



**DEPARTMENT OF INDIGENOUS SERVICES CANADA
 JORDAN'S PRINCIPLE
 GROUP PROJECTS APPLICATION FORM – EYYOU ISTCHEE**

Please identify if you are a:

Child over 16 years

Parent/Guardian

CBHSSJB Employee

CSB Employee

CNG Employee

Other _____

Section 1 : Project Information	
Title of Project	
Project Lead <i>(must be a community member, responsible for overseeing and organizing the project)</i>	Name: Email: Phone Number:
Local Director / Supervisor	
Community	
Expected Dates of Project	
Estimated # of Children	
Gender of children (#)	Female Male Other

Section 2 : Reason for the Project

What are the children's unmet needs? Please provide context



Section 3 : Request Information

What are the services/products requested to meet the children's need(s)?

Section 4: Gap in Service

Please identify the gap in service warranting the Jordan's Principle request

Where have you tried to request funding for this request? Please specify which local, provincial, or federal funding programs you have inquired into. If they denied your request, please explain why.

How does this project respond to the gap in service?

Section 5 : Outcomes

What are the deliverables for this project? What do you hope to achieve?



Section 6 : Request History

Was this project submitted to Jordan's Principal in the last fiscal year?

Yes

No

If yes, what are the reasons for re-submitting? Please indicate other sources of funding that you have reached out to.

1. _____

2. _____

If yes, have you provided the summary report of your last application?

Yes

No

Section 7 : Additional Information

Please specify any additional information here

Section 8 : Application Checklist

Please ensure that the following information is included with your application.

Excel list of children (with birthdates and 10-digit status numbers)

Consent forms for each child receiving services

Support Letter (from a professional within their scope of practice, outlining the gap in service and how this project will meet the children's unmet needs)

Consent from a manager to ensure that the department supports the project and that there are no other sources of funding for the project within their budget (e-mail, written consent, etc)

Price Quotes / Invoices



Section 9 : Summary of products or services requested. Please include all related expenses). Please ensure that all relevant receipts/invoices are provided at the time of the application or by the end of the project.

Expenses	Amount (\$)	Comment/Description
Products / Materials		
Service / Professional Fees		
Direct Client Work		<i>(specify hourly rate, # hours, frequency, duration, etc)</i>
Pre/Post Meeting Preparation		
Reports / Assessments		
Travel		
Flights		
Taxis (to and from airport)		
Trains		
Transit or Hotel		
Per diems (Meals)		
Administrative (please specify)		
Other (please specify)		
GRAND TOTAL		

Please note that all approved group applications will be required to submit a summary report within 30 days following the completion of the project. This report is intended as a means of quality assurance of projects and programming in Eeyou Istchee. A Jordan's Principle PPRO will be in contact with you to discuss the details of the report.

Section 10 : Declaration & Signature

I declare this information to be true and accurate and that it does not contain a request for any benefit or service previously paid for by the Department of Indigenous Services Canada or by any other plans/programs that is noted in the statement of explanations of benefits. I understand that Jordan's Principle is intended as last resort funding.

Signature of Project Lead :

Name and signature of direct supervisor (CMC, CNG, CSB) :

Name and signature of person submitting the application :

Date :