



NEGOTIATIONS PREPAREDNESS INITIATIVE PROPOSAL APPLICATION

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Section A. Organization Information

Organization Name

Contact

Given Name

Family Name

Mailing Address (Number/Street/Apartment/P.O. Box)

City/Town

Province/Territory

Postal Code

Telephone Number

Facsimile Number

Email Address

Initiative Manager

Given Name

Family Name

Title

Telephone Number

Email Address

Section B. Supporting Documents

One (1) copy of the following documents is provided

Band Council or Tribal Council Resolutions (BCR/TCR) indicating community support

OR

Board of Directors Resolution indicating support for the initiative

Copy of current Strategic Plan document

Copy of supporting documents

Certificate of incorporation

Section C. Initiative Information

Initiative Name

Start Date (YYYYMMDD)

End Date (YYYYMMDD)



Initiative Description

Section D. Summary of Negotiations Preparedness Initiative Deliverables

List the key activities/deliverables of the initiative

Activity	Deliverable	Measurable Indicator

Section E. Initiative Partnerships

Organization	Contact Name and Title	Telephone Number

Section F. Other Federal Program Contribution

Federal Program	Contact Name and Title	Telephone Number

Section G. Previously Funded Endeavours

Organization/Program	Contact Name and Title	Telephone Number

Section H. Associated Larger Initiative

Describe any larger associated initiative.

Declaration

The information provided is accurate to the best of my knowledge.

Given Name	Family Name
Title	Date (YYYYMMDD)



Section I. Negotiations Preparedness Initiative (NPI) Budget Summary 2019-2020

		Sources of Funding					
		NPI	Applicant		Partner(s)		Balance
Expenditures	Total Cost Breakdown	Cash	Cash	In-Kind (\$)	Cash	In-Kind (\$)	Cost Minus Funding
Initiative Administration (Maximum 7% of NPI \$)							
Honoraria							
Employee Salaries and Benefits							
Employee Travel Expenses							
Contracted Professional and Consulting: Fees							
Contracted Professional and Consulting: Travel/Other Expenses							
Capital Acquisitions (Maximum 6% of NPI \$)							
Initiative Supplies and Materials							
Other Expenditures							
Total							



Section J. Expense Report

J-1 ADMINISTRATION COSTS (Administration is the overhead or initiative management cost which is not to exceed 7% of NPI funding)

Cost Breakdown			Source of Funding				
Item Description	Total Cost	NPI	Applicant		Partners		
			Cash	In-Kind	Name	Cash	In-Kind
	Total					Total	

J-2 HONORARIA

Cost Breakdown			Source of Funding					
Position	Activity	Total Cost	NPI	Applicant		Partners		
				Cash	In-Kind	Name	Cash	In-Kind
	Total					Total		



J-3 EMPLOYEE SALARIES AND BENEFITS

Cost Breakdown			Source of Funding					
Position	Activity	Total Cost	NPI	Applicant		Partners		
				Cash	In-Kind	Name	Cash	In-Kind
Total						Total		

J-4 EMPLOYEE TRAVEL, ACCOMMODATION AND RELATED EXPENSES

Cost Breakdown			Source of Funding					
Position	Activity	Total Cost	NPI	Applicant		Partners		
				Cash	In-Kind	Name	Cash	In-Kind
Total						Total		



J-5 CONTRACTED PROFESSIONAL/CONSULTANT FEES

Cost Breakdown			Source of Funding					
Position	Activity	Total Cost	NPI	Applicant		Partners		
				Cash	In-Kind	Name	Cash	In-Kind
Total						Total		

J-6 CONTRACTED PROFESSIONAL TRAVEL

Cost Breakdown			Source of Funding					
Position	Activity	Total Cost	NPI	Applicant		Partners		
				Cash	In-Kind	Name	Cash	In-Kind
Total						Total		



J-7 CAPITAL ACQUISITIONS (Durable goods over \$500, not to exceed 6% of total NPI funding)

Cost Breakdown		Source of Funding					
Item Description	Total Cost	NPI	Applicant		Partners		
			Cash	In-Kind	Name	Cash	In-Kind
Total					Total		

J-8 PROJECT SUPPLIES AND MATERIALS

Cost Breakdown		Source of Funding					
Item Description	Total Cost	NPI	Applicant		Partners		
			Cash	In-Kind	Name	Cash	In-Kind
Total					Total		



J-9 OTHER EXPENDITURES

Cost Breakdown		Source of Funding					
Item Description	Total Cost	NPI	Applicant		Partners		
			Cash	In-Kind	Name	Cash	In-Kind
Total						Total	