

THUNDERBIRD TRUST



BENEVOLENT FUNDING HANDBOOK 2022

**CHIPPEWAS OF THE THAMES
FIRST NATION**

Welcome to the Thunderbird Trust Benevolent Funding Handbook!

Each year the amount for distributions for community projects depends on the revenues realized each fiscal year. Our newly amended Trust agreement allows the ability to effectively plan for the fiscal year by determining the annual income at a minimum of 3% of the market value of the Authorized Investments as held in the Trust Accounts as of December 31st. (see 9.1 b Annual Income for full definition).

We are pleased to inform you that applications for 2022 are now being accepted. The Thunderbird Trust agreement lists benevolent purposes (Sec.8.8) for funding. Below is a summary of the areas qualified for funding;

- a) Education
- b) Physical/Mental Health
- c) General Health
- d) Equipment (health)
- e) Athletes
- f) Equipment (recreational)
- g) Construction/maintenance recreational facilities
- h) Culture/language/arts programs
- i) Research (COTTFN history)
- j) Historical (secure artifacts)
- k) Research (land claims)
- l) Relief in disasters (Emergency Policy)
- m) Supplement (senior program funds)
- n) Grave memorials

Trustees are purposeful in their planning and seek ways to align with the COTTFN Community Comprehensive Plan. Trustees are aware that the funds do not meet all members' needs but do their best to meet a broad amount of needs for both on and off reserve members while maintaining accountability and feasibility. Careful consideration must be made as to those proposals that best fit with the community's current needs.

Please read this handbook carefully before beginning to fill out the application form. We continue to be proud and want to thank the many members who give up their time to provide extra benefit to our community and members through Thunderbird Trust funding.

Miigwech,

Thunderbird Trustees

A. The Purpose of the Handbook

The purpose of the Handbook is to:

- Inform you about the Thunderbird Trust Funding Uses;
- Outline the application process;
- Describe the review process for proposals; and
- Summarize the contractual obligations of selected proposals.

Where to go for help and information

Contact Us

Contact us directly. Please contact us by phone, email, fax or mail for general information regarding the Benevolent Funding.

Contact info:

Phone: 519-264-2626

Fax: 519-264-2628

Email: rsault@thunderbirdtrust.ca

The handbook is also available for downloading on our website:

Visit us at: www.thunderbirdtrust.ca

Please be sure to spread the word about our website to your family and friends!

Send us applications, inquiries, suggestions and reports to:

**Thunderbird Trust
641 Jubilee Rd “Unit B”
Muncey, Ontario
N0L 1Y0**

B. Thunderbird Trust Criteria As Established by the Thunderbird Trust Agreement

As set out in the Thunderbird Trust Agreement, section 8.0, General Uses of Trust Property, Trust Property (money) can be expended for three main purposes for direct benefit the members of the Chippewas of the Thames.

- Benevolent Purposes
- Housing
- Economic Development

As a general principle, the Trustees will seek to increase the benefit provided by the use of Trust Property, wherever possible, by funding projects for which there will be funding from other sources to match the Trust's contributions, or where the Trust's contributions will create or enhance the basis for other funding or support. Applications for funding from the Trust will be expected to have diligently explored and pursued other sources of funding.

C. Value Statement

As Trustees and as individuals serving on this Trust we will commit to:

- | | |
|--|---|
| 1. Being open and honest at all times | 7. Helping others in service to our members |
| 2. Freedom of expression | 8. Achieving goals of the Trust, including growth and financial gain. |
| 3. Being ethical in practice | 9. Providing sound leadership for our people |
| 4. Maintaining respect for self and other band members | 10. Acting responsibly, being fully accountable for the results achieved. |
| 5. Sharing knowledge and gaining wisdom | |
| 6. Working as a team with each other | |

D. What We Can Fund

In accordance with section 8.0 of the *Thunderbird Trust Agreement*, the Trustees may in their absolute discretion use amounts of the Trust Property for the following purposes:

Benevolent Purposes

- a) to promote the education of Members, by providing scholarships, bursaries, prizes, grants and loans for Members at all education levels (but not for tuition in private primary or secondary schools, unless for specialized programs not reasonably available in the public school system);
- b) to promote the health of Members by paying expenses related to physical and mental health well-being not paid by government or other health plans;
- c) to promote the health of Members in general through the development of health plans, health insurance or other coverage, and health programs, including programs of prevention, nutrition, disease control, and traditional medicine;
- d) to promote the health of Members by purchasing equipment for health facilities that serve Members;
- e) to provide funding for Chippewa athletes, either as individuals or as teams, for training, travel, equipment and competitions;
- f) to purchase recreational equipment for community purposes and to maintain and repair such equipment;
- g) to fund the construction and maintenance of recreational and cultural facilities used by members;
- h) to fund programs that enhance Chippewa culture, language, history, tradition, music, dance and arts;
- i) to fund research into Chippewa history, and to assist the publication of Chippewa historical, cultural or language materials;
- j) to secure the return of Chippewa cultural artifacts, historic documents, and human remains and associated funerary objects from museums and other institutions;
- k) to fund the research, development, negotiation and litigation of Chippewa rights and claims;
- l) to provide assistance and relief to Members in the event of natural or other disasters, including but not limited to fire, flooding, high winds or drought;
- m) to supplement the ZhoonyaNaadmoc-gitzijig fund for elderly Members; and,
- n) to pay for basic grave memorials for Members.

As stated in section 8.4 of the Trust Agreement;

Despite the generality of any part of this Trust, the Trustees have absolute discretion to decide which projects and programs will be funded and the amount of funding to provide to those projects and programs to fulfil the Purposes of the Trust. They may, in their absolute discretion, provide funding or support for projects and programs based on merit, need or any other reasonable criteria set by the Trustees. In providing funding, the Trustees shall consider the advancement and protection of children, elders and persons with disabilities and shall maintain an even hand between Members who live on and off Chippewas of the Thames Territory.

E. Eligibility Requirements

1. Individual & group applicants ***must*** be members of the Chippewas of the Thames First Nation.
2. Groups that apply must be recognized by the Chippewas of the Thames Chief and Council by a recognized list and/or a letter* .
3. Groups associated with COTTFN Departments are eligible provided a letter* is submitted from Supervisor or COTTFN Administration.
4. Projects must be for future events ONLY, no expenses previously incurred by the individual or group for the project are eligible.
5. Applications for revenue generating activities or ventures are not eligible.

Commented [JH1]: Need to have a definition somewhere.

*Where written confirmation is not provided from COTTFN, the project is automatically deemed **INELIGIBLE**.

Eligible projects can be located ON or OFF the First Nation.

Definitions:

1. Individual defined as an individual member of Chippewa of the Thames.
2. Group defined as a group of two or more members of Chippewa of the Thames offering a program or activity which benefits members of Chippewa of the Thames.

F. What We Look For In a Proposal

i) Alignment with Comprehensive Community Plan (CCP)

The CCP identifies these strategies for community well-being in 8 areas which are:

1. Health and Wellness
2. Social and Cultural Development
3. Justice and Emergency Response
4. Life-Long Learning
5. Prosperity Development
6. Infrastructure
7. Land and Environmental Management
8. Governance and Public Sector Management

We want to support Chief and Council's strategic planning for the nation. Where the goals of the project being proposed addresses one or more of the strategies in the CCP, AND the project aligns with the Benevolent Purposes as outlined in the Trust Agreement the proposal will be awarded points in the evaluation process.

ii) Work Plan, Reporting and Budget

1. A project must have clearly outlined activities/steps to completion in the work plan.
2. The application includes supporting documentation for verification of request.
3. A project gives thoughtful consideration to staff/volunteer selection and to staff/volunteer support in order to see the project to completion (if applicable).
4. The project benefits Chippewas of the Thames First Nation and its members' well-being in a way that engages people to participate.
5. The project has clear, modest and manageable objectives.

Commented [JH2]: Is it necessary to limit projects to modest objectives? Are you not more concerned with objectives that in the opinion of the Trustees, can be reasonably achieved

G. Required & Suggested Documents

Required Documents – must be submitted by deadline to qualify

1. Proof of membership* – copy of status card and/or letter from membership where status card is expired or lost/missing
2. Picture ID with signature
3. Signed consent & disclosure form

*Please note we will not be responsible for providing proof of membership from any documents previously submitted to the Trust.

Suggested Documents – may be submitted to increase score

1. Letter(s) of denial of other funding
2. Quote/Invoice from vendor or fees schedule outlining expenses (must be for expenses not incurred)
3. Letters of support
4. Pictures (where applicable)
5. Proof of matching funds i.e. letters from other funding sources, bank statement, etc.

H. Proposal Approval Process

1. **Application Deadline** - Your *complete proposal* with all supporting documents must be submitted to the Thunderbird Trust office by the deadline date and time. Thunderbird Trust staff will stamp the date of receipt on each proposal. Proposals will be accepted until 11:59 p.m. Eastern Standard Time on **July 1, 2022**.

Note: NO LATE applications or supporting documents will be accepted, we adhere to a strict deadline with no exceptions. Submissions must be complete by the final deadline.

2. **Confirmation** – It is the sole responsibility of the applicant to ensure that we have received your proposal.
3. **Trustee Proposal Review** - If your proposal is complete, it will be addressed at a special Trustee meeting to determine whether it meets the criteria. If your proposal does not meet mandatory criteria, it will be removed from the review process and you will receive a letter outlining reasons for denial of application.
4. **Decision** – Funding decisions made by Trustees will be considered final and recipients will be contacted as well as publicly published on our website and newsletter.

I. Obligations of Funded Projects

- Approved funded projects are obligated to carry out the project work plan within the timeframe approved in the contract.
- Must adhere to the Thunderbird Trust Financial Regulations as per contract.
- For all funded projects, the contact person or their delegate must track expenditures and submit a final financial report with receipts, in form and content satisfactory to the Trustees

The Thunderbird Trust is not responsible for expenditures that are not included in the Project Work Plan and Costs. Project applicants who fail to submit a complete final report will be ineligible for any future funding until a final report submitted with all required documents.

J. Deadlines

APPLICATION DEADLINE: FRIDAY, JULY 1, 2022

- Applications must be received at the Thunderbird Trust office located at 641 Jubilee Rd Muncey Ontario N0L 1Y0 no later than midnight (11:59 p.m.) Eastern Standard Time on JULY 1, 2022 . Note the office is closed at 4:30 p.m., email or fax submissions will be accepted until deadline. We recommend you keep a copy of the fax confirmation sheet.
- It is up to you to ensure your proposal arrives by the deadline.
- The Thunderbird Trust is not responsible for delays or losses caused by Canada Post or other courier companies.
- The Thunderbird Trust will make no exceptions to these requirements.

Final Reports:

- Deadline will be outlined in the contract once approved for funding.
- Final written reports must include receipts and pictures (where available).