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Ilagiiktunut Nunalinnullu Pivalliajutisait Fund

## Ilagiiktunut Fund Application Package

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 **Baffinland**



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## Ilagiiktunut Fund – Proposal cover sheet

<b>Proposal title:</b>			
<b>Date:</b>			
<b>Organization:</b>			
<b>Authorized representative:</b>		<b>Title:</b>	
<b>Address:</b>			
<b>Phone:</b>		<b>Fax:</b>	
<b>E-mail:</b>			
<b>Signature:</b>			
<b>For Office Use Only</b>			
<b>Date Received:</b>		<b>Comments:</b>	
<b>Received By:</b>			





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## Detailed Proposal

### Instructions:

This form provides a guide for completing the proposal for the Ilagiiktunut Fund. Applicants are encouraged to complete this form and to submit it as part of the Application Package.

Proposals **must** contain all of the information in the form, using the section and subsection names provided. For more detail on the information required, please refer to the Ilagiiktunut Fund Proposal Submission Guidelines.





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## Ilagiiktunut Fund – Detailed Proposal

Title of project:

Project Summary (500 words max.):

Total funding  
requested:

\$ \_\_\_\_\_





Project level (check one):		
Level I <input type="checkbox"/>	Level II <input type="checkbox"/>	Level III <input type="checkbox"/>
<b>Areas of Focus</b> 1. 2. 3.		
<b>Project team:</b>		
<b>Detailed project Description:</b>		
<b><i>Purpose and Objectives</i></b>		
<b><i>Ilagiktunut Fund Alignment (How the project meets objectives of the fund)</i></b>		











<p><b>Deliverables:</b> (What will be the outcomes of the project)</p>	
<p><b>Applicant expertise:</b></p>	<p>Provide résumés for each of the project team members (max. two pages each), as well as organizational qualifications and experience.</p> <p>Traditional knowledge and Inuit Qaujimajatuqangit will also be recognized and considered.</p> <p>Applicants may also provide a list of related projects (max two pages), publications or presentations by project team members that are related to the proposal.</p>





## Budget Table

**Instructions:**

This form provides a guide for completing the Budget Table for the Ilagiiktunut Fund. Applicants **must** complete the Budget Table provided and to submit it as part of the Application Package. If more space is required, applicants may add columns to the Budget Table as required, or may use additional tables.

**Notes:**

1. Please break down each cost when possible (e.g. *wage x hours/day x days; room cost x nights, etc.*).
2. Only economy airfare is eligible as an expense (except where exceptional circumstances apply).
3. Level II and Level III Projects are required to distinguish between seed funding and project funding. See the Ilagiiktunut Fund Proposal Submission Guidelines for details.





## Ilagiiktunut Fund – Budget table

Ilagiiktunut Fund – Budget table					
Proposal title:					
Project level (check one):		Level I <input type="checkbox"/>	Level II <input type="checkbox"/>	Level III <input type="checkbox"/>	
Item #	Task/item	Person days	(\$) Cost per day/ lump sum	(\$) Total	
<b>Professional fees</b>					
<b>Subtotal professional fees</b>				<b>\$ _____</b>	
<b>Travel</b>					
<b>Subtotal travel</b>				<b>\$ _____</b>	
<b>Equipment</b>					
<b>Subtotal equipment</b>				<b>\$ _____</b>	
<b>Administration</b>					
<b>Subtotal administration</b>				<b>\$ _____</b>	
<b>Other eligible expenses</b>					
<b>Subtotal other eligible expenses</b>				<b>\$ _____</b>	
<b>Project subtotal</b>				<b>\$ _____</b>	
<b>In-Kind contributions</b>					
<b>Subtotal In-Kind</b>				<b>\$ _____</b>	
<b>Total Ilagiiktunut Fund requested:</b>				<b>\$ _____</b>	





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## Inuit Content Plan

### Instructions:

All proposals must demonstrate how the proposed program or initiative incorporates Inuit labour, goods and services. Applicants **must** complete the attached Inuit Content Plan. Supplementary information may be attached as an Appendix.

In addition to calculating the total value of Inuit Content (Inuit Labour + Inuit Goods and Services), applicants are also required to show the proportion of the total Ilagiktunut Fund support that is comprised of Inuit Content. Proposals that have higher proportions of Inuit Content will be evaluated more favourably than those that have lower proportions. Fund recipients will be expected to verify Inuit Content as part of the reporting requirements contained in the Contribution Agreement.





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### Ilagiiktunut Fund – Inuit content plan

Proposal title:

Description of Inuit content to be used in project:

#### Inuit Labour

Inuit project team member's name	Nunavut Inuit? (Y/N)	Qikiqtani Inuit? (Y/N)	Community	Role in project	Value of labour
					\$
					\$
					\$
<b>Subtotal Inuit labour</b>					<b>\$</b>

#### Inuit Goods and Service

Name of Firm	NTI Registered? (Y/N)	NNI Registered? (Y/N)	Nature of goods and services	Value of goods and services
				\$
				\$
<b>Subtotal Inuit goods and services</b>				<b>\$</b>
<b>Total value of Inuit content (Labour + goods and services)</b>				<b>\$</b>
<b>Proportion of Inuit content</b>				<b>%</b>





## Evaluation Plan

### Instructions:

All applicants **must** complete the Ilagiiktunut Evaluation Plan using the form provided, and must submit it as part of the Ilagiiktunut Fund Application Package. If more space is required, applicants may add columns to the table as required, or may use additional tables. Supplementary information may be attached as an Appendix.

Evaluation Plan Description: Describe the approach that will be taken to monitor and evaluate the program or initiative. What outputs or outcomes are being evaluated? How will they measured? What information sources will be used?

Detailed Evaluation Strategy: List each of the elements of the evaluation strategy, including targets or goals for each objective, and the timeframe in which they will be evaluated. For example, some outputs may be measured only once (i.e. number of participants), while outcomes may be measured over a longer period of time.

### Notes:

1. For the purposes of evaluation, *outputs* typically refer to the actions that were performed (what was done) while *outcomes* refer to the results (the difference made by the outputs). Level II and Level III projects are expected to identify and measure outcomes as well as outputs.
2. Applicants are encouraged to incorporate Traditional Knowledge and Inuit Qaujimagatunqangit into evaluation plans as appropriate.







