



**BEAUSOLEIL FIRST NATION TRUST OFFICE
NIIGAANING G'CHI MNISSING TRUST**



**The Nookmis Home Renovation Grant
2023-2024 Application Package**

Application Checklist:

- Cover Letter
- Completed Application Form
- Copy of Certificate of Possession or Deed
- Copy of Inspection Report
- Contractor/Supplier Quotes (2 quotes)
- Proof of Mortgage and Property Taxes are up to date
- Signed Contractor Form

For Off-Reserve Members Only:

- A Lien Registration- PPSA (Personal Property Security Act)
- All Legal Documentation Providing Proof Of Primary Owner of the Home

Completed application packages can be submitted to the following:

**ATTN: The Nookmis Renovation Grant
Mailing Address: Beausoleil First Nation Administration Building
11 O'Gemaa Miikan, Christian Island, ON L9M0A9
Phone: (705)-247-2051
Fax: (705)-247-2239**

For Office Use Only

Received by:

Date:



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RESIDENCE STATUS

Do you own the home for which you are applying for funds?	Yes	No
If yes, state how long you have resided in the home?		
How old is the home?		
<p>Residence Type:</p> <p><input type="checkbox"/> Fully Detached <input type="checkbox"/> Semi-detached <input type="checkbox"/> Row house/townhouse <input type="checkbox"/> Duplex/Triplex/flat in a house</p>		
<p>How is your home heated? <input type="checkbox"/> Electric <input type="checkbox"/> Baseboard <input type="checkbox"/> Wood/Electric <input type="checkbox"/> Wood/oil <input type="checkbox"/> Propane <input type="checkbox"/> Heat pump furnace <input type="checkbox"/> Other: Please Explain</p>		
<p>A copy of the certificate of possession or a letter from the Lands department and/or a copy of Deed is required to show ownership. (Rentals will not be accepted)</p>		
<p>State condition of present dwelling or attached document.</p>		



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APPENDIX A: STATEMENT OF SIGNATURE(S)

STATEMENT

All information given in this application is true and correct. No information required has been concealed or omitted.

If the statements on this application are false, this application will become **NULL AND VOID**.

Witness	Date
Applicant	Date
Co-applicant	Date

OFFICE USE ONLY	
DATE OF REVIEW	
DATE OF APPROVAL	
MOTION #	



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APPENDIX B: CONTRACTOR FORM

Acknowledgement of Payment Methods – Nookmis Renovation Grant

**QUOTES MUST BE FROM A LICENSED CONTRACTOR AND COPY OF THE BUSINESS LICENSE AND WSIB CERTIFICATE MUST BE INCLUDED WITH THIS FORM.
CONTRACTOR MUST NOT BE IN CONFLICT OF INTEREST WITH APPLICANT.**

All payments are issued from Beausoleil First Nation directly to the contractor(s). The deadline to submit invoicing is Mondays at 4:00 pm to receive payment for the same week.

Payment Options & Methods

- Payment in three installments: 40% initial payment, 40% interim payment (50% completion) and 20% final payment (100% completed & final inspection).
- Hold cheque at the Beausoleil First Nation Administration Building for pickup: 11 O'Gemaa Miikan, Christian Island, Ontario L9M 0A9
- Mail cheque (Please allow 4-6 weeks for cheque to arrive)
- Electronic Funds Transfer (Direct deposit form must be submitted to our office for this option. Funds will be deposited directly into the account on Thursdays)**

Documentation

- Contractor Business License
- Contractor WSIB

Notes

- Invoices over \$5000.00 require Chief and Council approval prior to issuing payment
- Beausoleil First Nation does not use Email Money Transfer as a method of payment.

I, _____ have read the above and acknowledge the operations of Beausoleil First Nation regarding the Nookmis Renovation Grant. Should my company be chosen to complete the applicant's renovation, I accept the payment options and methods listed above.

(Contractor Signature)

(Date)



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APPENDIX C: PROMISSORY NOTE (TO BE COMPLETED AFTER APPROVAL)

Beausoleil First Nation, Motion #: _____

For the value I(We) _____ Applicant(s) _____

Promise to pay Beausoleil First Nation the sum of _____ (\$ _____) called the principal sum with interest at 5.00% per annum calculated yearly, not in advance up to and after maturity of the loan, until paid in full.

The non forgivable principal sum, that is _____ (\$ _____) shall, if I (We) fail to comply with the terms of the application for the loan will become due on demand with interest at 5.00% per annum calculated yearly, not in advance from the date of failing to comply.

This note is made by me (us) in accordance with the terms of the loan dated _____ 2023 for the premises described as/located on:

Address:

It is understood that if the said premises are sold without the consent of Beausoleil First Nation or if there is any other breach of the terms of the loan the whole balance including any part which has not been forgiven shall become payable with interest stipulated above.

I (We) hereby confirm that I (We) am (are) the owner(s) of the said property.

Witness

Date

Applicant

Date

Co-applicant

Date



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APPENDIX D: FINAL REPORTING

- Before and After pictures are required.
- A Full expense report upon completion of the project.
- Receipts expenses incurred related to the project must be attached to the final expense report.
- All work must be completed in a 90 day period, upon approval and receipt of funding any unspent dollars must be returned in order for the project file to be closed. If the reporting or work is not completed the forgivable loan will be 100% repayable and any other further projects will be denied, until work is completed or loan is paid back.
- All information may be made public to Beausoleil First Nation and its Members as per BFN policy.
- A copy of the Final Inspection Report from the OTC Inspector (On-Reserve) or Certified Residential Appraiser. (Off-Reserve).