



Northwest Territories

Canadian Housing Infrastructure Fund (CHIF) - Community Application Form

OFFICE USE ONLY

File#: _____
Date Received: _____
YY/MM/DD ____/____/____

Please be sure that you have read and understood the Northwest Territories Canadian Housing Infrastructure fund Guidebook. If you have questions, please contact the relevant Manager of Community Planning for your region before you complete and submit this application form. Your application will not be assessed until this application form is complete and signed, and all required supporting information has been submitted. Additional information may be requested if needed.

1. Applicant Information

Name of Applicant (organization legal name):		Recipient Type (community / Indigenous Recipient)	
Street Address:	City/Town:	Province/Territory:	Postal Code:
Mailing Address (if different from above):			
Contact Person:	Phone Number:	Email Address:	

2. Project Information

Project Details
Project Title:
Project Description and Objectives:
Project Scope and Expected Outcomes:
Has engagement with the Canada Infrastructure Bank been Initiated for this project? (Required for projects with total eligible costs greater than \$100 million). <input type="checkbox"/> Yes <input type="checkbox"/> No

Project Location, Planning, and Construction Dates

Municipality, Local Service District, Reserve, or Settlement:		Is there a KMZ file? If so, attach with this application.
Population:	Civic Address:	Postal Code:
Forecasted Planning Start Date (mm/dd/yyyy):		Forecasted Planning End Date (mm/dd/yyyy):
Forecasted Construction Start Date (mm/dd/yyyy):		Forecasted Construction End Date (mm/dd/yyyy):
What is the status of permits required for construction (e.g. construction, territorial, environmental, etc.)?		
Will the ultimate recipient own and operate the asset, or will the asset be privately owned? If the recipient will not own the asset, provide the name(s) and the type of entity(ies), as well as a brief description of the arrangement and its length.		
<p>If the asset will be privately owned, the asset will be privately owned, select all that apply from the following:</p> <p>Benefits are direct and tangible to the community Public benefit surpasses private benefit #=# @#</p>		

3. Project Financials and Supplementary Information

Budget Details

Soft Costs

Category:	Eligible Costs:	Ineligible Costs:
Activities/Assets/Additional Details:	Total:	

Capital Costs

Category:	Eligible Costs:	Ineligible Costs:
Activities/Assets/Additional Details:	Total:	

In-Kind

Category:	Eligible Costs:	Ineligible Costs:
Activities/Assets/Additional Details:	Total:	

Contingency

Category:	Eligible Costs:	Ineligible Costs:
Activities/Assets/Additional Details:	Total:	

Funding Contributors

Requested Amount (\$):

Other Contributors

Other Contributors:	Name of Contributor:	Amount (\$):	Funding Secured?
Other Contributors:	Name of Contributor:	Amount (\$):	Funding Secured?
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Project Cashflow

Fiscal Year:	Amount (\$):
Total:	

Contingency

What is the current class of estimates for the project?

Contingency Percentage:

How will the risk of cost escalations and uncertainties be mitigated? (If the contingency percentage for the project is less than the recommendations for the current class of estimates).

How much has been spent or will be spent on environmental assessments related to the project?

How much has been spent or will be spent on indigenous consultation related to the project?

Non-Competitive Procurement

Will any non-competitive contracts be used towards the eligible costs of the project?

Non-competitive Contracts

Name of Entity:	Amount of Contract (\$):	Nature of the Work (i.e. consultation, construction, delivery of goods, etc):	Rationale for Non-Competitive Contract:
Name of Entity:	Amount of Contract (\$):	Nature of the Work (i.e. consultation, construction, delivery of goods, etc):	Rationale for Non-Competitive Contract:

Land Acquisition for Natural Infrastructure Components

Will private land acquisition be a component of the proposed project? (If yes, answer the following questions).

☐ Yes

☐ No

Is private land acquisition the sole project component?

☐ Yes

☐ No

Please provide a projected date to secure private land acquisition (mm/dd/yyyy).

Is the land acquisition above or below fair market value?

☐ Yes

☐ No

Please provide a justification as to why the acquisition of land is necessary for the successful implementation of the project.

Please provide a description of how the private land will be used as natural infrastructure.

Please describe the legal mechanisms or terms put in place to protect the land from any use other than natural infrastructure during the asset disposal period (40 years for any asset that is land). Please note that the land must be protected by a provincial, territorial or municipal government, or by an Indigenous ultimate recipient, as defined in the Agreement for the program.

4. Housing

Housing and Infrastructure Needs

Is there a housing need in the community where the project will take place?

☐ Yes

☐ No

If yes, please provide further information on the community's housing needs.

Will the proposed project help address the community's housing need identified above?

☐ Yes

☐ No

If yes, please describe how the project will enable an increase or improvement in the community's housing supply. This may include referring to how the project will reduce barriers to growth.

Housing Need

Please indicate the number of existing housing units served by the asset(s) at the time of submission (if the number is unknown, or this project only serves new assets, specify which of the two is the case and omit the number of units).

Please indicate the total number of housing units that could be supported by the asset's remaining capacity (if unknown, leave entry blank).

Please indicate the number of additional housing units enabled because of the increased capacity of the funded asset (if unknown, leave entry blank).

Will the proposed project support a known affordable housing development?

☐ Yes

☐ No

What is the current number of affordable housing units in the community?

Please provide the estimated number of affordable housing units that will be enabled by this project.

5. Other Federal Requirements

Gender Based Analysis

Will the project provide benefits to communities that are underserved, and/or equity-deserving groups, such as the following groups? (Choose all the apply).

- ☐ Indigenous peoples
- ☐ Rural community
- ☐ Northern community
- ☐ Low-socioeconomic neighbourhoods
- ☐ Communities with drinking water advisories
- ☐ Communities with significant social and affordable housing developments
- ☐ Other (specify): _____

If applicable, please describe how this project will benefit these groups:

Greenhouse Gas Mitigation Measures

Will the project implement measures to reduce greenhouse gas (GHG) emissions?

- ☐ Yes ☐ No

If yes, please explain:

Resiliency

Is the project only for non-fixed assets or other eligible expense unaffected by climate impacts?

- ☐ Yes ☐ No

Flood (coastal, riverine, or overland flooding): Could the project location be affected by flooding from heavy rains, rivers/lakes overflow, or coastal flooding over the asset's lifespan?

- ☐ Yes ☐ No

Wildfires: Could the project location be affected by wildfire due to proximity to nearby vegetated areas AND projected wildfire-inducing weather conditions over the asset's lifespan?

- ☐ Yes ☐ No

Increased frequencies of extreme heat (i.e. heat waves): Using an established future climate scenario, such as SSP2-4.5, will the frequency of extreme heat days (e.g. days over 30°C) increase during the asset's lifespan compared to current conditions?

- ☐ Yes ☐ No

Permafrost thaw: Could the project location be affected by permafrost thaw during the asset's lifespan?

- ☐ Yes ☐ No

Identify what best available climate data was used to assess the project's probability for applicable climate hazards.

- ☐ Current or historic climate data
☐ Future climate data

What type of climate data was available for use in determining applicable climate hazards?

- ☐ Federal websites, hazard maps, or reports
☐ Provincial or Territorial hazard maps or reports
☐ Municipal or other local websites, hazard maps, or reports
☐ Indigenous knowledge, websites, maps, or reports
☐ Regional climate data hubs and other organizational tools
☐ Other (please list): _____

6. Asset Identification

Project Assets and Asset Characteristics		
Nature of the work:	Category:	Asset Types:
Nature of the work:	Category:	Asset Types:
Nature of the work:	Category:	Asset Types:
Are there any health, safety, or environmental concerns related to the current solid waste collection system? <input type="checkbox"/> Yes <input type="checkbox"/> No		
If yes, please describe.		
If applicable, provide estimated tonnes per year of waste diverted from landfill as a result of the project.		

Asset Specific Requirements
Does the project include a Wastewater Treatment Plant over \$10M in total eligible costs? <input type="checkbox"/> Yes <input type="checkbox"/> No
Does the project include one of the following assets: Landfill (new expansions, gas management systems, or Organic waste processing anaerobic digestion, composting); or thermal treatment? <input type="checkbox"/> Yes <input type="checkbox"/> No
Does the project include an anaerobic lagoon? <input type="checkbox"/> Yes <input type="checkbox"/> No

7. Project Risks

Please identify all relevant risks that may impact the successful completion or forecasted end date of the project (e.g. interdependencies, labour and supply chain issues, public sensitivity) and provide mitigation measure(s) or a risk response.

Please identify all relevant risks that may increase the costs (cost overrun) of the project and explain how these risks may be mitigated.

Is the project using specialized technology or equipment that is new/unfamiliar to the recipient or industry?

☐ Yes

☐ No

If the answer to the previous question is yes, please describe the organizations experience using the specialized technology or equipment (if any), and identify relevant risks and corresponding mitigation measures.

8. Environmental Assessment and Indigenous Consultation

Asset Types and Activities

Level 1
Studies <ul style="list-style-type: none"> <input type="checkbox"/> Desktop studies; Environmental Site Assessments (Phase 1); Archaeological Site Assessments (Stage 1) <input type="checkbox"/> Engineering studies or environmental sampling on developed land. Does not include: vegetation removal or clearing, excavation, trenching, bulk soil sampling, blasting, seismic surveys or wildlife assessments that require permitting
Technology (project work does not include installation of a cellular tower) <ul style="list-style-type: none"> <input type="checkbox"/> Purchase, upgrade, or install of technology or software (within existing structures)
Lift Stations and Pump Stations (project work does not increase capacity of station design) <ul style="list-style-type: none"> <input type="checkbox"/> Upgrades to lift and pump stations limited to mechanical, electrical, and control systems
Drinking Water Treatment (project work within existing footprint, does not increase capacity) <ul style="list-style-type: none"> <input type="checkbox"/> Upgrades to a water treatment facility limited to existing components (no new intake, no change to raw water supply) <input type="checkbox"/> Upgrades to residential or small well systems limited to existing components
Wastewater Treatment (project work within existing footprint, does not increase capacity) <ul style="list-style-type: none"> <input type="checkbox"/> Upgrades to a wastewater treatment facility limited to existing components (no new outfall)
Natural Infrastructure (project work does not result in expansion of the asset footprint) <ul style="list-style-type: none"> <input type="checkbox"/> Installation of a green roof on an existing building <input type="checkbox"/> Upgrade of a rain garden on developed land

Level 2
Studies <ul style="list-style-type: none"> <input type="checkbox"/> Engineering studies or environmental sampling on developed land. Does not include: Large scale vegetation clearing, bulk soil sampling, blasting, seismic surveys, or wildlife assessments that require permitting
Lift Stations and Pump Stations (project work does not result in increased capacity) <ul style="list-style-type: none"> <input type="checkbox"/> Replacement of existing lift and pump stations
Drinking Water Treatment (project work does not result in increased capacity, footprint less than 1,000m²) <ul style="list-style-type: none"> <input type="checkbox"/> Water treatment plant replacement, expansion, or upgrades within the existing footprint <input type="checkbox"/> New drinking water storage reservoir or new water tank installed on developed land
Wastewater Treatment (project work does not result in increased capacity, footprint is 1,000m² or less) <ul style="list-style-type: none"> <input type="checkbox"/> Wastewater treatment plant or lagoon upgrades or expansion. Includes: replacement of septic system and conveyance piping (within the facility footprint, does not include new outfall), heat recovery system installation on developed land, new residential or small septic system on developed land, new biogas plant on developed land
Solid Waste (project work within existing footprint of solid waste site and existing operating license) <ul style="list-style-type: none"> <input type="checkbox"/> Upgrade of existing solid waste facility. Includes: new lined waste cells, fencing, new waste transfer station, new compost facility, new landfill gas collection (LGC) system, or upgrades or expansion of existing LGC system, new biogas plant, tanks, lagoon, anaerobic digester, flares (footprint is 1,000m² or less) and transfer of non-hazardous waste from a landfill to another location
Stormwater (project work does not result in increased capacity, and does not include inlet or outlet replacement) <ul style="list-style-type: none"> <input type="checkbox"/> Upgrades of water management infrastructure and replacement of conveyance piping culverts and connectors. Includes stormwater catch basins, retention ponds, and water management reservoir, dam, dike, berm, or levee. No increase in footprint, no system expansion
Natural Infrastructure (project work does not result in increased capacity) <ul style="list-style-type: none"> <input type="checkbox"/> Upgrades to a naturalized stormwater pond (does not include inlet or outlet replacement), bioswale, infiltration trenches, land cover permeability, or new rain garden on developed land (footprint is 1,000m² or less)

Level 3

Studies

- ☐ Archaeological Site Assessments (Stage 2-3); Environmental Site Assessments (Phase 2-3)
- ☐ Engineering studies or environmental sampling on undeveloped land

Lift Stations and Pump Stations

- ☐ New lift or pump stations or increase in capacity of existing lift or pump station

Drinking Water Treatment (projects on developed land footprint is greater than 1,000m²)

- ☐ New water treatment plant or upgrades or expansion (expansion is more than 1,000m²) that includes increase to capacity, change to raw water supply, or installation of new water intake
- ☐ New underground water storage tanks for residential systems on undeveloped land
- ☐ Replacement of underground water storage tanks for residential or small well systems that increase capacity
- ☐ New well or conveyance piping and connectors (includes expansion of existing system)

Wastewater Treatment (project work does not result in increased capacity, footprint is 1,000m² or less)

- ☐ New wastewater treatment plant or lagoon, or upgrades or expansion (expansion is more than 1,000m²) that increases capacity
- ☐ New heat recovery system or residential or small septic system on undeveloped land
- ☐ New conveyance piping and connectors, includes expansion of existing system
- ☐ New biogas plant, tanks, lagoon, anaerobic digester, flares on undeveloped land
- ☐ Consolidation and expansion of wastewater treatment services to improve treatment of existing sewer system

Solid Waste

- ☐ New solid waste, landfill site, LGC system or compost processing facility or improvements that require existing license amendments
- ☐ Transport of hazardous waste from a landfill to a hazardous waste facility
- ☐ New thermal treatment or biogas plant, tanks, lagoons, anaerobic digester, flares at existing facility (footprint is more than 1,000m²)

Stormwater

- ☐ New stormwater management catch basins or retention ponds
- ☐ Replacement or upgrade of stormwater management catch basins or retention ponds that increase capacity or includes inlet or outlet replacement, or located on undeveloped land
- ☐ New conveyance piping, culverts and connectors, includes expansion of existing system
- ☐ New water retention infrastructure, or upgrade that increases footprint, or decommissioning of water retention infrastructure (reservoir, dam, dike, berm, or levee)

Natural Infrastructure

- ☐ New naturalized stormwater pond or upgrade that includes inlet or outlet replacement
- ☐ New bioswale, infiltration trenches, rain garden on undeveloped land or footprint is more than 1,000m² on developed land
- ☐ New wetland or rehabilitation of wetland, riparian, ravine or shoreline areas

If one or more project components are not described in any of the above levels, please provide details.

Environmental Assessment and Indigenous Consultation

(Complete this section only if the project includes any Level 2 or Level 3 asset activities from the previous section)

Please describe the project, components, associated works, undertakings/activities and schedule. When describing the project components and activities (e.g., clearing, demolition of existing works, excavation or drilling, dredging, decommissioning, etc.), please provide a description of the environment where this work is taking place. For example, are the works and related undertakings taking place on developed land (e.g., deforested, built-up, or agricultural land), or land that is forested, vegetated or undeveloped? It is important to describe any work taking place near water and to indicate who owns and controls the land that will be affected by the project. Clearly indicate the size of the project (e.g., new construction, expansions) and project activities (e.g., area to be cleared) in m².

Is the project located on federal lands?

☐ Yes ☐ No ☐ Unknown

Will the project impact migratory birds or their nests - within the meaning of subsection 2(1) of the Migratory Birds Convention Act, 1994?

☐ Yes ☐ No ☐ Unknown

Does the project involve works in or near water (within 15 m)?

☐ Yes ☐ No ☐ Unknown

Is the project on undeveloped or undisturbed land?

☐ Yes ☐ No ☐ Unknown

Does the project require vegetation clearing (removal of vegetation that has not previously been cleared)?

☐ Yes ☐ No ☐ Unknown

Does the project involve excavation?

☐ Yes ☐ No ☐ Unknown

Does the project involve the disturbance of known or suspected subsurface contamination?

☐ Yes ☐ No ☐ Unknown

Will the project involve the removal of or cause damage to any structure or resource of known historical, archaeological, paleontological or architectural significance?

☐ Yes ☐ No ☐ Unknown

Are there any archaeological resources identified within 250 m of the project area?

☐ Yes ☐ No ☐ Unknown

9. Supporting Documents

For the application to be considered complete, a KML File and letter of support from partner organization are required. Please attach these to the application.

Additional supporting documentation may also be included. Provide any comments or relevant details below.

10. Consent

This information is collected under the authority of the Northwest Territories Access to Information and Protection of Privacy Act, Section 40©, will be used in the processing of my application, and will be protected by the privacy provisions of the Act. Applicants have the right to examine and request correction of their records, and to request a review by the Information and Privacy Commissioner.

I authorize the Department of Municipal and Community Affairs, as the Department responsible for administering the NWT CHIF Community Program, to share information, including personal information, regarding my application under this program with federal/territorial departments and their agencies, as well as municipal governments, unions and associations, and other organizations as deemed appropriate by the Department of Municipal and Community Affairs for the purposes of administering the program, including the verification and processing of my application and for program monitoring and evaluation.

If the application is approved, I agree to allow the Department of Municipal and Community Affairs to share information publicly for communicating and reporting purposes, including project title, description, recipient identification, total project costs, funding amount, and program outcomes.

If the application is approved, I agree to allow the Department of Municipal and Community Affairs or its designate to conduct an audit to verify that the applicant has completed its responsibilities under this program.

X

Signature of Applicant

Date – YY/MM/DD

11. Declaration

I declare that:

- The information provided in this application is true, complete and correct
- I understand that failure to provide a complete application, including all required forms and credible supporting documentation, may result in the return or denial of this application
- I understand that any false statements, or concealment of a material fact, may result in my exclusion from the NWT CHIF Community Program and/or the revocation of this application and any subsequently awarded funds
- I have disclosed all other sources of funding for this project
- I understand that funds received for projects and initiatives under this Program must not be combined with other sources of federal funding unless otherwise approved
- I am not aware of any other conditions that would render me ineligible for this program, including but not limited to activity related to the Canadian Lobbying Act, or any litigation or financial arrears with the GNWT.

I, the Signing Officer, declare that I have the legal authority to sign this form on behalf of the Applicant.

I declare that I have read and understand all the statements contained on this application and in the Application Guidelines. I have asked for and obtained clarification on any points that were not clear to me.

X

Signature of Applicant

Date – YY/MM/DD