



Indigenous Capacity Building in the Resource Sector – Funding Application Guidelines

► PROGRAM DETAILS

The Department of Industry, Tourism and Investment (ITI) works to build awareness, trust and meaningful relationships with Northwest Territories (NWT) residents to help them achieve their goals through numerous supports and programs.

The Indigenous Capacity Building (ICB) program pilot will help fund opportunities and activities to increase Indigenous engagement with, participation in, and understanding of the resource industry. This includes how the sector functions, how it is regulated, and the benefits resulting from resource exploration and development, with the goal of increasing Indigenous capacity in the resource sector.

► PROGRAM OBJECTIVES

The ICB Program is designed to help territorial Indigenous governments and organizations:

- actively participate in and benefit from all aspects of the NWT resource sector;
- promote regional mineral potential to attract industry investment;
- increase capacity to plan, pursue, and participate in economic opportunities in the NWT resource sector; and
- benefit from opportunities in all stages of the resource exploration and development processes in the NWT.

► WHO CAN APPLY?

Applicants must be in good standing and demonstrate that they have an NWT mailing address and are either an NWT Indigenous government or organization.

Funding applications will be accepted in the following three categories:

1. **Strategic Planning and Capacity Building Activities**
 - Intended to develop regional resource plans, policies, or strategies with regards to resource exploration and development in the NWT. Examples include workshops, meetings, sessions, or other related capacity building activities.
2. **Training and Educational Opportunities**
 - Virtual and in-person courses aimed at increasing knowledge of and enabling participation in the resource sector. Examples include prospector training, Mining 101 courses, career development, etc.
3. **Attendance at Conferences and Tradeshows**
 - Assistance may be provided to a maximum of \$2,500 per attendee per conference. The application may be for up to two attendees per conference. The maximum funding available to any applicant under this category is \$5,000 per conference to a maximum of \$15,000 per fiscal year.

Other than for conference and tradeshow attendance, applicants may receive a maximum of \$25,000 per fiscal year.

Applicants that receive funding must complete their funded activities within the same fiscal year that they receive funding.

PLEASE NOTE: Non-eligible expenses include capital expenses, capital equipment, GST/PST/HST costs, wage and salary subsidies.

► APPLYING FOR THE AVAILABLE FUNDING

Application forms, guidelines, and any other relevant application information for the Indigenous Capacity Building program can be found on the ITI website at: <https://www.iti.gov.nt.ca/en/services/indigenous-capacity-building-icb-pilot-program>

► HOW WILL FUNDING BE ALLOCATED?

Applications will be accepted on an on-going basis throughout the fiscal year, but applications must be approved before beginning the activity. Applications will be reviewed twice a year on April 1 and October 1.

Completed applications will be evaluated by a selection committee according to a published grading rubric. Applicants will be informed in writing within 15 business days of the review of the application whether approval of the application has been granted and which eligible costs have been approved.

Expenditures made prior to the date of application approval will not be considered.

An applicant who is not satisfied with the decision may submit a written appeal to the Assistant Deputy Minister, Minerals and Petroleum Resources for review. All appeals must be filed within 30 days of the initial decision.

► TYPES OF ELIGIBLE COSTS UNDER THIS PROGRAM

For Strategic Planning and Capacity Building:

- Facilitator/instructor
- Equipment rentals
- Room/hall rentals
- Catering
- Registration fees
- Interpreter services

For Training and Educational Opportunities:

- Instructor fees
- Tuition
- Course development
- Course materials

For Conferences and Tradeshows:

- Event registration fees
- Transportation (taxi, public transport)
- Standard accommodation
- Meals and incidentals (as per GNWT Duty Travel Rates)
- Lowest available airfare

► COMPLETING THE APPLICATION FORM

The application form is available online on ITI's website at <https://www.iti.gov.nt.ca/en/services/indigenous-capacity-building-icb-pilot-program>

The following information will be needed to complete the application form:

- Applicant information
- Estimated costs – requires a breakdown of all costs for the application
- Activity or event details
 - How will the funding be used?
 - What are the goals and objectives?
 - How will participation in this activity or event benefit your community and/or region?
 - How will this activity or event increase Indigenous participation in the NWT resource sector?

► TIMELINES

Applications will be reviewed twice a year on April 1 and October 1.

► QUESTIONS

If you have any further questions about the Indigenous Capacity Building pilot program or the application process, contact ITI's Client Services and Community Relations Unit by email at CSCR@gov.nt.ca or by telephone at **(867) 767-9209** and press **#9**.