

Do you have a natural resource use or conservation project in mind for your community, organization, or small business?

The Canada Ontario Resource Development Agreement (CORDA) Office is now accepting funding applications for 2021-2022.

Eligible project categories include:

- Fishing
- Trapping
- Forestry
- Tourism
- Harvesting
- Marketing
- Planning
- Other

Projects may include training (such as a youth trapper courses), employment, stewardship, traditional learning, and purchases such as equipment (such as humane traps) or supplies (such as trees for planting).

To obtain more information please contact the CORDA Office or visit the webpage at:

<http://www.hiawathafirstnation.com/services-departments/corda/>



Figure 1: Example of a CORDA funded project: Wetland Eco-Educational Walkway at Curve Lake First Nation

The Canada Ontario Resource Development Agreement (CORDA) is an agreement between Canada, Ontario and First Nations' members in Ontario.

The Agreement promotes resource and economic development opportunities.

First Nations, their members and organizations, and Territorial organizations in Ontario are eligible to apply for funding.

The maximum funding level for projects is \$35,000.

Project approval is subject to funding availability.

Program supported by the Ministry of Natural Resources and Forestry and Indigenous Services Canada.



CORDA OFFICE
Tel: 705-295-7116
corda@nexicom.net

Applications are due to the CORDA Office by 11:59 p.m. EDT Monday, October 26, 2020.



List of 2020-21 CORDA Funded Projects

Project #	Project Name	MNRF District
1101-20	Updated Ice Machines & Cooling Equipment for Commercial Fish Plant	Fort Frances
1201-20	To Provide Lodging for Traditional / Commercial Trapping Activities in a Remote Location	Sioux Lookout
1401-20	Marina Dock Upgrade, Marketing Plan & Guide Tourism Certification	Kenora
1402-20	Community Wilderness Access Trails	Kenora
1501-20	Medicine Walk Extension	Fort Frances
1601-20	Expansion of Commercial Fuel Wood Business	Kenora
1602-20	Construction of Storage and Processing Building for Wild Rice and Equipment	Fort Frances
2104-20	Elementary School Micro-Hatchery Project "Giigoonh Naagdawenmaag" (We are caring for the fish)	Sudbury
2202-20	Rebuild and Relocate Trap Cabin for Harvesting Fur and Maintenance of Trapline	Wawa
2203-20	Fur Trapping	North Bay
2204-20	Traditional Land and Fur Harvesting Teaching	Nipigon
2205-20	Materials Required to Enhance Traditional Knowledge Teachings	Nipigon
2301-20	Milling Unwanted Free Lumber	Sudbury
2302-20	Woodlander Sawmill Purchase	Sudbury
2407-20	Outfitting Business	Sudbury
2503-20	Land Based Teachings on Trapping, Hunting with Traditional Ceremonies	Parry Sound
2505-20	Fishing and Invasive Species Skills Training	Sudbury
2508-20	Purchase of an Industrial Plant Grinder for Non-Timber Forest Products of Traditional Medicinal Plants Used by Traditional Practitioners	Sault Ste Marie
2602-20	Gifts from the Land: Processing Deer Hides to Create Gloves, Drums and Moccasins	Aylmer
2605-20	Sewing Pelts & Furs	Peterborough
2606-20	Cultural Activity to Teach our Community and Youth Traditional Anishinabe Knowledge	Nipigon
3203-20	Trappers Support Program	Nipigon
3206-20	Trappers/Harvesters 2020-2021	Cochrane
3207-20	Trapping Skills Course and Firearms Safety Training	Sioux Lookout
3209-20	Fur Harvesting / Trapping Course	Timmins
3210-20	Trappers Assistance Program (TAP)	Cochrane
3301-20	Portable Sawmill Business	Chapleau
3501-20	Local Harvesters Support Initiative	Cochrane
3505-20	Building of a Traditional Hunting and Fishing Camp for Domestic Use	Timmins
3602-20	Boreal Forest Products for Environmental Landscape Design Company	Red Lake
3801-20	Community Walk-In Freezer Project	Cochrane
4101-20	Product Storage Upgrades for a Fish Processing Plant	Sault Ste Marie
4501-20	Youth Hunting, Fishing and Harvesting Seasonal Camps	Aylmer
4701-20	Native Plant and Invasive Species Management	Peterborough
5101-20	Updating Equipment for Commercial Fishery	Midhurst
5102-20	Update Safety Equipment for Commercial Fishing Vessel	Midhurst
5201-20	Build 6 Trapper Cabins	Sioux Lookout
5301-20	Development of a Forest Resource License (FRL) Agreement	Thunder Bay
5501-20	Cabin to Practice Cultural and Traditional Activities	Nipigon
5702-20	Wetland Project Phase 2	Kemptville

CANADA ONTARIO RESOURCE DEVELOPMENT AGREEMENT (CORDA)

Application Guide Book



The CORDA Office is now accepting application for 2021-2022 funding. Funding is subject to funding confirmation. Proposals will be received and reviewed in anticipation of funding availability.

**Applications are due to the CORDA Office by
11:59 p.m. EDT Monday, October 26, 2020**



Applications must be received by the CORDA Office by 11:59 p.m. EDT

Monday, October 26, 2020

Section 1: Overview of the CORDA Program

The Canada Ontario Resource Development Agreement (CORDA) is an Agreement between Canada, Ontario and First Nations' members in Ontario. The Agreement promotes resource and economic development initiatives of First Nations members by providing financial assistance to develop and utilize sustainable natural resources. CORDA receives funding from Indigenous Services Canada and the Ontario Ministry of Natural Resources and Forestry.

Applicants are encouraged to review this Application Guide Book in full and to ensure they have sufficient time to obtain the necessary supporting documents in advance of the application deadline.

Who is Eligible to Apply

First Nations, their members or organizations, and territorial organizations in Ontario are eligible to apply. (First Nations and First Nations' Governments have the same meaning as Indian Bands or their successors under federal legislation and any new Canadian Constitutional arrangements).

Applicants must be residents of Ontario.

Eligible Projects

To be eligible for consideration, the application shall meet and demonstrate the following criteria:

1. The project must promote natural resource development, management, harvesting or conservation in Ontario. Projects must involve one or more of the following:
 - ✓ Commercial Fishing, including all aspects of sustained yield production and quality control
 - ✓ Fur Trapping, including all aspects of trap line management and pelt quality control
 - ✓ Forestry, harvesting, maintenance, renewal and access
 - ✓ Non-timber forest products including wild rice, blueberries, wild traditional crops and medicinal plants
 - ✓ Deer, bear, barren-ground caribou and moose hide utilization
 - ✓ Sports fishing and hunting, including assistance to guides and outfitters
 - ✓ Fishing and hunting for domestic use
 - ✓ Commercial recreation related to the development of renewable natural resources including ecotourism, hunting camps, guiding, skiing and snowmobile trails
 - ✓ Processing and marketing of products derived from natural resource development, management and harvesting
 - ✓ Environmental projects relating to resource development
 - ✓ Natural resource planning such as those projects related to natural heritage or addressing invasive species
2. Any previous projects by the applicant must be in good standing.

The maximum funding amount for projects approved under the CORDA Program is

\$35,000.00

Eligible Expenditures

Expenditures eligible for funding under this program include but are not limited to:

- Equipment (e.g. purchase or rental of equipment)
- Materials (e.g. building materials or purchase of facilities)
- Labour (excludes labour for applicant)
- Transportation (e.g. transportation of personnel, supplies and equipment)
- Other (e.g. technical advice and assistance, acquisition of data base information, promotion and advertising of commercial ventures)

Ineligible Expenditures

Expenditures under this program do not include:

- pleasure crafts and recreational vehicles
- personal or domestic expenditures
- project administration costs
- labour costs for the applicant

Multiple applications for the same project activity (project splitting) to maximize funding is not eligible.

Section 2: Completing the Application

Part 1: Applicant Information

Provide applicant and contact information

Part 2: Project Details

Applicants must provide details outlining the resource management and economic aspects of the proposed project including:

- Background information on the objectives, project description, resources utilized, et cetera;
- Information on the project location

Applicants are responsible to demonstrate, in writing, that projects are environmentally sound and meet all applicable environmental guidelines and regulations. Some applications may be subject to a federal environmental screening process. All projects are subject to applicable Ministry of Natural Resources and Forestry permits or licencing requirements.

Part 3: Project Benefits

- Identify short- and long-term economic, resource and cultural benefits
- Identify partnerships and agencies providing financial or advisory services

Part 4: Project Costs/Budgets

- Provide the proposed project costs and budget for the project.

Part 5: Supporting Documents

REQUIRED*	RECOMMENDED
<p>All applications must include the following supporting documents:</p> <ul style="list-style-type: none">• Supplier quotes for all proposed expenditures• A demonstration of community support by either a letter from Chief, a member of Council or a senior staff member such as the Band Administrator, or a Band Council Resolution (BCR).• Applications from a First Nation must include a BCR. **• Clear maps and a description of the location of the project activities.***	<p>Applicants may also wish to provide additional documents to support the application. These documents may include, but are not limited to:</p> <ul style="list-style-type: none">• A letter of support from an appropriate administering agency (e.g. the Ministry of Natural Resources and Forestry)• Photographs• Permits and/or licences (e.g. trapping/fishing)• Community Economic Development Plan, feasibility study, or Business Plan

*Applications that do not include the required supporting documentation by the application deadline will not be reviewed.

** Applicants may not sign their own support letter.

***A mapping tool website is provided on the application form.

Section 3: Application Submission and Processing

Submitting an Application

Incomplete, unsigned or late applications will not be considered. Submission of an application does not guarantee approval for funding.

Applicants are encouraged to apply by e-mail to corda@nexicom.net.

Application Deadline

The complete application package, including a complete and signed application form and all required supporting documents, must be received by the CORDA Office by **Monday, October 26, 2020** at 11:59 p.m. Eastern Daylight Time.

Approval Process

Complete applications received by the deadline will be reviewed and ranked based on scoring criteria established by the CORDA Committee. Projects may at times be approved for funding at an amount less than requested.

Where applicable, appropriate permits and approvals are required prior to the start of the project.

Approved projects will be sent an approval letter along with a copy of the *Conditions of Receipt of a CORDA Grant* form, along with copies of the Interim and Final Report templates to support reporting requirements. The funding recipient must return a signed copy of the *Conditions of Receipt of a CORDA Grant* form to the CORDA Office.

Section 4: Reporting Requirements, Funding and Other Considerations

For approved projects, the reporting requirements and disbursement schedule are as follows:

Reporting and Funding Timeline

- The first installment of 50% will be issued after the submission of a signed *Condition of Receipt of a CORDA Grant* form.
- **An Interim Report is due to the CORDA Office by October 15, 2021.**
The second installment of 25% of approved funding will be released late October after the CORDA Secretariat has reviewed and approved the Interim Report. The Interim Report must demonstrate the first 50% installment has been spent before the next installment will be released.
- **A Final Report is due to the CORDA Office within 5 days of the completion of the project or no later than Friday, February 25, 2022.**
The final installment of 25% will be released after the CORDA Secretariat has reviewed and approved the Final Report. The Final Report must demonstrate spending for the entire project. The amount reimbursed will be based on project expenses, up to the amount approved. If the project is under-budget, the recipient will receive funding in the amount demonstrated by the Final Report.

Other Considerations:

- The timing of the release of funding varies from year to year. Funding may not be released until after July 1, 2021.
- Funding will not be provided for expenses incurred prior to April 1, 2021.
- All expenditures must be based on the approved budget.
- All project changes and budget revisions require approval from the CORDA Secretariat.
- All recipients must keep original receipts and invoices for review or audit purposes. The CORDA Office will randomly select and review receipts from 10% of projects. Recipients selected for the review will be notified they must provide clear copies of all receipts and invoices with the Final Report.
- Submission of the Final Report after the deadline or failure to submit a Final Report will result in no additional funds being released to the project.
- Any unused funds must be returned to the organization that issued those funds by Friday, March 11, 2022.

FOR MORE INFORMATION CONTACT:

Jill Stevens, Secretariat

CORDA Office

123 Paudash Street

Hiawatha, ON K9J 0E6

Telephone: 705-295-7116

E-mail: corda@nexicom.net



Canada Ontario Resource Development Agreement (CORDA) 2021-2022 Application Instruction Page

How to Apply:

The application form, in its original form, must be typed, completed in full and signed. Attach all supporting documentation identified in Part 5 of the application form to your submission. For more details, please review the CORDA 2021-22 Application Guide Book.

Using the Form:

Complete each section by typing in the space below the question, providing as much detail as possible. If you require more space in any area, simply keep typing and the form will expand accordingly. Alternatively, you may attach separate pages with additional information.

To use the check boxes, click on the box you want to check.

Application Submission:

Send complete application packages to the CORDA Office by either e-mail, fax or regular mail. Only one copy of the application package is required. Applicants are encouraged to send an electronic application package to corda@nexicom.net. If sending by e-mail, please ensure the total file size of attachment(s) is less than 10MB as larger files may not be delivered. You may send multiple e-mails if required to ensure submission of all attachments.

Please delete this instruction page before submitting the application.

Deadline to Apply:

Applications are due to the CORDA Office by 11:59 p.m. Eastern Daylight Time Monday, October 26, 2020. Applications received after the deadline will not be considered.

Additional Information:

Funding for 2021-22 and beyond is subject to confirmation of funding. Applications will be reviewed in anticipation of funding availability. Final approval of projects will be based on the confirmation of funding.

Incomplete, unsigned or late applications will not be considered. Submission of an application does not guarantee approval for funding. Each year CORDA receives many excellent applications but can only fund a portion of the submissions under this competitive process.

All applications will be screened for necessary Ministry of Natural Resources and Forestry permits and/or licenses.

Applicants will be notified in writing once funding decisions are finalized.

CORDA Office Contact Information: Jill Stevens, Secretariat, corda@nexicom.net

Canada Ontario Resource Development Agreement (CORDA) 2021-2022 Application Form

PART 1: APPLICANT INFORMATION

Name of Applicant: (Individual, First Nation or Organization)

Name of First Nation of which the applicant is a member:

Treaty Organization the First Nation is a member of:

- Grand Council Treaty #3
- Anishinaabek Nation
- Nishnawbe Aski Nation
- Association of Iroquois and Allied Indians
- Independent First Nation

Name of Contact Person (if different than applicant):

Position or Title of Contact Person:

CONTACT INFORMATION

Address: (Street Number, Street Name, Unit Number):

P.O. Box Number:

City/Town:

Postal Code:

Telephone Number:

E-mail Address:

PART 2: PROJECT DETAILS

Project Title: Choose a concise title that explains the purpose of the project. For example, "Updated Equipment for Commercial Fishing Enterprise".

Project Objective. List the expected results in two or three sentences or bullets. For example, "The project will result in increased revenue or jobs," or "The project will add value to the product", or "The project will result in improved fishing with new nets and gear".

Project Description. Provide a detailed description of the project including how the funding will be spent and how the project will be undertaken. Describe the major milestones (steps) and what will be accomplished. Include any photographs or diagrams that may support the project. Identify other agencies or groups that were consulted. You may attach additional pages if required.

Project Location.

Describe the location of the project activities. Please include the address if applicable.

Check whether the project activities will occur on or off a First Nation reserve:

- On First Nation reserve
- Off First Nation reserve

All applications must include a map identifying the location of the project activities. An online mapping tool can be accessed [here](#):

Natural Resource Management. What natural resource is being managed? Describe how the project will contribute to the management of that natural resource both in the short and long term.

Project Duration. Indicate the project start and completion date. Projects will only be reimbursed for costs incurred as of April 1, 2021 and must be complete no later than February 18, 2022.

Start Date:

Completion Date:

Previous Applications. Has the applicant previously applied to CORDA for funding for this project?

- Yes
- No

Previous Funding: Has the applicant received previous CORDA funding for this or any other project?

- Yes
- No

If yes, please list previously approved project, including project number or the year the funding was received, the project title, and/or other project details.

Environmental Impact:

Some applications may be subject to a federal environmental screening process. Any project on federal land, including reserve lands, that involves the construction of a new building or repairs to an existing building, or will produce any waste that is not household waste requires the completion of an environmental review process through Indigenous Services Canada. Successful applicants who are subject to this environmental screening will be notified about the process.

Does the project have the potential for **positive** effects on air, water, soil, land, etc.?

Yes

No

If yes, describe the positive impacts the project will have to the air, water, soil, land, etc.

Does the project have the potential for **negative** effects on air, water, soil, land, etc.?

Yes

No

If yes, describe actions that will be taken to reduce the negative environmental impacts. Environment and Climate Change Canada or the Ministry of the Environment Conservation and Parks may be a resource for information on assessing environmental impacts.

PART 3: PROJECT BENEFITS

Provide details on the short and long-term benefits of the project. Use additional pages if required.

Economic Benefits: Provide details on the following economic benefits.

Check if the funding will be used to assist a new business or an expanding business:

New Business

Expanding Business

Not applicable

Provide details on any jobs that will be created as a direct result of this project, including the duration of each position (for example, contract, seasonal, permanent) and whether the positions are part-time or full-time.

Describe how the project involves First Nation community procurement. For example, provide details on any supplies to be purchased locally.

Estimate how much revenue will be generated:

Not applicable

Short Term: \$

Long Term: \$

Cultural Benefits: Provide details on the following benefits related to Traditional Knowledge and cultural values.

Describe how the project will use and support traditional cultural knowledge/values.

Describe how the project results in the transfer of traditional cultural knowledge/values.

Describe how youth from the community will be involved.

Overall Benefits: Provide details on the following overall benefits.

Does the project include training?

- Yes
- No

If yes, estimate the number of people to receive training during the project: _____

Describe the type of skills that will be learned and/or developed.

Estimate the number of project participants, including volunteers:

Does the project support a community plan, such as an economic, land use, forestry, or other plan?

- Yes
- No

If yes, name the plan and describe how the project supports the plan.

List the anticipated community benefits resulting from the project.

Identify partnerships that will result from this project, including partnerships with other First Nations, municipalities, conservation authorities or academic institutions.

PART 4: PROJECT COSTS / BUDGET

Have you applied to other funding sources for this project?

- Yes
- No

If yes, provide details including the name of the funder and the amount requested and/or approved:

Budget Instructions: Provide a detailed project budget. The budget information will be compared to supplier quotes submitted with the application. The maximum funding level for CORDA projects is \$35,000.00. In the chart below, list each item, the number of items requested, and the cost of each item. Any In-kind contributions from the applicant should be identified. Attach a separate sheet if additional space is required. See the Application Guide Book for eligible expenses.

Category	Details	CORDA Request (\$)	Applicant Contribution (\$)	Other Funding Sources (\$)	Total (\$)
<i>Example</i>	<i>Portable Sawmill Trailer, Chainsaws x 4 Safety Equip.</i>	<i>30,000.00 5,000.00</i>	<i>800.00 600.00</i>		<i>36,400.00</i>
Equipment					
Materials					
Labour					
Transportation					
Other					
	Total CORDA Request			Project Grand Total	

Part 5 Support Documents

All applications must include supporting documents to be considered complete. It is recommended applicants submit additional supporting documents, depending upon the type of project.

Check the attachments included with the application:

Required for all Applications:

- Supplier Quotes for all proposed expenditures
- A demonstration of community support by either a letter from the Chief, a member of Council or a Band Council Resolution (BCR). First Nation community applicants are required to submit a BCR. Note: applicants cannot sign their own support letter.
- A clear map (s) showing the specific location of the proposed activities

Recommended additional supporting documents:

- A letter of support from an administrating agency such as the Ministry of Natural Resources and Forestry
- Photographs
- Relevant permit or licences such as commercial fish licence or trapping licence
- Additional supporting documentation such as a business plan or Community Economic Development Plan
- Other documents. Please Specify:

I consent to the publishing of my name, funding and project description in the 2021-2022 CORDA Annual Report to be distributed to government partners and the public.

Use of Personal Information

Personal information on this form is obtained under the authority of Section 13.1 (1) of the Ministry of Natural Resources Act, Section 8, R.S.O. 1978. The information submitted in this application is to assess the applicant's request for funds under the CORDA program. The financial and technical information will be used to determine eligibility of the application to have a program designated, for financial assistance and the amount of such assistance, for audit purposes and for project summary review. Questions or concerns regarding use of personal information should be directed to Chair, Canada Ontario Resource Development Agreement, c/o Ministry of Natural Resources and Forestry, Integration Branch, 300 Water Street, 5th Floor, South Tower, Peterborough, ON K9J 8M5 or by phone at (705) 755-5274.

Declaration

I declare that I am a First Nation member or an official of a First Nation organization or a Treaty organization in Ontario and that the information in this application for a Canada Ontario Resource Development Grant is true, correct and complete in every respect. I hereby authorize the CORDA Committee through his/her representatives to make such enquiries, undertaking such discussions and share such information with other public and private agencies with respect to my application as she/he may in his/her discretion deem necessary for the evaluation and assessment of the proposal

Applicant Signature: _____

Name and Title: _____

Date: _____

APPLICATION SUBMISSION INFORMATION:

Jill Stevens, Secretariat
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123 Paudash Street
Hiawatha, ON K9J 0E6
Telephone: 705-295-7116
E-mail: corda@nexicom.net