



For Official Use Only:

CSGC # _____ RC No. _____

*Program: NHSP - Small Grant

(name of program to which you are applying for funding)

Standard Grant Application for Funding (SGAF)

The funding program under which your organization is applying has specific eligibility requirements. The Standard Grant Application for Funding should clearly show how the proposed project meets these requirements. Also, if applying in the context of a Call for Proposal or another time-sensitive process Employment and Social Development Canada (ESDC) must receive the Standard Grant Application for Funding by the closing date. Documentation received after a posted closing date will not be accepted.

Before completing this Standard Grant Application for funding, please read both of the following thoroughly:

- The Applicant Guide, which contains information on how to complete and submit this form; and
- The funding program's website.

Unless otherwise indicated in the Applicant Guide, all parts of the application must be completed.

This document contains the following sections:

Section A - Notice to Applicants

Section B - Application

- Part 1 - Organization
- Part 2 - Project
- Part 3 - Funding
- Part 4 - Additional Information (Optional)
- Part 5 - Signatures

Section C - Articles of Agreement

- Schedule A - Project Description and Signatures

SMALL GRANT
[FOR TRAINING PURPOSES ONLY]

Thank you for your interest in our program.

SECTION A - Notice to Applicants

Please note that this document is a combined Application for Funding and Articles of Agreement. The Application is subject to an assessment by Employment and Social Development Canada (ESDC) officials. The applicant will be notified of the results of the review. Further, activities started prior to approval of the Application will be deemed ineligible for funding.

When submitting the Standard Grant Application for Funding, applicants must have the capacity and be authorized to sign and submit this Grant Application Package on behalf of the Applicant Organization.

The information collected in this Standard Grant Application for Funding will be used, and may be disclosed, for the purposes of assessing the merits of your application. As part of the assessment process, the information may be shared with external consultants, review committee members, officials in other departments, federal, provincial and/or territorial governments or Members of Parliament.

It may also be used and/or disclosed for policy analysis, research, and/or evaluation purposes. In order to conduct these activities, various sources of information under the custody and control of ESDC may be linked. However, these additional uses and/or disclosures of information will not impact on your proposed project.

In the event that the application contains personal information, the personal information will be administered in accordance with the Privacy Act and the provisions governing the protection of personal information that are set out in the Department of Employment and Social Development Act.

The application is also subject to the Access to Information Act ("ATIA"). The ATIA provides every person with a right of access to information under the control of the department, subject to a limited set of exemptions. Instructions for obtaining access to this information are outlined in the government publication entitled Info Source, which is available at the following website address: <http://www.infosource.gc.ca>. Info Source may also be accessed on-line at any Service Canada Centre.

[For Training Purposes Only]

SECTION B - Part 1 - Organization

A. ORGANIZATION IDENTIFICATION			
*1. Legal Name Village of Tiny Community Hall		*2. Operating (Common) Name (if different from legal name) Tiny Community Hall	
*3. CRA Business Number 123456789RT0001		4. Other Registration Number (specify from where) N/A	
*5. Organization Type Not for Profit		*6. Organization Category • Local community, charitable, or voluntary	*7. Year Established 1967
*8. Organization Address 125 East 10th Ave			
*9. City or Town Tiny	*10. Province or Territory BC	11. Country (if not Canada) Canada	*12. Postal Code V5T1Z2
*13. Telephone Number 604-777-7777	Ext. 	14. Fax Number	*15. E-mail Address AdminTiny@gmail.ca
16. Mailing Address (if different from Organization Address) same			
17. City or Town	18. Province or Territory	19. Country (if not Canada)	20. Postal Code
21. Telephone Number	Ext.	22. Fax Number	
*23. Organization's Mandate Village of Tiny Community Hall serves our community and provides programs and services to enable all to enjoy life here.			

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B. ORGANIZATION CONTACT <i>This should be our primary contact person in respect to this application for funding.</i>			
*24. Given Name Bryan		*Surname Camp	
*25. Position Title President		*26. Preferred language of communication Written: <input checked="" type="checkbox"/> English <input type="checkbox"/> French Spoken: <input checked="" type="checkbox"/> English <input type="checkbox"/> French	
*27. ORGANIZATION CONTACT - ADDRESS <input checked="" type="checkbox"/> Same as Organization Address <input type="checkbox"/> Same as Organization Mailing Address <input type="checkbox"/> Different (include below)			
28. Contact Address			
29. City or Town	30. Province or Territory	31. Country (if not Canada)	32. Postal Code
33. Telephone Number 604-777-7777	Ext. 	34. Fax Number	35. E-mail Address AdminTiny@gmail.ca

C. ORGANIZATIONAL CAPACITY

36. How many employees does your organization currently have?

*37. Does your organization owe any amounts to the Government of Canada? Yes No
 If 'Yes', please complete the fields below for each amount owing:

Amount Owing	Nature of the amount owing (e.g. taxes, penalties, overpayments)	Department or agency to which amount is owed	38. If an amount is owing, is a payment plan in place?
A.			<input type="checkbox"/> Yes <input type="checkbox"/> No
B.			<input type="checkbox"/> Yes <input type="checkbox"/> No
C.			<input type="checkbox"/> Yes <input type="checkbox"/> No
D.			<input type="checkbox"/> Yes <input type="checkbox"/> No

SECTION B - Part 2 - Project

A. PROJECT IDENTIFICATION

*39. Project Title

Replace Our Short Carpet Bowling Mats

*40. Planned Project Start Date (yyyy/mm/dd)

2019/2/14

*41. Planned Project End Date (yyyy/mm/dd)

2020/2/14

B. PROJECT DESCRIPTION

*42. Project Summary (Please provide a short description of the proposed project including main objective)

b) Replace Our Short Carpet Bowling Mats for current activities

Our short carpet bowling mats are worn and useless. This is one of our best attended activities for our seniors and replacing them will enable us to continue this fun and social activity.

The ends of the carpet has now curled up and is a tripping hazard. The equipment is bashed up and hard to set up. People are losing interest in playing as the equipment is in such poor shape.

The number of seniors who will contribute and how they will contribute is explained below: The carpet bowling group is made up of 30 seniors - with a rotating sub-group of 5 members voted in yearly as coordinators. The sub-committee is responsible for preparing and submitting the grant. If funded they will order and ensure the mats are delivered. We are all volunteers. (5)

The number of non-seniors who will contribute and how they will contribute is explained below: We have some younger families interested in helping out so, we hope to get some of them to help once the mats arrive. Picking up from BigTown and delivering and unloading. Estimated 3 burly young guys. (3)

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*Denotes mandatory field

*43. Project Activities (Please provide details on the activities that will be taking place)

N/A

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*44. Please describe how the proposed project addresses the program objectives, and please identify the call for proposal priority under which you are applying (if applicable).

Our project NHSP objectives are:

- providing capital assistance for existing community projects and/or programs for seniors;
- supporting social participation and inclusion of seniors.

The replacement of mats will enable us to continue the winter carpet bowling games. This is a big draw for us and it keeps us out of the house and exercising during the wet- cold weather. Very social and nice to get together.

The national priority we will meet with our project will benefit vulnerable seniors populations.

We think we fit into the category as we are seniors living in a rural small community, this is a frugal and fun activity that draws out all our seniors. We play but also keep contact with each other and provide a valuable outlet for the older seniors.

These are the senior populations that we are targeting:

Seniors living alone

Geographically isolated persons (rural and remote seniors)

Low income seniors and those living in poverty

Seniors with health challenges or disabilities

Seniors who are caregivers

*45. If the proposed project involves construction or renovation activities, does your organization own the building?

Yes No

If 'Yes', please provide proof of building ownership (i.e. property tax bill, property assessment notice, purchase agreement).

If 'No', please provide a copy of your lease, indicating that you are responsible for capital improvements as well as a letter from the landlord stating that he/she is agreeable to these improvements.

*Denotes mandatory field

*46. Approximately, how many individuals will benefit from the proposed project activities, and how?

The number of individuals and how they will benefit from the proposed project activities is:

We figure that though our club has 30 members, we often have spouses coming to watch and new comers. Young families are getting really excited about this project and they seem to want to join in. As we mentioned above, the social and mental health issues are really big. My wife mentions that having me go out of the house on Thursday nights saves her sanity!

Generally everyone in our community benefits. The elementary school, used to have their grade 5's come over to play during their gym period. Once the new mats come in we will invite them again to use the equipment.

Our estimates are:

- Seniors who will benefit (45+)
- Non-seniors who will benefit (45+)

*47. Please describe the community support for this project.

N/A

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*48. Please indicate how the proposed project will increase opportunities for the target group (Seniors for New Horizons for Seniors Program and people with disabilities for Enabling Accessibility Fund) to participate in and contribute to community events and programs.

N/A

FOR TRAINING

*49. If applicable, please indicate how the target group (Seniors for New Horizons for Seniors Program and people with disabilities for Enabling Accessibility Fund) will be involved in the design and/or realization of the project.

N/A

*50. Will this project allow your organization to offer/introduce new activities and/or programs? If so, please explain how.

N/A

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*51. Will the proposed project or any of its activities involve or benefit to people in English or French-language minority communities? Yes No

If 'Yes', please provide an explanation and any details on the measures taken to communicate with the targeted audience of your proposed project.

No we are not a minority community - we all speak English.

As mentioned earlier, we are a diverse group of seniors. Mostly old-timers on fixed incomes and not going out much. So our carpet bowling club is a real highlight for us. Even as our members pass on, the remaining spouse often stays to play with the Gal's Bowling Group. Many seniors are also caregivers this carpet bowling gives them a break.

Our target groups include the following:

Seniors living alone

Geographically isolated persons (rural and remote seniors)

Low income seniors

Seniors with health challenges or disabilities

Seniors who are caregivers

[FOR TRAINING SMALL GRANT PURPOSES ONLY]

*52. Will any of the proposed project activities be delivered in a different location than where the head office of your organization is located? Yes No

If 'Yes', please include your main address and an address for every other location where project activities will occur:

Main Address	City or Town	Province or Territory	Postal Code
A.			
Secondary Address	City or Town	Province or Territory	Postal Code
B.			
C.			
D.			
E.			

SECTION B - Part 3 - Funding

A. ANTICIPATED SOURCES OF FUNDING					
*53. Source Name	*54. Source Type	55. Cash	56 In-kind (\$ value)	*57. Confirmed	
				Cash	In-kind
ESDC	ESDC	\$5,000			
Tiny CH - gas to pick up carpets	* not-for-profit		\$100		X
Volunteers loading and unloading carpets			\$100		X
Total Funding for the Project		5,000	200		200

B. BUDGET			
*58. Cost Category	Planned Expenditures (\$)		
	*59. ESDC	*60. Other - Cash	*61. Other - In kind
3 short carpets - quoted at \$5,000	5,000		
gas for truck to pick up			\$100
Volunteers loading and unloading carpets			\$100
Total Planned Expenditures	5,000		200

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*Denotes mandatory field
ESDC EMP5585 (2016-04-003) E



C. BUDGET DETAILS

*62. **Capital Assets:** Will capital assets be among your planned expenditures with ESDC funding? Yes No

If yes, please explain how the purchases are necessary to carry out the project activities:

N/A

*63. **Further Budget Details:**

N/A

[FOR TRAINING PURPOSES ONLY]

SECTION B - Part 4 - Additional Information (Optional)

Additional Information

Instructions: For each block of text you include below (if any), please specify the section it is meant to continue.

Our additional contact for the project is Nelson Wrie - 604-773-0000 nwrie@shaw.ca and he is the Treasurer.

We heard about the Small Grant from the MP newsletter sent to us and it mentioned this funding opportunity for NHSP.

We have attached our quote for the Carpet Bowling Mats from the Carpet Roll Store (150 kms away that is why we needed the young burley guys to help us and pick up carpets).

[FOR TRAINING PURPOSES ONLY]

*Denotes mandatory field

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SECTION B - Part 5 – Signatures

In order for your Standard Grant Application for Funding to be eligible for funding, it must be completed and signed by an official representative who must have the capacity and be authorized to sign and submit this Grant Application Package. The person(s) signing this form certify(ies) and agree(s) with the following:

- a) I certify that I have the capacity and that I am authorized to sign and submit this Application for Funding on behalf of the "Recipient" organization;
- b) I certify that the information provided in this Application for Funding and any supporting documentation is true, accurate, and complete to the best of my knowledge.

Bryan Camp

President

Signatory Name (please print)

Title (please print)

June 1, 2019

Signature

Date (yyyy-mm-dd)

Signatory Name (please print)

Title (please print)

Signature

Date (yyyy-mm-dd)

Signatory Name (please print)

Title (please print)

Signature

Date (yyyy-mm-dd)

[For TRAINING PURPOSES ONLY]

ARTICLES OF AGREEMENT

BETWEEN

HER MAJESTY THE QUEEN IN RIGHT OF CANADA

(HEREINAFTER REFERRED TO AS "CANADA"), AS REPRESENTED BY

THE MINISTER OF EMPLOYMENT AND SOCIAL DEVELOPMENT

AND

INSERT ORGANIZATION NAME

(HEREINAFTER REFERRED TO AS "THE RECIPIENT")

HEREINAFTER COLLECTIVELY REFERRED TO AS "THE PARTIES"

Whereas the Recipient has applied to Canada for funding to carry out the project;

Whereas Canada has determined that the Recipient is eligible for a grant under the Program mentioned in Schedule A – Project Description and Signatures and that the Project qualifies for support; and

Whereas Canada has agreed to provide a grant to the Recipient to help it to implement the project;

Now, therefore, the Parties agree as follows:

1.0 AGREEMENT

1.1 The following documents, and any amendments thereto, constitute the entire agreement between the Parties with respect to its subject matter and supersedes all previous understandings, agreements, negotiations and documents collateral, oral or otherwise between them relating to its subject matter:

- (a) These Articles of Agreement
- (b) Schedule A - Project Description and Signatures

SMALL GRANT TRAINING PURPOSES ONLY

FOR

2.0 INTERPRETATION

2.1 Unless the context requires otherwise, the expressions listed below have the following meanings for the purposes of this Agreement:

"Eligible Expenditures" means the expenditures listed in the Project budget in *Schedule A – Project Description and Signatures*;

"Fiscal Year" means the period commencing on April 1 in one calendar year and ending on March 31 in the next calendar year;

"Grant" means the grant funds provided by Canada under this Agreement;

"Project" means the project described in *Schedule A – Project Description and Signatures*;

"Project Period" means the period beginning on the Project Start Date and ending on the Project End Date specified in *Schedule A – Project Description and Signatures*; and

"Working Day" means Monday through Friday except statutory holidays.

3.0 EFFECTIVE DATE AND DURATION

3.1 This Agreement shall come into effect on the date it is signed by both Parties and, subject to section 3.2, shall expire at the end of the Project Period unless the Agreement is terminated on a prior date in accordance with the terms of this Agreement.

3.2 Notwithstanding section 3.1, the rights and obligations of the parties, which by their nature, extend beyond the expiration or termination of this Agreement shall survive such expiration or termination.

4.0 PURPOSE OF THE GRANT

4.1 The purpose of the funding granted by Canada according to the terms of this Agreement is to enable the Recipient to carry out the Project. The Recipient shall use the grant for paying the Eligible Expenditures of the Project.

5.0 PAYMENT OF THE GRANT

5.1 Canada will pay the Recipient a grant in the amount specified in *Schedule A – Project Description and Signatures*. The grant will be paid in instalments in accordance with the instalment schedule set out under Payment Method *Schedule A – Project Description and Signatures*.

6.0 APPROPRIATION

6.1 Any payment under this Agreement is subject to the appropriation of funds by Parliament for the Fiscal Year in which the payment is to be made.

7.0 REDUCTION OR TERMINATION OF FUNDING

7.1 Canada may, upon not less than ninety (90) days' notice, reduce its funding under this Agreement or terminate the Agreement as per article 15.0 if:

- (a) the level of funding for the Program named in this Agreement for the Fiscal Year in which the payment is to be made under the Agreement is reduced as a result of a governmental or departmental spending decision, or
- (b) Parliament reduces the appropriation of funds for grants under the Program named in this Agreement.

7.2 Where, Canada gives notice of its intention to reduce its funding pursuant to section 7.1, and the Recipient is of the opinion that it will be unable to complete the Project in the manner desired by the Recipient, the Recipient may terminate the Agreement upon not less than thirty (30) days notice to Canada.

8.0 RECIPIENT DECLARATIONS

8.1 The Recipient

- (a) declares that it has provided Canada with a true and accurate list of all amounts owing to the Government of Canada under legislation or funding agreements which were past due and in arrears at the time of the Recipient's Application for Funding under the Program named in this Agreement;
- (b) agrees to declare any amounts owing to the Government of Canada under legislation or funding agreements which have become past due and in arrears following the date of its Application for Funding,
- (c) recognizes that Canada may recover any amounts referred to in paragraph (a) or (b) that are owing by deducting or setting off such amounts from any sum of money that may be due or payable to the Recipient under this Agreement; and
- (d) declares to use a fair, accountable and transparent process when procuring goods and/or for services in relation to the Project.

8.2 The Recipient declares that any person who has been lobbying on its behalf to obtain the grant that is the subject of this Agreement was in compliance with the provisions of the *Lobbying Act* (R.S.C., 1985, c. 44 (4th Supp.)), as amended from time to time, at the time the lobbying occurred and that any such person to whom the Lobbying Act applies has received, or will receive, no payment, directly or indirectly, from the Recipient that is in whole or in part contingent on obtaining this Agreement.

9.0 PROJECT RECORDS

9.1 The Recipient shall keep proper books and records of the grant received and of all expenditures made using the grant relating to the Project.

9.2 The Recipient shall retain the books and records referred to in section 9.1 for a period of three (3) years following the Project Period.

9.3 During the period of the project as well as the period referred to in section 9.2, the Recipient shall give access to its files, books and records related to the project, upon request and within a reasonable time, to representatives of Canada for the purpose of verifying the use of the grant and compliance with the terms and conditions of this Agreement. The Recipient shall permit Canada's representatives to take copies and extracts from such books and records. The Recipient shall also provide Canada with such additional information as Canada may require with reference to such books and records.

10.0 INQUIRY BY THE AUDITOR GENERAL OF CANADA

10.1 If, during the Project Period or within the period referred to in 9.2, the Auditor General of Canada, in relation to an inquiry conducted under subsection 7.1(1) of the *Auditor General Act* (R.S.C., 1985, c. A-17), requests that the Recipient provide him or her with any records, documents or other information pertaining to the utilization of the funding provided under this Agreement, the Recipient shall provide the records, documents or other information within such period of time as may be reasonably requested in writing by the Auditor General of Canada. (Not applicable to municipalities or other recipients excluded by the application of the Act)

11.0 REPORTING

11.1 The Recipient shall submit to Canada, a complete final report acceptable to Canada that outlines the results of the Project within thirty (30) days following the Project Period.

12.0 CONTINUOUS ELIGIBILITY

12.1 The Recipient must, during the Project Period, continue to meet the eligibility requirements of the Program named in this Agreement which were effective upon signature of the agreement. As such, the Recipient agrees to promptly notify Canada should a change in the Recipient's status or a change in Project activities result in the Project no longer meeting the eligibility criteria of the Program which were effective upon signature of this Agreement.

13.0 EVALUATION

13.1 The Recipient recognizes that Canada is responsible for the evaluation of the Program named in this Agreement. The Recipient agrees to cooperate with Canada for the duration of the Project and within a period of three (3) years thereafter by providing access to the information required to carry out the evaluation.

14.0 TERMINATION OF AGREEMENT

Termination for Default

14.1 (1) The following constitute Events of Default:

- (a) the Recipient becomes bankrupt, has a receiving order made against it, makes an assignment for the benefit of creditors, takes the benefit of a statute relating to bankrupt or insolvent debtors or an order is made or resolution passed for the winding up of the Recipient (section 14.1(1)(a) not applicable to municipalities or school boards);
- (b) the Recipient ceases to operate (section 14.1(1)(a) not applicable to municipalities or school boards);
- (c) the Recipient is in breach of the performance of, or compliance with, any provision of this Agreement;
- (d) the Recipient, in support of its Agreement, has made materially false or misleading representations, statements or declarations, or provided materially false or misleading information to Canada; or
- (e) in the opinion of Canada, the risk in the Recipient's ability to complete the Project has changed substantially and unfavorably.

(2) If

- (a) an Event of Default specified in paragraph (1)(a) or (b) occurs (section 14.1(1)(a) not applicable to municipalities or school boards); or
- (b) an Event of Default specified in paragraphs (1)(c), (d) or (e) occurs and has not been remedied within thirty (30) days of receipt by the Recipient of written notice of default or within such longer period as Canada may specify, or a plan satisfactory to Canada to remedy such Event of Default has not been put into place within such time period

Canada may terminate the Agreement immediately by written notice. Effective on that date, Canada has no more obligations to pay any remaining instalments of the grant as specified in the Agreement.

(3) Pursuant to paragraph 14.1 (2)(b), Canada may suspend payment of any further instalment of the grant under this Agreement.

(4) The fact that Canada refrains from exercising a remedy it is entitled to exercise under this Agreement shall not be considered to be a waiver of such right and, furthermore, partial or limited exercise of a right conferred upon Canada shall not prevent Canada in any way from later exercising any other right or remedy under this Agreement or other applicable law.

14.2 Either Parties may also terminate this Agreement at any time without cause upon not less than ninety (90) days written notice of intention to terminate.

15.0 REPAYMENT REQUIREMENTS

15.1 (1) When a written notice is provided by either one of the Parties pursuant to section 7 or section 14:

- (a) the Recipient must not make any new commitment related to the project which may generate eligible expenditures and must cancel any ongoing commitments, or where possible, reduce the amount of such expenditures arising from any commitment; and
- (b) all eligible expenditures incurred by the Recipient up to the date of termination will be paid by Canada, including direct costs and incidentals related to the cancellation of obligations of the Recipient for the termination of the agreement; a payment or a reimbursement will be made under this paragraph only if it has been demonstrated to the satisfaction of Canada that the Recipient has actually incurred the expenses and they are reasonable and related to the termination of the agreement.

(2) If this Agreement is terminated by the Recipient in accordance with section 14.2, the latter shall reimburse Canada the unused grant funds in its possession or under its control within thirty (30) days.

15.2 Notwithstanding section 15.1, if the Agreement is terminated under section 14.1 by Canada because the Recipient uses the grant for a purpose or expenditures not agreed upon under this Agreement, Canada may in addition to the rights conferred upon it under this Agreement or in law or in equity, demand from the Recipient the repayment of the grant funds that were used by the Recipient for purposes other than the Project or used for costs that were not Eligible Expenditures.

15.3 If Canada demands the repayment of any part of the grant pursuant to section 15.1 or section 15.2, the amount demanded shall be deemed to be a debt due and owing to Canada and the Recipient shall pay the amount to Canada immediately unless Canada directs otherwise.

15.4 Interest shall be charged on overdue repayments owing under this Agreement in accordance with the *Interest and Administrative Charges Regulations (SOR/96-188)* (the "Regulations") made pursuant to the *Financial Administration Act (R.S.C., 1985, c. F-11)*. Interest is calculated and compounded monthly at the "average bank rate", within the meaning of such expression as contained in the Regulations, plus three per cent (3%) during the period beginning on the due date specified in the notice to repay and ending on the day before the day on which payment is received by Canada.

16.0 INDEMNIFICATION

16.1 The Recipient shall, both during and following the Project Period, indemnify and save Canada harmless from and against all claims, losses, damages, costs, expenses and other actions made, sustained, brought, threatened to be brought or prosecuted, in any manner based upon, occasioned by or attributable to any injury or death of a person, or loss or damage to property caused or alleged to be caused by any wilful or negligent act, omission or delay on the part of the Recipient or its employees or agents in connection with anything purported to be or required to be provided by or done by the Recipient pursuant to this Agreement or done otherwise in connection with the implementation of the Project. It is understood that Canada cannot claim compensation under this section in case of accident, loss or damage caused by Canada or its employees.

17.0 RELATIONSHIP BETWEEN THE PARTIES AND NON-LIABILITY OF CANADA

17.1 The management and supervision of the Project are the sole and absolute responsibility of the Recipient. The Recipient is not in any way authorized to make a promise, agreement or contract on behalf of Canada. This Agreement is a funding agreement only, not a contract obtaining services or a contract of service or employment. Canada's responsibility is limited to providing financial assistance to the Recipient in support of the Project. The parties hereto declare that nothing in this Agreement shall be construed as creating a partnership, an employer-employee, or agency relationship between them. The Recipient shall not represent itself as an agent, employee or partner of Canada.

17.2 Nothing in this Agreement creates any undertaking, commitment or obligation by Canada respecting additional or future funding of the Project beyond the Project Period, or that exceeds the amount of Canada's funding as indicated in the Agreement. Canada shall not be liable for any loan, capital lease or other long-term obligation which the Recipient may enter into in relation to carrying out its responsibilities under this Agreement or for any obligation incurred by the Recipient toward another party in relation to the Project.

18.0 CONFLICT OF INTEREST

18.1 No current or former public servant or public office holder to whom the *Conflict of Interest Act (S.C. 2006, c. 9, s. 2)*, the *Policy on Conflict of Interest and Post-Employment* or the *Values and Ethics Code for the Public Sector* applies shall derive a direct benefit from the Agreement unless the provision or receipt of such benefit is in compliance with the said legislation or codes.

18.2 No member of the Senate or the House of Commons shall be admitted to any share or part of the Agreement or to any benefit arising from it that is not otherwise available to the general public.

19.0 INFORMING CANADIANS OF THE GOVERNMENT OF CANADA'S FUNDING

19.1 The Recipient shall allow Canada sixty (60) days from the date of signature of the Agreement to announce the Project. The parties will collaborate for the first public announcement of the project, including all communication, event or ceremony used to promote the project. The time, place and agenda for such communication activities must be appropriate for Canada.

19.2 To enable Canada's participation in any subsequent communications activities about the project the Recipient will inform Canada no later than twenty (20) calendar days preceding such communication activities.

19.3 The Recipient shall ensure that all communication activities, publications and advertising (including on social media or websites) relating to the project include the recognition of Canada's financial assistance to the satisfaction of Canada.

20.0 ACCESS TO INFORMATION

20.1 The Recipient acknowledges that Canada is subject to the *Access to Information Act (R.S.C., 1985, c. A-1)*, and information obtained by Canada pertaining to this Agreement may be disclosed by Canada to the public upon request under the aforementioned act.

21.0 PROACTIVE DISCLOSURE

21.1 The Recipient acknowledges that the name of the Recipient, the amount of Canada's funding and the general nature of the Project may be made publicly available by Canada in accordance with the Government of Canada's commitment to proactively disclose the awarding of grants and contributions.

22.0 NOTICES

22.1 Any notices to be given and all reports, information, correspondence and other documents to be provided by either party under this Agreement shall be given or provided by personal delivery, mail, courier service, fax or email to the postal address, fax number or email address, as the case may be, of the receiving party. If there is any change to the postal address, fax number or email address or contact person of a party, the party concerned shall notify the other in writing of the change as soon as possible.

22.2 Notices, reports, information, correspondence and other documents that are delivered personally or by courier service shall be deemed to have been received upon delivery, or if sent by mail five (5) working days after the date of mailing, or in the case of notices and documents sent by fax or email, one (1) working day after they are sent.

23.0 ASSIGNMENT OF THE AGREEMENT

23.1 The Recipient shall not assign this Agreement or any part thereof without the prior written consent of Canada.

24.0 SUCCESSORS AND ASSIGNS

24.1 This Agreement is binding upon the parties and their respective successors and assigns.

25.0 COMPLIANCE WITH LAWS

25.1 This Agreement shall be governed by and interpreted in accordance with the applicable laws of the province or territory where the Project will be performed. The parties agree that the Court of the province or territory where the Project will be performed is competent to hear any dispute arising out of this agreement.

25.2 The Recipient shall carry out the Project in compliance with all applicable laws, by-laws and regulations, including any environmental legislation and any legislation regarding protection of information and privacy. The Recipient shall obtain, prior to the commencement of the Project, all permits, licenses, consents and other authorizations that are necessary to the carrying out of the Project.

26.0 AMENDMENT

26.1 This Agreement may be amended, with respect to applicable laws, by mutual consent of the parties. To be valid, any amendment to this Agreement shall be in writing and signed by the parties.

27.0 UNINCORPORATED ASSOCIATION

27.1 If the Recipient is an unincorporated association, it is understood and agreed by the persons signing this Agreement on behalf of the Recipient that in addition to signing this Agreement in their representative capacities on behalf of the members of the Recipient, they shall be personally, jointly and severally liable for the obligations of the Recipient under this Agreement, including the obligation to pay any debt that may become owing to Canada under this Agreement.

28.0 COMMUNICATION WITH THE PUBLIC

28.1 The Recipient shall clearly identify the project's clientele, and shall take the appropriate steps to communicate with the target audience

29.0 AGREEMENT WITHOUT PREJUDICE [clause applicable only in Québec]

29.1 This Agreement is without prejudice to discussions underway between the Quebec Government and Canada for the purpose of establishing new standard agreements for the application of *An Act respecting the Ministère du Conseil exécutif* (CQLR, chapter M-30) in regards to Funding Agreements related to the programs of the Department of Employment and Social Development.

SECTION C Schedule A - Project Description and Signatures (to be completed by ESDC)

Common System for Grants and Contributions (CSGC) File Number: _____

Project Title: _____

Program Name: _____

This Application is: Approved Not Approved

Grant Amount:

Amount Requested: \$ _____ Amount Approved: \$ _____

Project description and Budget adjustments:

Activities:

Budget:

Other Conditions:

*SMALL GRANT
FOR TRAINING PURPOSES ONLY*

Project Period:

From: _____ To: _____

Payment Method:

Number of Installment(s): _____ Installment Amount \$ _____

Installment Date: _____

Date of Approval: _____

Canada signing authority on behalf of the Minister of Employment and Social Development

CANADA

FOR THE RECIPIENT (to be completed by the recipient)

- I certify that I have the capacity and that I am authorized to sign the Articles of Agreement of this grant on behalf of the "Recipient" organization;
- I have read, understand and agree to these Articles of Agreement and I agree that once approved and signed by both parties, these Articles of Agreement will be effective immediately and shall constitute a legally binding agreement.

Signatory Name (please print) Title (please print)

Signature Date (yyyy-mm-dd)

Signatory Name (please print) Title (please print)

Signature Date (yyyy-mm-dd)

Signatory Name (please print) Title (please print)

Signature Date (yyyy-mm-dd)

[FOR TRAINING PURPOSES ONLY]
SMALL GRANT

