

# Community Futures Projects Fund

## 1. Projects Fund Overview

### Projects Fund Objectives

The Projects fund will support projects that are consistent with Community Futures mission and long-term priorities (attached), and/or lead to an increased demand for Community Futures services.

### Eligible activities

The funding is intended to support implementation of new projects in the North Cariboo. Ongoing/core operational costs and research and planning activities are not eligible.

### Eligible organizations

Incorporated not-for-profits and Band governments.

### Ineligible organizations

The following are not eligible to apply for the Projects Fund:

- Organizations with operational budgets/staff that would allow them to complete this work without assistance
- Unincorporated organizations
- Individuals
- For-profit businesses
- Federal, Provincial, Municipal Governments and their subsidiaries

### Maximum amount per project

The maximum amount per project will be \$50,000.

## **Intake system**

Project proponents will initially provide a letter of intent using the included outline.

Once approved, Community Futures will work with the proponent to further develop their proposal. This may include additional planning and/or confirmation of other funding sources.

There will be two intakes for projects: October 1, 2010 and January 1, 2011. Letters of intent must be received no later than 5:00 PM at the offices of Community Futures.

In order to be eligible for consideration, project proponents must provide a Letter of Intent following the included outline.

Community Futures Board of Directors will select those projects that best meet Community Futures Projects Fund Objectives for further development, based on the Letters of Intent submitted. Approval of a Letter of Intent does not guarantee funding approval.

Once selected, Community Futures will work with the proponent to further develop their proposal. This may include additional planning and/or confirmation of other funding sources. Final project funding is subject to approval of the completed proposal by Community Futures Board of Directors.

There will be two intakes for projects: October 1, 2010 and January 1, 2011. Letters of intent must be received no later than 5:00 PM on the intake deadline at the office of Community Futures.

**Community Futures reserves the right to accept/reject all proposals.**

## **Letter of Intent Outline**

Please provide your letter of intent in the following format:

### **Project Name**

### **Applicant Profile**

- Organization name and registration #
- Organizational address, telephone, web-site and e-mail
- Name, telephone and e-mail of the primary contact for this proposal

### **Project Description**

- Problem statement / current situation
  - *Describe the problem or opportunity to be addressed.*
- Project summary / statement of work
  - *Provide a short description of the project.*
  - *Identify how the project will address the issues/opportunities outlined in the Problem Statement.*
- Project Benefits
  - *Describe the benefits of the project and the individuals/groups that will benefit.*

### **Link to Community Futures**

- Describe how the project:
  - links to Community Futures mission, long-term priorities and community benefit criteria
  - will lead to an increased profile and demand for Community Futures services
  - will engage Community Futures and its Board of Directors in project implementation

### **Project Sustainability**

- Describe how/when this project will be completed, or how it will be maintained once the funded project is complete.

*All projects must have a definable end or clear plan for sustainability.*

### **Project Evaluation**

- Describe how the project will be evaluated. What goals and/or objectives will be set and how will you know if they have been met?

### **Project budget**

- Provide a budget for the project. Include:
  - Request from Community Futures
  - In-kind contributions
  - Cash contributions

*Projects require a minimum proponent investment of 20% of project costs. Proponents are expected to utilize existing programs where applicable. Confirmation of other funding sources is not required at the letter of intent stage.*

### **Proponent capacity**

- Describe how/why your organization is qualified and capable of completing the proposed project.

## **2. Mission and Long-term Priorities**

*Your letter of intent should clearly describe how your proposal is consistent with Community Futures Mission Statement and Long-term Community Priorities.*

### **Mission Statement**

Community Futures is committed to the development of a sustainable and diversified economy in the North Cariboo region.

Community Futures is community-owned and governed by a local non-partisan Board of Directors and operates in accordance with the following principles:

- responsibility and accountability to the Citizens of the North Cariboo as the “owners” of Community Futures,
- respect for social, cultural and environmental values in the delivery of Community Futures programs and services,
- efficient and accountable use of financial and human resources,
- cooperation, coordination and development of effective partnerships to minimize duplication and enhance services,
- fair and responsible treatment of staff, volunteers, clients, and community,
- a global and unbiased view in the development and delivery of our products and services and to markets outside of the North Cariboo in order to lever resources, enhance client service and generate revenues in support of our mission.

## **Long-term Community Priorities**

*The following projects/priorities are key areas for community economic development. Community Futures will support and develop projects in these areas. Priority areas are organized nearer to the top of the list.*

### ***Opportunities Identification and Development***

There is a lack of current resources and information focused on the identification and analysis of business opportunities. Programs and resources focused on identifying key trends, and competitive advantages will support business and community leaders in making effective investment decision. Attracting new talent to the community would also support new opportunities.

### ***Business Sustainability***

The current recession is having a significant negative effect on local business. Decreasing sales and tightening of business credit are expected to seriously challenge the survival of many small businesses over the next 1-2 years.

### ***Business Skills Development***

Ongoing skills development is critical to the development of new and existing businesses. Programs and services include business workshops, counseling services, information resources, referrals and peer mentorship programs.

### ***Business succession***

Four out of ten business owners plan to exit their business in the next 5 years. Post-succession businesses have significantly higher success rates than new start-ups. Potential programs/services to support business succession include training, counseling and business financing.

### ***Recruitment and Retention***

Recruiting and retaining skills is needed – both for businesses and the social services sectors. Recruitment supports the replacement of retirees as well as bringing new ideas into the community. There is a need to define who we want and how do we get/keep them, how do we keep kids here, and how do seniors participate in the community?

### ***Community planning***

More work is needed for the area to feel and operate like a community - consistency in design, neighbourhood planning, etc. The Official Community Plan is primarily a policy document and not a plan.

### ***Senior's services and infrastructure***

Trends driving this opportunity include the aging demographic and community desire to retain and attract retired workers. There are a variety of business and economic opportunities related to an aging population. Potential projects include: high density seniors development in the downtown area (would also support the vitality of the downtown area), public washrooms, wheelchair accessibility, transportation and senior's housing in lifestyle communities. Additional infrastructure such as street lighting and sidewalks are also required.

### ***Agriculture***

Trends driving this opportunity include: the potential for additional farm land post-beetle, growth in food safety and security issues and increasing demand for healthy products.

### ***Aboriginal / First Nations***

Aboriginal / First Nations are expected to have an expanding role in business and economic development. It is critical for Community Futures to build on its relationships with Aboriginals / First Nations in order to facilitate economic opportunities. Aboriginal /

First Nations healing is required as well as a paradigm shift whereby the non-aboriginal community looks at Aboriginal / First Nations as an opportunity and not as a problem.

### ***Tourism***

There is ongoing potential to build on the local environment and tourism assets. Some of the identified opportunities include:

Natural Environment: An abundance of lakes and back-country trails present opportunities for snowmobiling, horseback riding, hiking, etc.

Built Assets: Built assets such as Barkerville, Hallis Lake Ski Trails, Walking Trails, the Go-Kart track, the Quesnel Youth Soccer Indoor Facility, and the arts present opportunities for tourism development.

Cultural Tourism: There are opportunities to develop cultural tourism product around First Nations, Chinese and Indo-Canadian themes.

### ***Aboriginal employment***

Aboriginal youth represent the fastest growing youth segment in our community; however they are under-represented in the workforce. Aboriginals and First Nations 18-25 are not a “workforce waiting to happen”, capacity development is needed before many can effectively find and keep jobs. Support for training and mentoring opportunities for Aboriginal youth, particularly in regard to trades would result in a win-win for aboriginal youth and local business.

### ***Non-Profit Development***

The non-profit sector is a significant source of jobs and income for the region. Given the current economic climate, it is expected that the non-profit sector will play a larger role in supporting businesses and individuals affected by the recession and Mountain Pine Beetle. Assistance with business planning, proposal development and governance will support the development of a more effective non-profit sector.

### ***Social development***

Economic and social developments are interdependent. Social development needs to be integrated into economic planning and partnerships.

### ***Housing***

There are gaps in the housing inventory, particularly in regard to senior's housing, short-term downtown area professional housing, and affordable housing.

### ***Small scale energy***

There is strong potential to apply existing technology to provide commercial-scale heating systems to rural and remote communities using beetle-killed wood as a feed-stock.

### ***Quality of life***

Investments in community assets improve the quality of life for residents and support efforts to attract and retain workers, professionals and businesses. Air quality concerns, particularly from the from pulp mill are an issue for health, quality of life and recruitment/retention efforts.

### ***Skills shortages***

Skills shortages are expected to be a significant issue for the region post-recession. Although not a strong priority for business in the current environment, skills shortages will need to become a priority in the near future.

### ***Internet access***

Access to high speed Internet is critical infrastructure for business development.

### ***Trades and Technology***

An aging workforce and competition for workers from other areas of BC and Alberta will create worker shortages in the region. Expanded trades training at CNC will allow the

community to retain its youth and reduce local shortages of skilled workers. *Carbon credits*

Global warming is a growing issue, with potential opportunities for the region. Examples of opportunities where the regional could profit from carbon credits include: planting trees in areas not previously forested, growing trees faster, growing different trees, lowering fuel usage and green energy projects.

### ***Expansion of City boundaries***

A larger City in terms of population encourages business attraction. Improved community services improve the quality of life for residents, and support efforts to attract and retain workers, professionals and businesses. Boundaries should be expanded and water, street lighting and sidewalks should be developed in expanded areas.

## **3. Community Benefit Criteria**

Community Futures Programs are intended to support opportunities that provide an overall benefit to the North Cariboo region through the development and diversification of the regional economy. Accordingly, Community Futures process will include an assessment of the overall Community Benefit provided. This will include the extent to which the proposal:

- maintains existing employment (otherwise lost),
- creates new employment,
- broadens the local economic base by developing a new or different sector,
- deepens the local economic base by adding value to an existing sector,
- meets a demand for ongoing growth in the market,
- provides benefits to targeted equity group members (First Nations, Disabled, Women, Youth, Visible Minorities), and/or
- supports priority economic development sectors.