



P.O. Box 484  
 Emo, Ontario P0W 1E0  
 Tel: 807.482.2158 Fax: 807.482.2168  
 E-mail: [administrator@rainyriverfirstnationstrust.ca](mailto:administrator@rainyriverfirstnationstrust.ca)  
[www.rainyriverfirstnationstrust.ca](http://www.rainyriverfirstnationstrust.ca)

FOR OFFICE USE ONLY

Project #	Date Received

## TRUST SUBMISSION COVER SHEET FOR PROJECTS UNDER \$2500

PLEASE TYPE OR PRINT CLEARLY.

Are you applying as : <input type="radio"/> An individual Band Member <input type="radio"/> Rainy River First Nations Entity/ Department: _____ <input type="radio"/> A Member Group (List of Group Members Must be Included)		
Applicant/ Primary Contact SURNAME, GIVEN NAME(S)	Telephone Number _____ Cellular Number _____	Fax Number _____
Mailing Address	Province/ State	
Postal Code/ Zip Code	Country	
Email Address	Website (if applicable)	
<input type="radio"/> Status Number _____ <input type="radio"/> Copy attached  <input type="radio"/> Government Issued identification with photo (Type: _____) <input type="radio"/> Copy attached  <input type="radio"/> Document with current address  * A COPY OF <u>ALL</u> IDENTIFICATION IS REQUIRED.		
<input type="radio"/> Primary Residence On Reserve <input type="radio"/> Primary Residence Off Reserve <i>(used for statistical information)</i>		

<p><b>Amount of Funding Requested from Trust:</b> \$ _____</p> <p><b>Complete Budget breakdown included within the submission</b>  <input type="radio"/> Yes   <input type="radio"/> No</p> <p>If No, please explain why</p>	<p><b>Total Project Cost</b> (including all additional sources of funding) \$ _____</p> <p><b>Personal Contribution</b> (minimum 5% requirement for Individual Members/ Groups) \$ _____</p>	<p><input type="radio"/> List Other Funding Agencies Applied To: _____ _____</p> <p><input type="radio"/> Receiving funding support from additional source(s) in the amount of \$ _____ \$ _____</p> <p><input type="radio"/> Additional Information Attached</p>
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**Trust Criteria ~ Section 8.2 (b): Under which section of the Trust Agreement are you applying?**

8.2 (b) i – Health Care                     
 8.2 (b) ii – Educational Opportunities                     
 8.2 (b) iii – Special Needs of Elders  
 8.2 (b) iv – Community Development and Improvement                     
 8.2 (b) v – Language and Cultural Heritage                     
 8.2 (b) vi – Community Activity  
 8.2 (b)vii – Credit Union, Bank and/or Trust Company                     
 8.2 (b) viii– Housing                     
 8.2 (b) ix – Business or Commercial Operation  
 8.2 (b) x – Treaty Rights

**Title of the Project**

**Project Background** - Summary of the project including but not limited to rationale, history or philosophy, and benefits of the project.

**Project Goals and Objectives** - Goals are broad general intentions; Objectives are narrow, precise and concrete.

**Project Activities** - List of activities that will take place within the project and any relevant timelines associated with their completion.

**Project Evaluation Plan** – Details on how project activities will be monitored to ensure the project goals and objectives are met.

**Project Budget** – Table that provides details pertaining to item, specifics and cost.

*\*A minimum of two quotes for purchases/fees for service are required within a submission and must be noted in the budget with hard copies of the quotes included in support documentation.*

**Support Documentation** - List, briefly explain and attach copies. Support documentation must include, but is not limited to, copies of denial letters for funding from other sources, quotes/invoices (minimum of 2 required for purchases/fees for service), and information relative to project details.

*\* Use of any RRFN facilities/property for a project requires written approval from the RRFN, which must be included in the support documentation.*

All submissions to the Rainy River First Nations Trust under \$2500 must include the information requested in this application form. Please review and check off each section to ensure that your submission is complete and meets the review requirements of the Trust. Once you have confirmed that all of the required information is included in your submission, please sign and date.

Once a project submission is approved for funding and the Funding Agreement is signed, the project file and all contents, including application and reporting, can be disclosed to Members upon request to view the file. Release of information will be completed in accordance with the Trust policy on Privacy – Member Applicants and Privacy – Beneficiary Applicant.

ONLY THOSE APPLICATIONS THAT CONTAIN ALL OF THE REQUIRED INFORMATION OUTLINED BELOW WILL BE REVIEWED.

**ADDITIONAL INFORMATION MAY BE REQUESTED DURING THE REVIEW PROCESS.**

- |  |  |
|--|--|
| <input type="radio"/> 1. Completed Trust Cover Sheet       | <input type="radio"/> 2. Attached copies of requested pieces of identification |
| <input type="radio"/> 3. Attached project budget breakdown | <input type="radio"/> 4. Attached relevant support documentation               |

I certify that I have read through the Trust Submission cover sheet, and have enclosed all of the required materials necessary for a project submission.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date