

July 13, 2013

INTRODUCTION

The purpose of this document is to outline the guidelines for Settlement Agreement Funds (SAF) for Administrative programs areas and members to apply.

The intent of the Settlement Agreement funds is to **build capacity of Xaxli'p** that with careful tending, attention, and management can provide for future Xaxli'p generations. This is done through the strategic investment of funds that build: organizational capacity, investments into our Xaxli'p economy, and leverage funds to maximize long-term community sustainability and benefit.

As outlined in the Xaxli'p Settlement Agreement Funds Policy, Administrative Programs and members (regardless of residency) may apply for funding in the specific categories support from these funds.

Settlement Agreement Funds is available for community advancement projects, but not for Aboriginal AANDC funded programs in the following categories:

1. Administration and Governance
2. Charity
3. Cultural and Heritage; and Environment and Natural Resources
4. Economic Development
5. Education and Training
6. Health
7. Infrastructure and Programming
8. Recreation and Sport
9. Social and Spiritual Wellbeing
10. Title, Rights and Responsibilities

GUIDELINES - GENERAL

1. The Settlement Agreement Funds will only fund members and programs/ projects that have exhausted all other funding sources available, and where evidence of this is provided.
2. The Working Group will review and make recommendations for all funding decisions to the Xaxli'p Chief and Council. All funding decisions will be made with the intent of maximizing the self-sufficiency, capacity development and long-term benefits to applicants and the Xaxli'p community as a whole.
3. Applications that are capable of receiving broad support relative to evidenced community objectives and current planning and initiatives are preferred.

XAXLI'P SETTLEMENT AGREEMENT FUNDING GUIDELINES

4. Settlement Agreement Funds should **not** be relied upon as the single source of funding for applicants. Applicants should be prepared to provide evidence of an available investment (in-kind or otherwise) of a minimum of 15% of the value of the total investment.
5. All applications for Program assistance must be supported by evidence necessary for the Working Group to make informed recommendations and to likewise provide Council with evidence required to defend a Settlement Agreement Funds decision (i.e., budgets, letters of support, action plans, etc.).
6. Applicants should not rely upon SA funds for existing or planned activities from year to year. Rather, applicants should be encouraged to provide evidence that a one-time investment of SA funds will have an immediate and long-term impact relative to specific objectives.
7. Program Objective investments should be made subject to conditions of funding deemed appropriate as recommended by the Working Group and as directed by Chief and Council, on a case by case basis. Where such conditions are not satisfied by an applicant, the applicant will be required to return the funding allocated and or be prevented from applying under any Program until funds are returned.

XAXLI'P SETTLEMENT AGREEMENT FUNDING GUIDELINES

FUNDING CATEGORIES AND GUIDELINES

1. Administration and Governance	<ul style="list-style-type: none"> • Administration: <ul style="list-style-type: none"> ○ Total budget: Approximately 7% ○ Applies to the administration of the Funds • Governance: <ul style="list-style-type: none"> ○ Total budget: Approximately 15% ○ Activities related to Chief and Council
2. Charity	<ul style="list-style-type: none"> • Total budget: Approximately 7.8% • Allocations: <ul style="list-style-type: none"> ○ \$15,000 utilized as matching funds for CDF Compassionate/Emergency ○ Remainder utilized for scholarships and bursaries for high school students
3. Cultural and Heritage; and Environment and Natural Resources	<ul style="list-style-type: none"> • Total budget: Approximately 15.6% • E.g. Use and occupancy, increasing management/ ownership, restoration, advocacy of Land Use Plan (TUS and Ecosystem Based Plan), climate change
4. Economic Development	<ul style="list-style-type: none"> • Total budget: Approximately 7.8% • Limits: Community based ventures (not individual members' businesses)
5. Education and Training	<ul style="list-style-type: none"> • Total budget: Approximately 7.8% • Allocations: <ul style="list-style-type: none"> ○ 50% to organizational development/systems, action research, capacity development (e.g. skills inventory, partnership agreements for education/training delivery, traditional knowledge practices etc.) ○ 50% to individual member's support (e.g. trades, certifications, apprenticeships) up to a maximum of \$1,000/person/year (e.g. fees, materials, expenses)
6. Health	<ul style="list-style-type: none"> • Total budget: Approximately 7.8% • E.g. Assessments and use of alternative/traditional medicine to bring about healthy living for individuals and the community
7. Infrastructure and Programming	<ul style="list-style-type: none"> • Total budget: Approximately 7.8% • Structures that meet community needs • E.g. community garden, buildings etc.
8. Recreation and Sport	<ul style="list-style-type: none"> • Total budget: Approximately 7.8% • Activities that improve the health and wellbeing of the community
9. Social and Spiritual Wellbeing	<ul style="list-style-type: none"> • Total budget: Approximately 7.8% • Activities that unite the community
10. Title, Rights and Responsibilities	<ul style="list-style-type: none"> • Total budget: Approximately 7.8% • Exercising jurisdiction, protection of territory, practicing use and occupancy

XAXLI'P SETTLEMENT AGREEMENT FUNDING GUIDELINES

ADMINISTRATION

NOTE: Any funds not expended or budgeted for under any other category in any given year and or any interest generated in the Settlement Agreement Funds accounts shall be classified as a "Surplus" and be authorized for redistribution.

If there are Surplus funds in any given year these funds may be used for redistribution where possible and for administration of funds including but not limited to: investments, human and financial, deemed appropriate by Chief and Council, (for example: research, staffing contributions to aligned programs, staffing costs incurred to manage the Xaxli'p Settlement Agreement Funds), and required policies or by-laws and contingencies that arise from time to time.

APPLICATION PROCESS

Only Xaxli'p Members and Xaxli'p Program Managers are eligible to apply for Settlement Agreement Funds.

All applications should be submitted to the Xaxli'p Administrator.

Step 1: Application and Supporting Documents

All applicants must complete the SA Application Form and attach relevant documentation that supports their application, such as:

- A written detailed explanation of the reason for requesting support;
- Evidence of having exhausted all other sources of funding;
- Evidence of equity/ contribution to overall funding costs, where applicable; and
- Letters of support from the community, elders and relevant organizations, businesses and government.

Upon receipt of the application the Administrator shall log and date all applications for review by the Working Group on a monthly basis.

Step 2: Funding Decisions

At a regular monthly meeting of the Working Group applications will be assessed and final funding decisions will be made.

The Working Group will assess each application on their own merits and based upon the information provided and the suitability of funding as outlined in the Settlement Agreement Policy and Guidelines and funding objectives.

Step 3: Notice to Applicant

Final funding decisions will be provided to the Administrator who will advise applicant of the funding decision, in writing, within 2 (two) weeks. The applicant will receive feedback of their application in writing within a maximum of 6 (six) weeks.

Step 4: Release of Funds

Upon acceptance of the terms of funding applicants will sign a funding contract, which outlines the purpose and objectives of the funding that they are accepting.

Funding will be released only upon acceptance of this funding contract.

**Add clause to report update requested on progress after 1 (one) year.