

# Ilagiiktunut Fund Application Form

Level 1 (under \$30,000)



## About the Ilagiiktunut Fund

The Mary River Project Inuit Impact and Benefit Agreement (IIBA) established the Ilagiiktunut Nunalinnullu Pivalliajutsait Kiinaujat Fund, referred to as the Ilagiiktunut Fund, to help address the anticipated social and cultural impacts of the Mary River Project on the five affected North Baffin communities.

## Who Can Apply?

The following types of applicants are eligible for Ilagiiktunut Fund support:

- i. Individual Inuit that are residing in Arctic Bay, Pond Inlet, Clyde River, Igloolik or Sanirajak
- ii. North Baffin community committees
- iii. Not-for-profit associations
- iv. Non-government organizations

Government departments, academics, Institutes of Public Government, and for-profit organizations are only eligible for funding in partnership with one or more eligible applicants.

## Areas of Focus for Funding

You can use this money to cover the costs of projects that align with the focus areas of Resilient Communities, Strong Families and Job Readiness:

**Resilient Communities:** Proposals that are designed to contribute to resilient communities may include, but are not limited to, those that address community safety, social cohesion, recreation, health and wellness, food security, education, arts and culture, and environmental stewardship.

**Strong Families:** Proposals that are designed to contribute to strong families may include, but are not limited to, those that address family communications, relationship skills, work-life balance, dealing with stress, and money management.

**Job Readiness:** Proposals that are designed to contribute to job readiness may include, but are not limited to, computer skills, English language training, basic personal finance, resume writing, and job interview techniques.

## Eligible Costs

We will cover the following costs: materials and supplies; staff wages and professional fees; honoraria; meals and accommodation; transportation; space rental; equipment purchase/rental; training and development; research; communications; audit and evaluation; and other reasonable administrative costs. There are maximum amounts allowed for some costs:

Instructor fees:	\$40/hour (4 hours or less) or \$400/day (5+ hours)
Elder fees:	\$50/hour (4 hours or less) or \$500/day (5+ hours)
Instructor travel costs:	Reimbursed at cost
Venue or equipment rental: (space or boat, snowmobile/qamutiik, ATV)	\$250/day
Administration:	Maximum 15% of total project costs

We do not cover these costs: purchase of property; building construction or major renovations; public infrastructure; entertainment, hospitality or gifts; alcohol or tobacco.

## Reporting Requirements

If you are approved for funding, a Contribution Agreement will be signed. The Agreement will detail important dates and reporting requirements, which include: progress reports; a final report with a plain language summary of results; a financial summary detailing how funds were spent; and a copy of any data, reports, presentations or communications material that uses project results. These reports may be provided in writing or by telephone, in Inuktitut or English.

Note: You will not be eligible for further QIA funding until all of your reporting requirements are met.

## How Are Applications Evaluated and Processed?

All applicants will be informed of the Ilagiiktunut Fund Committee's decision approximately two weeks after the review. The full criteria that the committee uses to review applications is included in the Ilagiiktunut Fund Guidelines. Strong preference is given to applications that prioritize Inuit content in project development and delivery.

## How is Funding Paid Out?

After both QIA and the Ilagiiktunut Fund recipient have signed the Contribution Agreement, QIA will disburse up to 80% of the approved funding amount. The remaining 20% may be delivered after the terms and conditions of the Contribution Agreement have been met. Excess funds cannot be retained by a recipient organization without an approved Project Change Request, which is available as part of the Contribution Agreement.

## How to Apply

To apply, please do the following:

1. Read the complete fund guidelines here: [qia.ca/programs/ilagiiktunut-fund/](http://qia.ca/programs/ilagiiktunut-fund/)
2. Complete the Application Form (on the next page)

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Email, fax, or mail your application to:

*Email:*  
ilagiiktunut@qia.ca  
*Fax:* 867-979-3238

*Mail:* Ilagiiktunut Fund  
PO BOX 1340, Iqaluit, Nunavut X0A 0H0

Contact for help with your application: [ilagiiktunut@qia.ca](mailto:ilagiiktunut@qia.ca); (P) 867-975-8438 (Toll-free) 1-800-667-2742

# APPLICATION FORM

<b>Project Lead</b> (full name)	
<b>Organization</b> (if applicable)	
<b>Community</b>	
<b>Mailing Address</b>	
<b>Email</b>	
<b>Phone</b>	
<b>Fax (if any)</b>	

<b>Project Title</b>			
<b>Start date</b>		<b>End date</b>	
<b>Total # of Days</b>			

<b>Total amount requested:</b>	\$
<b>How do you wish to receive the funds?</b>	<input type="checkbox"/> Cheque by mail <input type="checkbox"/> Direct Deposit (attach void cheque) <input type="checkbox"/> Pick up in person (Iqaluit Office)
<b>Cheque payable to (full name):</b>	

\_\_\_\_\_  
Signature of Project Lead

\_\_\_\_\_  
Date

### 1. Scope of Project

- Arctic Bay
  - Pond Inlet
  - Clyde River
  - Sanirajak
  - Igloolik
- 

### 2. Participants

<b>Age groups (✓)</b>	<input type="checkbox"/> 0-5 <input type="checkbox"/> 6-10 <input type="checkbox"/> 11-19 <input type="checkbox"/> 20-30 <input type="checkbox"/> 31-55 <input type="checkbox"/> 55+
<b>Genders (✓)</b>	<input type="checkbox"/> Females <input type="checkbox"/> Males
<b>Estimated number of participants</b>	

### 3. Partnerships

Are you working in partnership with other organizations?    Yes    No

*If yes, please list the partner organizations here:*

What is the role of the partner organizations?

**4. Project Description**

What is the purpose of your project? Please describe your project goals.

What are your project activities? Please describe what you will do before, during, and after your project.

Which of focus area will your project address?

- Resilient Communities
- Strong Families
- Job Readiness

*Please describe how your project will address this focus area.*

## 5. Your Budget

Please describe how the funding will be used below.

<b>Item</b> <i>Example: Instructor fees</i>	<b>Details</b> <i>Ex. Workshop is 4 hrs/day for five days (20 hrs)</i>	<b>Cost</b> <i>\$800</i>
<b>Space rental or equipment purchase/rental</b> (max. \$250/day)		\$
<b>Food</b>		\$
<b>Fuel</b>		\$
<b>Other materials/supplies</b>		\$
<b>Instructor fees</b> (\$40/hr up to \$400/day)		\$
<b>Elder fees</b> (\$50/hr up to \$500/day)		\$
<b>Travel</b>		\$
<b>Administration</b> (max. 15% for financial fees, phone costs, printing, etc.)		\$
<b>Total project cost</b>		\$
<b>Total amount requested from Ilagiiktunut Fund</b> <i>(cannot exceed \$30,000)</i>		\$

### Other Funding Sources

Please list any other funding that will be used for this project.

<b>Funder</b>	<b>Amount requested</b>	<b>Application approved?</b>	
	\$	<input type="checkbox"/> Yes	<input type="checkbox"/> Not yet
	\$	<input type="checkbox"/> Yes	<input type="checkbox"/> Not yet
	\$	<input type="checkbox"/> Yes	<input type="checkbox"/> Not yet

## 6. Additional Comments

Please include any questions you have below, and feel free to let us know why this project is important for your community.

***End of application. Nakurmiik / Qujannamiik!***