



Department of Culture and Heritage

APPLICATION FOR ASSISTANCE GRANTS & CONTRIBUTIONS PROGRAMS

APPLICATION FORM FOR: PRIVATE SECTOR INUKTUT SUPPORT PROGRAM

INSTRUCTIONS:

1. Application deadline: Open all year.
2. Please print or type when completing this form.
3. Attach a separate sheet to this application if you need more space.
4. If your organization is registered as a non-profit organization, registration papers must be included with this application.
5. Registered Societies applying must be in good standing with the Legal Registries.
6. You can submit your proposal to chfunds@gov.nu.ca

CONTACT INFORMATION:

Administration Officer, Official Languages programs
Department of Culture and Heritage
P.O. Box. 1000, station 800,
Iqaluit, NU X0A 0H0

Phone: (867) 975-5516
Fax: (867) 975-5523 or (867) 975-5504
Toll free number 1-866-934-2035

Applications submitted to any address other than the ones listed above will not be considered.

PROGRAM DESCRIPTION:

Under the *Inuit Language Protection Act*, the definition of private sector organizations includes corporations, partnerships, sole-proprietorships, societies, associations, cooperatives, unions or any other non-government entities operating in Nunavut.

This new grant program called “Inuktuuriaqarniq Namminiqaaqtinut” (Private Sector Inuktut Support Program) provides grants to private sector organizations operating in Nunavut (up to a maximum \$5,000), subject to the terms of the approved Inuktuuriaqarniq Namminiqaaqtinut grant policy.

Preferred Language of Correspondence: Inuit Language (Inuktitut/Inuinnaqtun) English French

Note:

1. Only one application per year will be eligible.
2. Funding received in one year does not guarantee funding in subsequent years.
3. Funding must be spent within the fiscal year for which it was awarded.
4. The maximum grant that can be awarded is \$5,000.

Eligibility

Eligibility is restricted to private sector organizations operating in Nunavut as defined in the *Inuit Language Protection Act*.

In addition, private sector organizations operating in Nunavut must also:

- Maintain a registered office in Nunavut on an annual basis for the primary purpose of operating the subject business;
- Maintain a Resident Manager within Nunavut; and
- Undertake the majority of its day-to-day operations within Nunavut.



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SECTION A – CONTACT INFORMATION

Organization

Name or Organization :	
Type of Eligible Organization:	
Number of Employees:	
Mailing Address :	
Location of Registered Office in Nunavut:	
Communities Served:	
Postal Code :	
Phone Number :	
Email :	
Fax Number :	
If your organization is registered as a non-profit organization, please include Certificate of Registration and provide the following:	
Registration Number :	

Organization contact person:

First Name:	
Last Name:	
Position:	
Contact Number:	
Email Address:	

Alternate Contact person:

First Name:	
Last Name:	
Position:	
Contact Number:	
Email address:	

Note:

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SECTION B – PROJECT INFORMATION

Name / Title of proposal:

Project Proposal and Schedule: Please describe the intent of your project, how you plan on carrying out your project, and your expected outcome. Be sure to include how your project will improve your organizations compliance with the legal requirements of the *Inuit Languages Protection Act*.

Project Description:

Timeline for Completion of Activities:



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SECTION C – FINANCIAL INFORMATION

Assistance from other sources:

Last financial or other assistance **secured** from any sources other than the Department of Culture and Heritage.

Name of Source	Contact Name	Telephone	Dollar Value
TOTAL (1):			

Previous Support:

Please list any previous financial support you have received from the Department of Culture and Heritage within the last three (3) years.

Funding Year	Name of Project	Dollar Value

Budget:

Provide a detailed budget breakdown indicating all costs by category for the proposal.

Description	Amount

Budget total	
Less funds from other sources (page 5)	
AMOUNT REQUESTED from the Department of Culture and Heritage	



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SECTION D - REFERENCES

Letters of support

You must enclose at least two letters of support with your application. Please list below the names of the persons providing the letters of support.

Name	Telephone Number

Applicant's Statement:

I hereby certify that the information contained in this application is true and correct to the best of my knowledge and belief and that I do not have any outstanding commitments resulting from any previous projects funded by the Department of Culture and Heritage or the Government of Nunavut.

Applicant's signature

Date

Witness' signature

Date

Application Checklist:

- Have all sections of application have been completed?
- Has all supporting documentation been attached? (Letters of support and the Certificate of registration for organizations)
- Has the application been signed and witnessed?

To submit your application by mail or by fax, please use the contact information on page 1 of this form.