

# Allocation Policy Guidelines



DAKOTA DUNES  
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CORPORATION

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**1. POLICY**

1.01 In accordance with the provision of the Allocation Policy, the Board shall distribute Net Profits generated from the Dakota Dunes Casino in accordance with the provisions of section 7.5 of the *2002 Framework Agreement*, and distribute Other Revenue to Eligible Organizations and Individuals within a defined Catchment Area.

1.02 The responsibility and decision making capacity regarding the distribution of Net Profits to Eligible Organizations rests with the Board and any decisions concerning the distribution of any Net Profits to an Eligible Organization shall be determined at a duly convened meeting of the Board.

1.03 The responsibility and decision making capacity regarding the distribution of Other Revenue rests with the Board; however, nothing precludes the Board from delegating this responsibility to an authorized sub-committee of the Board or any officer or employee of the Corporation in accordance with the provisions of the Allocation Policy.

**2. PURPOSE**

2.01 To define a process to facilitate the distribution of Net Profits on a fair and equitable basis to First Nation organizations and non-First Nations organizations within the Catchment Area and to establish guidelines for the distribution of Other Revenue.

2.02 To provide an Eligible Organization or any other interested part who may be eligible for Registration with a summary of approved policy positions of the Corporation.

**3. DEFINITIONS**

3.01 **“2002 Framework Agreement”** or **“Agreement”** means the Framework Agreement entered into between the FSIN and the province of Saskatchewan on the 11<sup>th</sup> day of June, 2002, as amended from time to time.

3.02 **“Administration Fee”** means a fee representing a percentage of other expenses incurred during the normal course of business that would not normally qualify as an Eligible Cost.

3.03 **“Allocation Policy”** means the Dakota Dunes Community Development Corporation Allocation Policy, Policy # 2008-01 as amended from time to time.

3.04 **“Application for Grant Funding”** or **“Form 100.b”** means an application form, as amended from time to time, to be completed and submitted to the Corporation by an Eligible Organization in support of grant funding.



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- 3.05 **“Application for Registration as an Eligible Organization”** or **“Form 100.a”** means an application form, as amended from time to time, to be completed and submitted to the Corporation by an applying group or organization in support of receiving a Registration Number from the Corporation.
- 3.06 **“Board”** means the board of directors of the Corporation, including any authorized sub-committee established by the Board.
- 3.07 **“Catchment Area”** means an area as determined by the Board in which an Eligible Organization or Individual must be situated, located or reside to be eligible to apply for grant funding and for greater clarity includes that area specified in **Schedule “A”** of these guidelines and also includes any Member First Nation, other First Nations identified in **Schedule “A.1”** of these guidelines, including any municipality specified in **Schedule “A.2”** of these guidelines.
- 3.08 **“Community Development Corporation”** means a Community Development Corporation as defined in the Agreement.
- 3.09 **“Community Initiatives Fund”** means the fund established by the province of Saskatchewan and funded by revenues generated from Casino Regina and Casino Moose Jaw for the purposes of providing grant funding to eligible communities, organizations and individuals.
- 3.10 **“Corporation”** means the Dakota Dunes Community Development Corporation.
- 3.11 **“Eligible Cost”** means an eligible cost referred to in **Article 10** of these policy guidelines which an Eligible Organization may apply for grant funding.
- 3.12 **“Eligible Organization”** means any Member First Nation, First Nation, tribal council, group, entity or organization specified in **Article 8** of these policy guidelines and has been issued a Registration Number by the Corporation in accordance with **Article 7** of the Allocation Policy.
- 3.13 **“First Nation”** means a First Nation as defined in the Agreement.
- 3.14 **“First Nation Organization”** means:
- 3.14.1 Any Member First Nation including any legal entity that is majority owned and controlled by a Member First Nation, or any organization or group that is controlled by a Member



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- First Nation, including any community based group or organization situated on a Member First Nation;
- 3.14.2 Saskatoon Tribal Council and its subsidiary corporations;
- 3.14.3 Any First Nation or tribal council specified in **Schedule "A.1"** of these policy guidelines;
- 3.14.4 Any legal entity that is majority owned and controlled by a First Nation specified in **Schedule "A.1"** of these policy guidelines;
- 3.14.5 Any organization or group that is controlled by a First Nation specified in **Schedule "A.1"** of these policy guidelines, including any community based group or organization situated on the said First Nation.
- 3.14.6 An organization that is majority owned and controlled by a First Nation or First Nation individuals other than a Member First Nation or a First Nation specified in **Schedule "A.1"** of these policy guidelines that is situated and based in the Catchment Area and whose primary purpose and goal is to provide services to First Nation individuals.
- 3.14.7 Charitable organizations, foundations, non-profit organizations, amateur sport or athletic associations, educational institutions, regional health authorities and affiliates and other legal entities created, registered or licensed in accordance with applicable legislation that are situated on-reserve.
- 3.15 **"Finance Manager"** means the Finance Manager of the Corporation.
- 3.16 **"FSIN"** means the Federation of Saskatchewan Indian Nations.
- 3.17 **"General Manager"** means the General Manager of the Corporation.
- 3.18 **"Independent First Nation"** means a First Nation assigned to the Catchment area and is not affiliated with a tribal council or any other comparable council.
- 3.19 **"Individual"** means an individual referred to in **Article 16** of these guidelines which is limited to aboriginal youth, elders, healers, spiritual leaders and other individuals and or families who have experienced a total or substantial loss of home or property resulting from fire, floods and other natural disasters.
- 3.20 **"Legacy Contribution"** means a contribution or donation made to a non-First Nation Eligible Organization or recognized charity or community based organization that is situated within the Catchment Area for services that will benefit and or improve or enhance the quality of life of individuals residing within the Catchment Area.



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- 3.21 **“Letter of Offer”** or **“Form 200.e”** means a formal letter of offer issued to an Eligible Organization or Individual upon qualifying for grant funding specifying terms and conditions of approval.
- 3.22 **“Member First Nations”** means those First Nations who are signatories to the *Saskatoon Tribal Council Convention* including any area owned, occupied or for which there is land entitlement for the signatory First Nations and for greater certainty includes the following First Nations:
- 3.22.1 Kinistin First Nation;
  - 3.22.2 Mistawasis First Nation;
  - 3.22.3 Muskeg Lake Cree Nation;
  - 3.22.4 Muskoday First Nation;
  - 3.22.5 One Arrow First Nation;
  - 3.22.6 Whitecap Dakota First Nation; and,
  - 3.22.7 Yellow Quill First Nation.
- 3.23 **“Net Profits”** means those net profits referred to in Part 4 and Part 5 of the Agreement as it relates to a Community Development Corporation.
- 3.24 **“Objective”** means any category specified in Part 7.5 of the Agreement in which an Eligible Organization may apply for grant funding.
- 3.25 **“Operational Services Manager”** means the Operational Services Manager of the Corporation.
- 3.26 **“Other Revenue”** means revenue other than Net Profits.
- 3.27 **“Primary Catchment Area”** means the area owned, occupied or for which there is a land entitlement by a Member First Nation and those First Nations specified in Schedule “A.1: of the Allocation Policy:
- 3.28 **“Permitted Activities”** has the meaning set out in **Schedule “B”** of these policy guidelines or as may be further defined and amended by the Board from time to time.
- 3.29 **“Registration” or Registration Number”** means a series of identifying numbers and or letters which has been issued to an Eligible Organization upon completion by the Corporation of a due diligence investigation of the applying organization for the purposes of assessing suitability and legitimacy.



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- 3.30 **“Saskatoon Tribal Council”** means a legal incorporated entity which is owned and controlled by the Member First Nations.
- 3.31 **Saskatoon Tribal Council Convention Act** means the Saskatoon Tribal Council Convention Act as amended from time to time.
- 3.32 **“Saskatoon Tribal Council Convention** means the convention created by the Member First Nations.
- 3.33 **“Screening Committee”** means a committee of non-Board members referenced in [Article 18](#) of these policy guidelines whose composition shall consist of a minimum of any two of the three following managerial positions of the Corporation:
- 3.33.1 General Manager;
  - 3.33.2 Operational Services Manager; and,
  - 3.33.3 Finance Manager,

and whose primary responsibility is to review applications and proposals received from Eligible Organizations and Individuals and to make recommendations to the Board on issues such as application approval and recommend levels of grant funding.

- 3.34 **“Secondary Catchment Area”** means all areas of the Catchment Area specified in [Schedule “A”](#) of these policy guidelines, excluding any area owned, occupied or for which there is a land entitlement by a Member First Nation and those First Nations specified in [Schedule “A.1”](#) of these policy guidelines, including any municipality specified in [Schedule “A.2”](#) of these policy guidelines.

#### 4. FORMS, TEMPLATES AND REQUIREMENT FOR ADDITIONAL INFORMATION

- 4.01 The Corporation shall make available an *Application for Registration as an Eligible Organization, Form 100.a*, as amended from time to time, to groups and organizations seeking registration as an Eligible Organization with the Corporation.
- 4.02 The Corporation shall make available to an Eligible Organization an *Application for Grant Funding, Form 100.b*, as amended from time to time, for the submission to and consideration of the Board for the funding of any Objective which may be funded with Net Profits.



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4.03 The Corporation shall make available a proposal template to an eligible First Nation, in a manner prescribed by the Board, for the submission to and consideration of the Board for the funding of a Legacy Project which may be funded with Net Profits and or Other Revenue (*Proposal by Member First Nation for Legacy Project, Form 100.c*).

4.04 The Corporation shall make available a proposal template to an Individual, in a manner prescribed by the Board, for submission to and consideration of the Board for the funding of any Objective or any other program or project which may be funded with Other Revenue (*Proposal by Individual for Grant Funding, Form 100.d*).

4.05 The Corporation may require an Eligible Organization to submit additional information or documents for consideration of the Board which may include but not limited to:

4.05.1 Business plans;

4.05.2 Marketing plans,

4.05.3 Engineer or non-engineer drawn blueprints, detailed material estimates and project timelines;

4.05.4 Program delivery plans;

4.05.5 Proof of financing or verification of other sources of revenue, and,

4.05.6 Any other information or document required to properly assess an application or proposal for grant funding.

4.06 The Corporation shall make available to an Eligible Organization an *Application for Renewal of Registration as an Eligible Organization, Form 100.e*, as amended from time to time, for consideration of renewing a Registration Number.

## 5. CATCHMENT AREA

5.01 The Board may from time to time define, expand or reduce the size of the area in which an Eligible Organization or Individual may apply for grant funding which shall be incorporated in **Schedule "A"** of these policy guidelines and shall also be deemed to include the area owned, occupied or for which there is a land entitlement for the Member First Nations and those First Nations specified in **Schedule "A.1"** of these policy guidelines.

5.01.1 The area owned, occupied or for which there is a land entitlement for the Member First Nations and those First Nations specified in **Schedule "A.1"** of these policy guidelines shall be considered the Primary Catchment Area.



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- 5.01.2 All other areas of the Catchment Area specified in **Schedule "A"** of these policy guidelines, excluding any area owned, occupied or for which there is a land entitlement by a Member First Nation and those First Nations specified in **Schedule "A.1"** of these policy guidelines, shall be considered the Secondary Catchment Area.
- 5.01.3 The Board may from time to time include any hamlet or municipality situated outside the Catchment area as part of the Catchment Area and any such hamlet or municipality shall be specified in **Schedule "A.2"** of these policy guidelines..
- 5.01.4 Any hamlet or municipality specified in **Schedule "A.2"** of these policy guidelines shall be considered part of the Secondary Catchment Area.

## 6. ELIGIBLE OBJECTIVE

6.01 Section 7.5 of the Agreement specifies the distribution of funds through grants in the following 10 categories (the "Objectives"):

- 6.01.1 Economic development;
- 6.01.2 Social development;
- 6.01.3 Justice initiatives;
- 6.01.4 Education development;
- 6.01.5 Recreational facilities operation and development;
- 6.01.6 Senior and youth programs;
- 6.01.7 Cultural development;
- 6.01.8 Community infrastructure development and maintenance;
- 6.01.9 Health initiatives; and,
- 6.01.10 Other charitable purposes.

6.02 The Board may at its discretion assign priority to any of the Objectives listed.

6.03 The Board may take into account the Permitted Activities as set out in **Schedule "B"** of these policy guidelines in considering its grant funding to Eligible Organizations.

6.04 Without restricting the generality of the foregoing, the Board may from time to time, define and amend Permitted Activities as set out in **Schedule "B"** for each of the Objectives listed and any additional permitted activity shall be incorporated in **Schedule "B"** to these policy guidelines.



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6.05 Any program, project or community event approved for grant funding may be administered, delivered, constructed or conducted outside the Catchment Area.

**7. REGISTRATION NUMBER – INELIGIBILITY AND ELIGIBILITY**

7.01 The Board may authorize senior management officials of the Corporation to advertise through appropriate mediums for the purpose of encouraging charitable and religious organizations, non-profit corporations and other community based organizations to apply to the Corporation for a Registration Number.

7.02 The Corporation shall not issue a Registration Number to an organization, First Nation or tribal council that is situated outside the Catchment Area.

7.03 The city of Saskatoon, including any hamlet or municipality as defined in *The Municipalities Act* that fall within the Catchment Area, are not eligible to apply for registration as an Eligible Organization.

7.04 The Corporation shall not issue a Registration Number to an applying organization that is situated within the Catchment Area, or to an *ad hoc* committee of an organization that is situated outside the Catchment Area but such committee is based within the Catchment Area, whose sole purpose is to implement and conduct a single program, project or community event on a one time basis.

7.05 All applicant groups seeking grant funding from the Corporation must apply to be registered with the Corporation in the manner prescribed by the Corporation (Application for Registration as an Eligible Organization, Form 100.a).

7.06 The Corporation may request any additional information from an applicant group that may be deemed necessary to assess suitability as an Eligible Organization.

7.07 The Corporation may deny an applicant group a Registration Number for failing to comply with requests to provide specific and relevant information required to assess suitability as an Eligible Organization.

7.08 Upon, the applicant qualifying for registration, the Corporation shall issue Registration Number to the applicant which shall be valid for a period of three (3) years from the qualification date.



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7.09 Any applicant who has been denied registration as an Eligible Organization, or whose registration has been revoked shall not be permitted to apply for Registration as an Eligible Organization for a period of 6 months from the date of the Letter of Denial for Registration as an Eligible Organization (Form Letter 200.h) or Letter to Revoke Registration as an Eligible Organization (Form 200.i) as the case may be.

7.10 Any Eligible Organization whose registration has been revoked in accordance with the provisions of **Article 14.02** shall be notified in writing (Form Letter 200.i – Letter to Revoke Registration as an Eligible Organization) by the Corporation of the Corporation’s decision to revoke registration as an Eligible Organization.

7.11 The issuance of a Registration Number does not guarantee future grant funding nor does it guarantee a renewal of registration after the expiration of the three (3) year registration period.

7.12 Upon the expiration of a registration period, the Eligible Organization may re-apply for registration in accordance with the provisions of this policy.

7.13 The Board shall only consider applications for funding from organizations that have been registered as an Eligible Organization and whose status remains in good standing with the Corporation.

7.14 The requirements of registration will not apply to eligible Individuals.

## 8. ELIGIBILITY FOR GRANT FUNDING

8.01 The following First Nations, tribal councils, organizations, groups and entities are eligible to submit applications or proposals for grant funding provided that the Corporation has issued a Registration Number:

8.01.1 Member First Nations and any legal entity that is majority owned and controlled by a Member First Nation, or any organization or group that is controlled by a Member First Nation, including any community based group or organization situated on a Member First Nation.

8.01.2 Saskatoon Tribal Council and its subsidiary corporations;

8.01.3 Those other First Nations, including any tribal council, identified in **Schedule “A.1”**, including any legal entity that is majority owned and controlled by a First Nation identified in **Schedule “A.1”**, or any organization or group that is controlled by a First Nation



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- identified in **Schedule "A.1"**, including any community based group or organization situated on a First Nation identified in **Schedule "A.1"**.
- 8.01.4 That area of the rural and urban municipalities of MidSask REDA (MidSask Regional Economic Development Authority) that fall within the 75 km radius as set out in **Schedule "A"**, and any other area of a rural and urban municipality that fall within the 75 km radius set out in **Schedule "A"**;
- 8.01.5 Charitable organizations, foundations, non-profit organizations, amateur sport or athletic associations, educational institutions, regional health authorities and affiliates, and other legal entities created, registered or licensed in accordance with applicable legislation that have sought and obtained a Registration Number.
- 8.01.6 Local community based organizations that are not created, registered or licensed in accordance with applicable legislation may be considered provided that:
- 8.01.6.1 their primary object or purpose is community based and is for broad community benefit; and,
- 8.01.6.2 have sought and obtained a Registration Number from the Corporation in accordance with the provisions of this policy.
- 8.02 Individuals who meet the eligibility criteria specified in **Article 16** of these policy guidelines are eligible to apply.

## 9. ELIGIBLE PROGRAMS, PROJECTS OR COMMUNITY EVENTS

- 9.01 The Corporation may consider an Application for Grant Funding from an Eligible Organization for any program, project or community event providing that:
- 9.01.1 the Eligible Organization demonstrates that their proposed program, project or community event is consistent with the primary objects or purpose of the Eligible Organization; and,
- 9.01.2 provides a broad community benefit.
- 9.02 Renovation projects may be considered providing that:
- 9.02.1 the Eligible Organization owns or is majority owner of the building which is considered for renovation;
- 9.02.2 That any improvement or modification will compliment or enhance programming or service delivery and provides a broad community benefit.

## 10. ELIGIBLE COSTS

- 10.01 Eligible Costs may include the following:
- 10.01.1 Wages and mandatory employee related costs.



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- 10.01.2 Salaries that are specialized and essential to program or project delivery where the community or organization does not possess the human resource capacity required for the program, project or community event.
- 10.01.3 Reasonable expenses for individuals such as honorariums and participant allowances may be eligible provided the expense is justified and directly related to program or project delivery.
- 10.01.4 Professional fees.
- 10.01.5 Materials.
- 10.01.6 Supplies.
- 10.01.7 Short term rental of equipment and or facilities.
- 10.01.8 Short term office, building or land rental costs.
- 10.01.9 Short term utility costs.
- 10.01.10 Major and minor equipment.
- 10.01.11 Standard, non-luxury hotel or motel accommodations.
- 10.01.12 Transportation for program, project participants if required.

10.02 Eligible costs may also include any reasonable direct program or project costs that are needed to effectively and efficiently carry out an approved program project or community event.

10.03 Eligible costs associated with an adult sport activity where a majority of the participants are over the age of 21, include the following:

- 10.03.1 A maximum of 50% of tournament fees, up to maximum of \$350.00, where competitive play is for cash or prizes.
- 10.03.2 League fees.
- 10.03.3 Officiating fees.
- 10.03.4 Short term sport facility rental costs.

#### **11. INELIGIBLE COSTS**

- 11.01 Administration Fees.
- 11.02 Telephone, cellular phone, facsimile and or photocopy expenses.
- 11.03 Tips and gratuities.
- 11.04 Interest charges, late service fees or penalty costs.
- 11.05 Alcoholic beverages and or mini-bar charges.
- 11.06 Hotel pay movies and or games.
- 11.07 Limousine service and or rental of luxury or extreme vehicles.
- 11.08 Tobacco products not used for First Nation ceremonial purposes.
- 11.09 Fuel, food, accommodation, incidental and equipment expenses associated with adult sport activities or events.



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11.10 Any item prohibited by applicable law.

11.11 Any item that may be used to aid or promote an activity that is prohibited by applicable law.

## 12. INELIGIBILITY FOR GRANT FUNDING

12.01 With the exception of Individuals identified in [Article 16](#) of these policy guidelines, individuals are not eligible for grant funding.

12.02 Applications for Grant Funding will not be considered from Eligible Organizations who request grant funds for the sole purpose of re-granting to other charitable organizations, non-profit organizations, community based organizations or to individuals.

12.03 Applications for Grant Funding will not be considered from Eligible Organizations for new initiatives over \$10,000.00 unless the applying organization demonstrates a funding commitment of a minimum of 50% of anticipated expenditures.

12.04 City of Saskatoon and any hamlet or municipality as defined in *The Municipalities Act* that fall within the Catchment Area are not eligible to apply for grant funding.

12.05 Those First Nations not specified in [Schedule "A.1"](#), tribal councils or comparable organizations, organizations, urban and rural municipalities, organizations, groups and other entities outside the Catchment Area are not eligible to apply for grant funding.

12.06 Any legal entity that is owned in whole or in part by a non Member First Nation, or any organization or group that is controlled by a non Member First Nation, including any community based group or organization from any non Member First Nation that may be situated within the Catchment Area and is eligible to apply to a Community Development Corporation other than the Corporation are not eligible to apply for grant funding.

12.07 Applications or proposals from Eligible Organizations and Individuals who have received similar funding sources from, or are eligible to receive funding sources, including but not limited to the Community Initiatives Fund, other Community Development Corporations, Saskatchewan Indian Gaming Authority head office and or any of its casino sites, federal, provincial, municipal and urban governments, for the same or essentially the same program, project or community event expenditures for the current fiscal year are not eligible to apply for grant funding.

12.08 The following shall be not eligible for grant funding:



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- 12.08.1 Funding attendance at conventions or workshops.
  - 12.08.2 Projects where the sole purpose is to conduct studies and surveys.
  - 12.08.3 Leasehold improvements or renovation projects which do not provide broad community benefit.
- 12.09 Limited partnerships, corporations or other organizations, entities, and groups in which an individual may receive an economic benefit because of his or her ownership in the organization, entity or group, are not eligible for grant funding.
- 12.10 **Article 12.09** shall not apply to limited partnerships, corporations or other organizations, entities and groups who have partnered with a First Nation provided that the First Nation has a controlling interest in the partnership.
- 12.11 In instances where a First Nation does not have a controlling interest in the partnership, the Board may consider the Application for Grant Funding if the First Nation demonstrates support for the project.

### **13. COMMUNITY INITIATIVES FUND – INELIGIBILITY AND ELIGIBILITY**

- 13.01 Eligible Organizations who are eligible to apply to the Community Initiatives Fund for their proposed program, project or community event shall be required to apply to the Community Initiatives Fund before Corporation will consider an Application for Grant Funding for their proposed program, project or community event.
- 13.02 An Eligible Organization who qualifies for funding from the Community Initiatives Fund at 50% or more of their requested amount shall be ineligible to apply to the Corporation for the remaining shortfall balance.
- 13.03 An Eligible Organization who qualifies for funding from the Community Initiatives Fund at less than 50% of their requested amount may apply to the Corporation for their remaining shortfall balance in accordance with the provisions of this policy and is subject to the following conditions:
- 13.03.1 The Eligible Organization agrees to provide to the Corporation copies of their application to the Community Initiatives Fund, including copies of any and all subsequent correspondence between the Eligible Organization and the Community Initiatives Fund.
- 13.04 An Eligible Organization who does not qualify for funding from the Community Initiatives Fund for their proposed program, project or community event may apply to the Corporation



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for grant funding in accordance with the provisions of this policy and is subject to the following conditions:

13.04.1 The Eligible Organization agrees to provide to the Corporation copies of their application to the Community Initiatives Fund, including copies of any and all subsequent correspondence between the Eligible Organization and the Community Initiatives Fund regarding their ineligibility.

**14. BOARD RESPONSIBILITIES**

14.01 The Board shall be responsible for the decision making process as it relates to the approval, denial or deferral of application submissions for grant funding.

14.02 The Board may revoke a Registration Number issued to an Eligible Organization for failure to meet the requirements of the policies of the Corporation which may include but are not limited to: non-compliance with any term or condition specified in any Letter of Offer, provides false or misleading information, loses licensing or registration status with any licensing or regulatory agency in accordance with applicable legislation, or fails to provide any information that the Corporation may require to assess on-going suitability as an Eligible Organization during the registered period of three years.

**15. RESTRICTIONS AND FUNDING THRESHOLD LEVELS (Net Profits)**

15.01 The Corporation shall not commit any Net Profits for grant funding beyond the then current fiscal year.

15.02 The Board may at its discretion, disburse 100% of Net Profits targeted for distribution in any given quarter, or may defer any surplus Net Profits to the next fiscal quarter for distribution or for short or long term investment.

15.03 Notwithstanding **Article 15.06** and subject to the availability of Net Profits, the Board may at its discretion fund non First Nation programs, projects or community events at 100% of estimated eligible costs, or any percentage thereof, to a maximum of **\$25,000.00**.

15.04 The Board may approve a program, project or community event with or without a holdback amount.

15.05 In instances where a holdback amount is applied, the holdback amount shall not be more than 10% of the approved amount of the grant funding.

15.06 The Board may at its discretion provide Legacy Contribution funding to a non-First Nation Eligible Organization or any other recognized charity or community based organization within



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the Catchment Area in lieu of accepting or considering Applications for Grant Funding (Form 100.b) from non-First Nation Eligible Organizations for any fiscal quarter as determined by the Board.

15.07 Legacy Contribution funding to non-First Nation Eligible Organizations shall not exceed the estimated proportionate share, or remaining proportionate share, that was targeted for non-First Nation Eligible Organizations during the affected fiscal quarter.

#### **16. OTHER REVENUES– AUTHORIZED USE<sup>1</sup>**

16.01 The Board may at its discretion, choose to distribute Other Revenue on a fair and equitable basis to First Nation and non First Nation organizations.

16.02 The Board may fund any program, project or community event meeting the listed Objectives or may fund any program, project or community event which falls outside the scope of the listed Objectives, with Other Revenue at funding levels determined by the Board.

16.03 The Board may provide grant funding to individual aboriginal youth as a result of “youth excellence achievements” in relation to the performing arts, academic achievements and or elite sports development.

16.04 In extenuating circumstances, the Board may provide one time funding to individuals and or families who have experienced a total or substantial loss of home or property, or have been displaced from their home, resulting from fire, floods and other natural disasters.

16.05 Any funds received in relation to the preceding article, shall be used for obtaining temporary rental accommodations, clothing and other basic needs only as determined by the Board.

16.06 The Board may provide one time funding at funding levels determined by the Board to individual aboriginal healers, elders or spiritual leaders to assist in the full or partial construction or renovation of a ceremonial building provided that the following conditions are met:

16.06.1 The ceremonial building is to be situated within a Member First Nation community;

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<sup>1</sup> Other Revenues are derived from earned interest income and will not be available for the current fiscal year.



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- 16.06.2 Request for grant funding is submitted in a manner prescribed by the Corporation and is accompanied by a Letter of Acknowledgement (Form Letter 200.a) which is signed by the chief and quorum of the council of the affected Member First Nation;
- 16.06.3 If applicable, provide copies of permits or other authorizations which may be issued in accordance with any First Nation Land Management Act or other similar or applicable legislation;
- 16.06.4 Provide any other information, drawings, estimates, etc., that the Corporation may require.

## 17. PROCEDURE

### **Application and Disbursement Timelines and the Staying of Applications**

17.01 Submission deadline dates for applications or proposals for grant funding shall be as follows:

- 17.01.1 Quarter 1 (Apr 1<sup>st</sup> to Jun 30<sup>th</sup>).....deadline submission date: April 15
- 17.01.2 Quarter 2 (Jul 1<sup>st</sup> to Sep 30<sup>th</sup>).....deadline submission date: July 15
- 17.01.3 Quarter 3 (Oct 1<sup>st</sup> to Dec 31<sup>st</sup>).....deadline submission date: October 15
- 17.01.4 Quarter 4 (Jan 1<sup>st</sup> to Mar 31<sup>st</sup>).....deadline submission date: January 15

17.02 Applications or proposals for grant funding must be received no later than 4:30 P.M. on the deadline submission date.

17.03 Applications or proposals for grant funding received later than 4:30 P.M. on the deadline submission date shall not be eligible for Board consideration and shall be deferred to the next fiscal quarter.

17.04 The Corporation shall disburse funds not later than 28 days following the end of a fiscal quarter.

17.05 The Board may choose to stay application submissions from non-First Nation Eligible Organizations for any fiscal quarter for the purposes of providing a Legacy Contribution to one or more non-First Nation Eligible Organizations or any other recognized charity or community based organization within the Catchment Area.

17.06 In the event that the Board chooses to stay application submissions from non-First Nation Eligible Organizations during any fiscal quarter, any applications received during the affected fiscal quarter shall be deferred to the following fiscal quarter for consideration of grant funding.



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## Letters of Offer

17.07 In instances where the Board approves a request for grant funding, the General Manager shall ensure that the qualifying organization receives in a timely manner, a Letter of Offer and any other documentation as determined and required by the Board.

17.08 A Letter of Offer shall remain open for a period of 15 business days from the date of the Letter of Offer.

17.09 If an Eligible Organization or Individual does not return the Letter of Offer within the 15 day period specifying an acceptance of the terms and conditions specified therein, the Letter of Offer shall be considered withdrawn if the Eligible Organization cannot demonstrate extenuating circumstances which prevented the return of the Letter of Offer within the 15 day period.

## 18. PROCEDURE - SCREENING COMMITTEE, CONSIDERATIONS AND EVALUATION

18.01 The Screening Committee shall review applications and proposals for grant funding for completeness and thoroughness, assess eligibility, confirm good standing with the Corporation and recommend Eligible Organization's and Individual's funding applications and proposals for Board consideration, including levels of grant funding for each recommended application or proposal.

18.02 The Screening Committee shall remain objective and unbiased at all times.

18.03 The Screening Committee shall have the authority to deny or defer applications or proposals; however, the authority to deny or defer applications or proposals shall be restricted to the following reasons:

- 18.03.1 Incompleteness;
- 18.03.2 Content ambiguity; and or,
- 18.03.3 Ineligibility reasons specified in this policy.

18.04 In addition to the preceding articles and attached schedules of this policy, the Screening Committee shall if applicable, contemplate the following when considering recommendations to the Board:

18.04.1 Eligible programs, projects or community events will:

18.04.1.1 Be consistent with primary objects or purposes of the Eligible Organization.



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- 18.04.1.2 Advance or promote the mandate of the Eligible Organization.
- 18.04.1.3 Focus on partnerships between First Nations and non-First Nation communities.
- 18.04.1.4 Focus on economic development initiatives.
- 18.04.1.5 Focus on human services that improve education, health and/or well being of elders, youth and families, and in particular, at-risk children and youth.
- 18.04.1.6 Where possible, actively involve those to whom the programs and services are being provided, in the development, management and delivery of programs.
- 18.04.1.7 Have community involvement in project implementation.
- 18.04.1.8 Be preventative and restorative in nature and address community identified needs.
- 18.04.1.9 Demonstrate cultural sensitivity/awareness, reflecting input of the community.
- 18.04.1.10 Be integrated and co-ordinate with other community programs and services of a similar nature.
- 18.04.1.11 Focus on health initiatives that are early intervention and preventative in nature.
  
- 18.04.2 Program enhancement of early intervention programs and extensions, additions or outreach services to existing programs offering a different service may be considered.
  
- 18.05 Any decision or recommendation made by the Screening Committee shall be non-binding on the Board.
  
- 18.06 The Board shall endeavour to convene within **38 days** from date of close of applications for the purposes of reviewing the non-binding recommendations of the Screening Committee.
  
- 18.07 Notwithstanding any approval authority delegated to the General Manager or to the Screening Committee, the Board shall have the final authority to approve, deny or defer applications and proposals and to assign levels of grant funding to Eligible Organizations and Individuals.

## 19. INTERPRETATION

- 19.01 Nothing in this policy, or the implementation of this policy, is intended to:



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- 19.01.1 Confirm, deny, expand or limit any existing Aboriginal or Treaty Rights or jurisdiction of First Nations;
- 19.01.2 Confirm, deny, expand or limit the jurisdiction of the Province of Saskatchewan or the Government of Canada; or,
- 19.01.3 Be used as an interpretative aid or be used or admitted in evidence in a court of law or other tribunal to determine such rights or jurisdiction or the extent thereof.

19.02 The contents of policy shall not be inconsistent with the provisions of the *2002 Framework Agreement* or any other applicable agreement or legislation. In the event that any term, procedure or provision of this policy is inconsistent with the *2002 Framework Agreement* or any other applicable agreement or legislation, then the latter will supersede any inconsistent term, procedure or provision of this policy.

19.03 Words importing the singular number only shall include the plural and vice versa.

19.04 Words importing one gender shall include all genders.

19.05 The headings used in this policy are inserted for reference purposes only are not to be considered or taken into account in construing the terms of provisions thereof or to be deemed in any way to clarify, modify or explain the effect of any such terms or provisions.

## 20. AMENDMENTS

20.01 Senior management shall regularly review the Allocation Policy for amendments as required any such amendments shall be forwarded to the Board for consideration and approval.

20.02 Senior Management shall regularly update this policy guideline to accurately reflect approved amendments to the Allocation Policy.

20.03 Policy amendments are binding on all Eligible Organizations and Individuals and are not subject to appeal.

Certified correct by: \_\_\_\_\_  
*Wilma Isbister, General Manager*



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Date: \_\_\_\_\_



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Schedule "A" - Catchment Area Map



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**Schedule "A.1" - Listing of Additional First Nations to the Catchment Area**

1. Touchwood Agency Tribal Council:
  - a. Daystar First Nation
  - b. George Gordon First Nation
  - c. Kawacatoose First Nation; and,
  - d. Muskowekwan First Nation.
  
2. Independent First Nation:
  - a. Fishing Lake First Nation



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**Schedule "A.2" - Listing of Additional Hamlets and Municipalities to the Catchment Area**

**Note:** No additional hamlets or municipalities have been included to date



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**Schedule "B" – Permitted Activities**

**Permitted Activities of the 10 Listed Objectives**

1. **Article 6** of this policy guideline specifies the following 10 Objectives which may be eligible for funding:

- 1.01 Economic development;
- 1.02 Social development;
- 1.03 Justice initiatives;
- 1.04 Education development;
- 1.05 Recreational facilities operation and development;
- 1.06 Senior and youth programs;
- 1.07 Cultural development;
- 1.08 Community infrastructure development and maintenance
- 1.09 Health initiatives; and,
- 1.10 Other charitable purposes.

2. Without restricting the generality of the foregoing, the following programs, projects or community events may qualify as Permitted Activities under each listed Objective; however, nothing precludes the Board from adding further programs, projects or community events:

**1) Economic development**

- Business ventures or enhancement.
- Business plans or feasibility studies.
- Support for policy/program development and/or capacity building for economic development communities, band governance and community planning.

**2) Social development**

- Elder support programs.
- Day care operations, early childhood prevention, etc.
- Work transition programs and or higher education transition programs.
- Programs or initiatives which target individuals with special needs.
- Meals on Wheels programs for individuals with disabilities and other special needs.
- Support for policy/program development and or capacity building.



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**3) Justice Initiatives**

- Funding of awareness programs, conferences, and or preventative programs.
- Training, shelters, recreation, youth at risk, justice support programs, victim support services, restorative justice programs and the use of elders in restorative justice programs.
- Support for policy/program development and or capacity building.

**4) Education development**

- School lunch programs, hot lunch programs, language retention and upgrading programs, cultural awareness programs in school, school playground equipment, special needs programs, fine arts and the performing arts programming and activities.
- Field Trips, School Trips, Student Exchange Programs.
- Literacy programs.
- Support for policy/program development and or capacity building.

**5) Recreational facilities operation and development**

- Youth Centres, development of recreational facilities, i.e.: ball diamonds, soccer fields, outdoor beach volleyball courts and other facilities.
- Recreational equipment purchases.
- Assisting First Nation communities within the Catchment Area to host FSIN summer games and or FSIN winter games.
- Support for policy/program development and or capacity building.

**6) Seniors and Youth Programs**

- Seniors: Elder abuse prevention, palliative care programs, respite care programs, elder's tours, meals on wheels programs, nutrition programs, traditional healing, veterans.
- Youth: boys and girls club, cadets, girl guides, scouts, youth conferences, i.e.: self-esteem, dating violence, teen pregnancy, addictions, gang violence, crime prevention/intervention, role modeling, bullying,
- Youth Programming, i.e.: coaching and skill development clinics and certifications programs, etc.
- Assisting First Nation communities within the Catchment Area who have registered a delegation of athletes to attend FSIN summer games and or FSIN winter games, or any other comparable event.
- Other such programs that the Board deems eligible for this category.



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- Support for policy/program development and or capacity building.

**7) Cultural Development**

- Cultural and language development camps, arts and crafts.
- Funding of spirituality workshops, conferences, traditional teachings, accepted ceremonial practices and traditional gatherings.
- Music and Fine Arts initiatives.
- Support for policy/program development and or capacity building.

**8) Community Infrastructure development and maintenance**

- Upgrading of recreation areas and facilities, playgrounds, parks, renovations for community centres and gathering places.
- Upgrades and or maintenance of community owned roads, buildings, sewage systems, water treatment plants.
- Construction, acquisition, upgrades, operations and maintenance of community infrastructure which may include but not limited to:
  - Roadways
  - Buildings
  - Solid waste management
  - Energy systems
  - Land fill sites
  - Bridges
  - Water Supply and or Waste Water Treatment
  - Churches and Cemeteries
- Support for policy/program development and or capacity building.

**9) Health Initiatives**

- Water quality, health and safety issues.
- First responder: partnerships and training, service delivery.
- Diabetes prevention and intervention programs, foot care for diabetics, nutrition programs, dialysis machines.
- Communicable disease awareness programs.
- Funding of wellness conferences and or workshops.
- Community clean-up.
- Equipment for disabled.
- Home Care Services.
- Support for policy/program development and or capacity building.



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**10) Other charitable purpose**

- Christmas fund for needy children, Christmas community meals, support for various qualifying fund raising initiatives, special events such as sports days, rodeos, tournaments.
- Allocation for this category shall be at the discretion of the Board.
- Support for policy/program development and or capacity building.

Note: Any asset approved for purchase by the Corporation with Grant Funding provided by the Corporation shall remain an asset of the Organization and for greater clarity, shall not be sold or gifted to any individual, organization, corporation, business entity, First Nation or any other comparable entity.