

PROGRAMME DE SÉCURITÉ ALIMENTAIRE NORDIQUE

NOTES

If you have any questions or require assistance in developing and submitting your project, please contact the Société du Plan Nord consultants in your region. Documents may be attached to the form to complete certain information.

Applicant	
Project	
Region	
Amount requested	
Total project value	

1. APPLICANT INFORMATION

1.1. CONTACT DETAILS

Applicant organization :

Main manager's full name:

Function :

Postal address :

City:

City of Québec

Postal code :

E-mail address :

Website :

Phone :

Extension :

Cell :

Full name of project manager (if different):

Function :

Phone :

Extension :

E-mail address :

Legal status :

Québec Enterprise Number (NEQ):

Percentage of tax refund to which your organization is entitled from Revenu Québec :

Percentage of tax refund to which your organization is entitled from the Canada Revenue Agency:

1.2. ORGANIZATION PROFILE

Description of organization (mission, products offered, clientele, territory or territories served, number of employees) :

Does your organization take social or environmental concerns into account in its business model (e.g.: sustainable development or corporate social responsibility policies, human resources measures, inclusion and diversity, community involvement)? Yes No

Specify :

How would you describe your organization's financial health (revenues, accumulated deficits, debt)?

Is your organization under trusteeship?

Oui Non

2. PROJECT DESCRIPTION

Project title:

Project category:

Region(s) where project benefits are expected:

Côte-Nord Eeyou Istchee Baie-James Nunavik Saguenay–Lac-Saint-Jean

Specify the communities and territory targeted by the project.

2.1. Project summary

Description, general and specific objectives of the project: (e.g. What objectives are expected? What priority needs does the project address? What are the expected short-, mid- and long-term benefits? (5000 character limit)

2.1.1. For an infrastructure project:

2.1.1.1. Which organization will manage and implement the project?

2.1.1.2. What is the projected three-year operating budget, estimating operating costs and anticipated revenues?
 An explanatory document can be attached to the application.

2.1.2. How does your project adapt to the climatic realities of Northern Québec?

2.2. Project team

(including consulting services)

Name	Strategic	Relevant experience/qualifications

2.3. Timeline

Project start date :	Project end date:
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Project stages	Start date	End date

3. Sustainable development criteria

The Programme de sécurité alimentaire nordique is committed to sustainable development. For more information on the criteria used, consult the Promoter's guide (Appendix B).

3.1. Economic Section

3.1.1. How will the project generate economic benefits for northern communities?

What jobs will be created and/or maintained in the northern territory when the project is carried out?

		Jobs created	Jobs maintained
Seasonal work	Full time work		
	Part time work		
Annual	Full time work		
	Part time work		

3.1.2. Explain how the proposed project promotes local and regional innovation and economic diversification. Does it support entrepreneurship and intrapreneurship?

3.1.3. What applications or requests for additional funding have you made in connection with the project submitted (specify dates, amounts and the organizations and departments approached in connection with the applications)? The project must have been submitted in advance to at least one of the relevant federal or provincial departments and agencies offering a program to which the project is eligible, as well as to at least one local or regional organization.

3.1.4. How will the project be economically viable and sustainable over time?

3.2. Social Section

3.2.1. How does the project improve the health and quality of life of northern communities and promote equity, inclusion and social solidarity?

3.2.2. Does your project meet a local need and is it supported by citizens, concerned groups and local, regional or government authorities?

3.2.3. How does the project preserve or enhance the cultural heritage of the northern territory (values, history, cultures)?

3.2.4. Demonstrate how the project promotes access to knowledge through research and experimentation, as well as the acquisition and sharing of knowledge.

3.3. Environmental Section

3.3.1. How does the project reduce waste production and control responsible consumption?

3.3.2. How does the project promote environmental protection and biodiversity conservation? Does the project include a mechanism for monitoring and mitigating impacts on biodiversity and ecosystems?

3.3.3. What measures are in place to help adapt to and combat climate change? What activities are deployed to promote better ecoresponsible practices and encourage sustainable development initiatives?

5. MANDATORY DOCUMENTS TO ENCLOSE WITH APPLICATION FOR FINANCIAL SUPPORT

- Financial support application form completed, signed and dated
- Copy of the applicant organization's most recent financial report demandeur
- Copy of the resolution by the board of directors authorizing the applicant to submit projects and sign agreements
- A three year operating budget that estimates operating costs and projected revenues, if the project is infrastructure
- Letters of commitment from project partners (if applicable)
- All other documents considered relevant to the assessment of the project

6. DECLARATION AND CONSENT

As the authorized representative of the applicant, I declare that the information provided in this form is accurate and complete.

I understand that all documents and information held by the Société du Plan Nord (hereinafter the "Société") are subject to the Act respecting access to documents held by public bodies and the protection of personal information, RLBO chapter A 2.1, including the industrial, financial, commercial, scientific and technical information provided by the applicant in this form.

To verify the accuracy of the information provided in this form and to determine the project's eligibility for the Programme de sécurité alimentaire nordique, I authorize the Société du Plan Nord to contact the organizations and companies involved in the project directly or indirectly, including organizations and companies that may have information concerning the financial support programs and funding sources described in section 3 of this form, and to disclose to them the relevant information I have provided concerning the project and its financial framework, these entities being thereby authorized to disclose to the Société du Plan Nord the information they hold concerning the financing of the project (amounts requested, status of applications, agreed deadlines and general financing conditions) and concerning the project's viability, usefulness and impact, where applicable.

A list of organizations and companies likely to be consulted by the Société du Plan Nord as part of the analysis of the application for financial support is appended. Should the consultation of other organizations or companies prove relevant, the Société will notify the applicant in advance.

Notwithstanding the foregoing, the information I have provided concerning the applicant or the project is strictly confidential and may not be disclosed to anyone except with the express consent of the applicant or if disclosure to a third party is required by law.

I understand that the information provided in this form is relevant to determining the eligibility of the project for the Programme de sécurité alimentaire nordique, and that failure to provide it to the Société du Plan Nord may result in the Société du Plan Nord being unable to process the application for financial support. The same applies if I refuse to consent, in whole or in part, to the collection, use or disclosure of documents or information concerning the applicant or the project.

This authorization is valid from the date it is signed until a decision is made on the application for financial support.

Signature or electronic signature:	Function :
Name (please print):	Date :

7. CONTACT INFORMATION

Send the duly completed form and any attached documents to the following address:

By e-mail: psan@spn.gouv.qc.ca

By post :

Programme de sécurité alimentaire
nordique
Société du Plan Nord
900, boulevard René-Lévesque, bureau 720
Québec (Québec) G1R 2B5

Fax : 418 643-3660

APPENDIX

List of organizations and companies likely to be consulted by the Société du Plan Nord as part of the analysis of a financial support application (to be determined according to the nature of the project and the partners associated with the project)

- *Personal information agents¹*
- *Municipal and paramunicipal corporations*
- *Educational institutions*
- *Financial institutions*
- *Federal government departments*
- *Provincial government departments*
- *Municipalities*
- *Regional County Municipalities (RCMs)*
- *Indigenous administrative and political organizations*
- *Government agencies*
- *Unions*

¹ A personal information agent is any person who, himself or through a representative, is in the business of compiling files on others, preparing and communicating to third parties credit reports concerning the character, reputation or solvency of the persons concerned by these files..