the total project budget. Proponents applying for project funding from more than one electoral area/municipality must be aware that the TOTAL AMOUNT REQUESTED can Not exceed the TOTAL PROJECT BUDGET.

Community Initiative Funds (CIP)					
Electoral Area A	\$	Electoral Area G/Salmo	\$	Town of Creston	\$
Electoral Area B	\$	Electoral Area H	\$	City of Nelson	\$
Electoral Area C	\$	Electoral Area I	\$	Village of New Denver	\$
Electoral Area D/Kaslo	\$	Electoral Area J	\$	Village of Silverton	\$
Electoral Area E	\$	City of Castlegar	\$	Village of Slocan	\$
Electoral Area F	\$				
Affected Areas (AAP)			Initiatives and Affected Areas Combined (CIP/AAP)		
Electoral Area D (AAP)	\$	K-Arrow Park	\$	K-Bayview/Nakusp/Rural Nakusp	\$
Electoral Area J (AAP)	\$	K-Burton	\$	K-Edgewood	\$
		K-Fauquier	\$		
TOTAL AMOUNT REQUESTED			\$		
TOTAL PROJECT BUDGET			\$		

Registered non-profit/not-for-profit organizations may request any value of funding from each electoral area per project proposal however; non-registered non-profit/not-for-profit organizations may only request funding support from electoral areas to an overall maximum of \$4999 per project proposal.

11. Project Viability

Is this project or a component of this project viable if the full funding request is not supported? Yes No

NOTE: If a decision of a community involvement process results in a project being supported for less than 20% of the applicant's requested funding, and if the applicant indicates that the project cannot proceed with that 20%, that allocation will be returned to the supporting area for allocation for the following funding year.

Section A Project Proposal – General Information

12. **Description of Project** (Provide a brief description of your project)

13. **Anticipated Outcome** (Provide a brief description of outcome)

14. **Needs assessment** (Explain why this project is needed in your community)

15. **Project Goals**
 Cultural Social Environmental Economic Other
Other project goals and objectives:

16. **Project Period** (Item L)
Anticipated Project Commencement Date Anticipated project completion date
Additional Work plan details:

17. **Location of project** (provide physical address or legal property description)

18. **Additional information:**

Section C Project Proposal – Evaluation Information

24. All Parties involved in the project have been consulted?
 Yes No (If No, please explain)

25. How did you hear about CIP and AAP Program funding?

Word of Mouth CBT Staff CBT Website BASINLink RDCK Website Twitter Advertisement
 Facebook Newspaper Article Advertisement I am a returning applicant Other

Section D Project Proposal – Acknowledgment and Signatory Authority

26. The proponent requesting consideration for funding under the CBT CIP/AAP programs acknowledges that the information provided on this proposal meets CBT and RDCK requirements.

The project outlined in this proposal is consistent with the mission of Columbia Basin Trust and supports efforts by the people of the Basin to create a legacy of social, economic and environmental well-being and to achieve greater self-sufficiency for present and future generations

The project does Not relieve any level of government of its Normal obligations

The project will Not promote any form of discrimination

The project will Not cause environmental degradation

The project will Not duplicate existing local services

The proponent of the project will acquire required government approval(s) and/or permit(s) (e.g. local, provincial or federal authorities such as RDCK, Interior Health, Ministry of Transportation, Ministry of Environment or Fisheries).

Copies of permits are included with the proposal

Copies of permits will be submitted upon request

All parties involved in the project have been consulted

Financial activity and accountability will be provided by proponent as completed in *Section A item 2*

Federal and Provincial Government Acts and Regulations:

Proponents must comply with all Federal, Provincial, and Local Government Regulations including those that apply to the hiring of employees and subcontractors required to carry out the Program and its Projects. This includes, but is Not limited to, the Criminal Records Review Act (pertaining to any person working with minors) and the Workers’ Compensation Act

The personal information requested on this funding proposal is collected under the authority of section 26(c) of the Freedom of Information and Protection of Privacy Act (FOIPPA) and will be used by Columbia Basin Trust (CBT) and Regional District of Central Kootenay (RDCK) for administrative and evaluative purposes only. The collection, use and disclosure of personal information are subject to the provisions of the FOIPPA. By submitting this funding proposal, you hereby acknowledge that CBT and RDCK may disclose this proposal and the information contained herein, including but Not limited to your name, budget, location and the amount and nature of any related funding to the public, individuals or any other entity to the extent allowed by FOIPPA. You further agree that CBT and RDCK may proactively disclose to the public your name, location, amount and nature of funding granted. Any questions regarding such may be directed to:

Regional District of Central Kootenay, Attention: Records and Information Management Analyst, Box 590, 202 Lakeside Drive, Nelson, BC V1L 5R4

In signing this application the Proponent acknowledges the information provided is true and submitted in good faith.

 Authorized Signature for Proponent

 Date

 Please print name and position

The following two pages are for your information ONLY. ***Please DO NOT return with your application***

Regional District of Central Kootenay – Electoral Area Rural Communities

AREA 'A-Wyndel/East Shore Kootenay Lake' <ul style="list-style-type: none"> • Boswell • Sirdar • Sanca • Wyndel • Gray Creek • Pilot Bay 	<ul style="list-style-type: none"> • Riondel • Crawford Bay • Kootenay Bay • Kuskanook • Twin Bays 	AREA 'B' <ul style="list-style-type: none"> • Arrow Creek • Canyon • Erickson • Lister • Yahk • Goatfell • Kingsgate 	<ul style="list-style-type: none"> • Huscroft • Rykerts • Kitchener • Glenlily • Lower Goat Riv. • Lower Kootenay Band
AREA 'C' <ul style="list-style-type: none"> • Duck Lake • South Reclamation • Lakeview • West Creston (Flats) • Wyndel (part) 	AREA 'D'– Affected <ul style="list-style-type: none"> • Meadow Creek • Lardeau • Cooper Creek • Argenta • Johnson's Landing • Howser 	AREA 'D' <ul style="list-style-type: none"> • Ainsworth • Mirror Lake • Shuttly Bench • Poplar Creek • Woodbury Vill. • Fletcher Creek • Allen Division • Pine Ridge • Shroeder Creek • South Fork • Birchdale 	
AREA 'E' <ul style="list-style-type: none"> • Blewett • Harrop/Procter • Sunshine Bay • Bealby/Horlicks • Taghum Beach 	<ul style="list-style-type: none"> • Balfour • Queens Bay • Longbeach • Nelson to Cottonwood Lake 	AREA 'F' <ul style="list-style-type: none"> • Beasley • Taghum • Willow Point • Nasookin • Grohman 	<ul style="list-style-type: none"> • Crescent Beach • Sproule Creek • Six Mile • Bonnington
AREA 'G' <ul style="list-style-type: none"> • Hall Siding • Ymir • Ross Spur • Airport Road 	<ul style="list-style-type: none"> • Erie • Porto Rico • Nelway • Salmo North 	AREA 'H-THE SLOCAN VALLEY' <ul style="list-style-type: none"> • South Slocan • Crescent Valley • Slocan Park • Passmore • Winlaw • Red Mountain • Vallican • Perry Siding • Playmor Junction 	
AREA 'I' <ul style="list-style-type: none"> • Pass Creek • Thrums • Tarrys • Shoreacres 	<ul style="list-style-type: none"> • Glade • Brilliant 	AREA 'J-LOWER ARROW/COLUMBIA' <ul style="list-style-type: none"> • Ootischenia • Robson • Raspberry 	
Area J –Affected Areas <ul style="list-style-type: none"> • Renata • Deer Park • Brooklyn • Shields • Syringa 	AREA 'K-THE ARROW LAKES' <ul style="list-style-type: none"> • Applegrove • Edgewood • Fauquier • Burton • Arrow Park • Crescent Bay 		
		<ul style="list-style-type: none"> • Whatshan Lake • Brouse/Glenbank • Box Lake • Needles • Halcyon • Inonoaklin Valley 	

Municipalities and Adjacent Electoral Areas

Castlegar (Areas I and J)
Nakusp (Area K)
Salmo (Area G)

Creston (Areas A, B, & C)
Nelson (Areas E & F)
Silverton (Area H)

Kaslo (Area D)
New Denver (Area H)
Slocan (Area H)

Regional District of Central Kootenay

Contact Information for RDCK Board of Directors – FOR PUBLIC USE (Jan.15)

Electoral Area A	City of Castlegar
<p>Garry Jackman 12720 Highway 3A Boswell, BC V0B 1A4</p> <p>Home (250) 223-8463 Fax (250) 223-8466 Email gjackman@rdck.bc.ca</p>	<p>Lawrence Chernoff (Vice-Chair) c/o City of Castlegar 460 Columbia Avenue Castlegar, BC V1N 1G7</p> <p>Home (250) 365-7122 Office (250) 365-7227 Fax (250) 365-4810 Email mayor@castlegar.ca</p>
Electoral Area B	Town of Creston
<p>Tanya Wall 2812 Erickson Street Creston, BC V0B 1G1</p> <p>Home (250) 428-9066 Email twall@rdck.bc.ca</p>	<p>Ron Toyota c/o Town of Creston Box 1339 Creston, BC V0B 1G0</p> <p>Home (250) 223-8471 Cell (250) 428-6506 Office (250) 428-2214 (ext 227) Fax (250) 428-9164 Email rtoyota@rdck.bc.ca</p>
Electoral Area C	Village of Kaslo
<p>Larry Binks 1710 Evans Road Creston, BC V0B 1G7</p> <p>Home (250) 428-9577 Fax (250) 428-4977 Email lbinks@rdck.bc.ca</p>	<p>Suzan Hewat c/o PO Box 753 Kaslo, BC V0G 1M0</p> <p>Office (250) 353-2311 Cell (250) 505-3024 Fax (250) 353-7767 Email mavor@kaslo.ca</p>
Electoral Area D	Village of Nakusp
<p>Aimee Watson Box 902 Kaslo, BC V0G 1M0</p> <p>Home (250) 353-7113 Email awatson@rdck.bc.ca</p>	<p>Karen Hamling (Chair) c/o Village of Nakusp Box 280 Nakusp, BC V0G 1R0</p> <p>Home (250) 265-3322 Office (250) 265-3689 Fax (250) 265-3788 Email khamling@nakusp.com</p>
Electoral Area E	City of Nelson
<p>Ramona Faust PO Box 1 Procter, BC V0G 1V0</p> <p>Home (250) 229-5222 Fax (250) 229-5337 Email rf Faust@rdck.bc.ca</p>	<p>Deb Kozak c/o City of Nelson Suite 101, 310 Ward St. Nelson, BC V1L 5S4</p> <p>Home (250) 352-9383 Cell (250) 551-1168 Office (250) 352-5511 Fax (250) 352-2131 Email dkozak@nelson.ca</p>
Electoral Area F	Village of New Denver
<p>Tom Newell TBA</p> <p>Cell (250) 509-1277 Email tnewell@rdck.bc.ca</p>	<p>Ann Bunka c/o Village of New Denver PO Box 40 New Denver, BC V0G 1S0</p> <p>Home (250) 358-7141 Office (250) 358-2316 Fax (250) 358-7251 Email abunka@rdck.bc.ca</p>
Electoral Area G	Village of Salmo
<p>Hans Cunningham Box 13 Ymir, BC V0G 2K0</p> <p>Home (250) 357-9996 Fax (250) 357-9676 Email hcunningham@rdck.bc.ca</p>	<p>Stephen White c/o Village of Salmo PO Box 1000 Salmo, BC V0G 1Z0</p> <p>Office (250) 357-9433 Fax (250) 357-9633 Email Mavor.White@salmo.ca</p>
Electoral Area H	Village of Silverton
<p>Walter Popoff 3871 Gage Road Krestova, BC V0G 1H2</p> <p>Home (250) 359-7455 Fax (250) 359-7400 Email wpopoff@rdck.bc.ca</p>	<p>Leah Main c/o Village of Silverton Box 14 Silverton, BC V0G 2B0</p> <p>Home (250) 551-6173 Office (250) 358-2472 Fax (250) 358-2321 Email leahmain@rdck.bc.ca</p>
Electoral Area I	Village of Slocan
<p>Andy Davidoff 1657 Highway 3A Castlegar, BC V1N 4N5</p> <p>Home (250) 304-8233 Email adavidoff@rdck.bc.ca</p>	<p>Jessica Lunn c/o Village of Slocan PO Box 50 Slocan, BC V0G 2C0</p> <p>Office (250) 355-2277 Fax (250) 355-2666 Email mavor@villageofslocan.ca</p>
Electoral Area J	
<p>Rick Smith PO Box 99 Robson, BC V0G 1X0</p> <p>Home (250) 365-7273 Email rsmith@rdck.bc.ca</p>	
Electoral Area K	
<p>Paul Peterson PO Box 128 Burton, BC V0G 1E0</p> <p>Home (250) 265-4451 Fax (250) 265-4451 Email ppeterson@rdck.bc.ca</p>	