**Project Grant Proposal**

**Company Name Here**

Company Ph. No Here

Location:

Owner(s):

Contact Information:

Date:

Prepared by:

(Sender First Name)

(Sender Last Name)

(Sender Company)

Prepared for:

(Client First Name)

(Client Last Name)

(Client Company)

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# COMMUNITY WALK-IN FREEZER PROJECT:

**Submitted to:**

**DEPARTMENT OF ECONOMIC DEVELOPMENT & TRANSPORTATION**

**BAFFIN REGIONAL OFFICE**

**POND INLET, NUNAVUT**

**X0A 0S0**

**Funding Program:**

**Country Food Distribution Program & Strategic Initiatives Program - Nunavut Economic Foundations Fund**

**On behalf of:**

**Igloolik HTO**

**Igloolik, Nunavut**

**TOTAL FUNDS REQUESTED: $513,825.50**

# PROJECT IDENTIFICATION:

Applicant: Igloolik HTO

P.O. Box 89

Igloolik, Nunavut XOA OLO

Type of Organization: Not for Profit Corporation

Contact Person: David Irngaut – Chairperson

Rebecca Mikki - Manager

Tel: (867) 934-8807 Fax: (867) 934-8067

# PROJECT DESCRIPTION:

The Igloolik HTO would like to purchase a new community freezer without a processing facility. In particular the HTO is interested in having one outdoor Kysor Panel System walk in freezer installed adjacent to the existing freezer. The new freezer will be 30’-10” x 40’-0” x 11’-0” high. Full details are attached to this proposal (Hamlet of Igloolik HTO Freezer Expansion May 6, 2013 (rev#1)). The HTO does not want to dispose of the existing freezer and has been encouraged by the GN to explore repairing the roof of the freezer. The HTO engaged an engineering firm JBB Refrigeration and Mechanical to visit the community in early May 2013 to determine the requirements to undertake the expansion and renovations of the HTO freezer. The two buildings will be located on Lot 265 Plan 1792 and Lot 262 Plan 1819. In order to ensure energy conservation, the new freezer will have a Free Aired Cooling system installed, the system will allow the freezer to utilise the air from outside to cool the freezer. When conditions are cold enough outside, the system will lock out the use of the mechanical compressor system runtime and will circulate outdoor FREE COOLING air from outside. The two facilities will be joined the new freezer will be used by the HTO and by the community of Igloolik.

# APPLICANT HISTORY & PROJECT BACKGROUND:

The current freezer is approximately 30 years old. The population of the community continues to grow, and the freezer will be unable to keep up with the growth. The Department of Community Government and Services is responsible for the O&M of the freezer, and it is getting less and less cost efficient to operate. The following table illustrates the cost of the existing community freezer. These figures represent the averages taken from the past three years of operation.

|  |  |  |  |
| --- | --- | --- | --- |
| Month | Average Usage Kw/h | Rate | Average monthly cost |
| January | 5,777 | .5058 | $2,922 |
| February | 4,131 | .5058 | $2,089 |
| March | 5,312 | .5058 | $2,687 |
| April | 6,078 | .5058 | $3,074 |
| May | 7,585 | .5058 | $3,836 |
| June | 5,068 | .5058 | $2,563 |
| July | 5,918 | .5058 | $2,993 |
| August | 6,318 | .5058 | $3,196 |
| September | 6,710 | .5058 | $3,394 |
| October | 4,240 | .5058 | $2,145 |
| November | 5,026 | .5058 | $2,542 |
| December | 3,697 | .5058 | $1,870 |

The new freezer will utilise anywhere from 32,500 Kw/h to 36,800 Kw/h for an annualised cost of anywhere from $16,500-$18,750 (Igloolik Energy Estimate March 26, 2013 JBB Refrigeration and Mechanical) the report is also attached to the proposal. This is a significant savings over the current usage which totals 65,680 for a total cost per annum of $33,311.99. The old freezer will not be used as a community freezer, it will be converted for storage and processing facility.

The current freezer itself is approximately 750 square feet. The current freezer is not always reliable and community members have lost meat and fish to spoilage due to break down. The HTO completed a business plan for a fish plant. That business plan is separate from this application; however, it does have some bearing on the logic behind the application. The HTO identified a new community freezer as paramount to the success of the business. The new freezer will be approximately 1,200 square feet. According to the business plan, the HTO will be purchasing upwards of 95,000 lbs of fish from local fishermen and shipping it all to Kivalliq Arctic Foods in Rankin. Since food security is a concern in the territory, it is the intention of the HTO to stock it with fish; this in turn will provide income again to the fishermen of Igloolik. The HTO currently has a quota of 171,000 lbs of fish, the target population of polar bears in Foxe Basin is 2,300 and Igloolik has 11 polar bear tags per year. Though the population of walrus is unknown at this time, the hunters of the community never harvest more than 20 per season; this has been a sustainable level for many years. Also, the community undertook a Socio-Economic Baseline Study in 2009-2010 where the following observations were made with regards to harvesting and consumption of country foods. The study was conducted by the Carleton Centre for Community Innovation.

* 14% of Igloolik harvesters went out during all twelve months of 2009. May through September were the most active months for harvesting
* Country food remains a very important part of the diets of Iglulingmiut. Elders eat the most country food and youth eat the least
* 80% of respondents reported they have difficulty obtaining as much country food as they would like at least some of the time. The top five reasons were: lack of functioning equipment, lack of money for gas and ammunition, lack of free time and lack of hunting skills and availability of game
* The majority of Igluligmiut obtain country food through sharing, primarily with immediate and extended family. Very few Inuit respondents said they purchase country food, while this was the primary source for non-Inuit residents
* Harvesting also varied by age. Youth had the highest number of people report that they went out on the land in 2009 but the smallest number of “active” harvesters. Elders had the lowest number of people report that they went out on the land in 2009 but the highest number of “active harvesters”

The highlights from the study are attached to this proposal as well.

The new freezer will be mounted on a concrete pad. The pad will be installed by D’Ottavio Construction, a company that has installed a number of concrete pads in the territory including the ones in Chesterfield Inlet and Repulse Bay. The concrete pad is more cost efficient and will be constructed with a thermal break beneath the slab to protect it from the permafrost, refer to the attached stamped drawings (AccuTech Engineering – NAPEG Member) of the concrete pad for specifications.

The applicant will work closely with JBB Refrigeration and Mechanical and D’Ottavio Construction (AccuTech Engineering –member of NAPEG), both based in Winnipeg, Manitoba to build a new community walk-in freezer. JBB Refrigeration and Mechanical is a certified member of the Northwest Territories and Nunavut Association of Professional Engineers and Geoscientists (NAPEG).

The new freezer and all building supplies will be shipped from Winnipeg to Montreal via rail and Montreal to Igloolik by barge.

QEC will provide 3-phase power through a diesel generated grid system at a cost of $.5058 Kw/H.

# PROJECT MANAGEMENT & IMPLEMENTATION:

Once the funding is approved the Igloolik HTO will purchase building materials from JBB Refrigeration & Mechanical. The panels need to be ordered prior to May 23rd, 2013. There is a four-to-six-week lead time needed for the panels and the barge for Igloolik leaves Montreal July 23rd, 2013.The HTO will contract the construction of the cement pad from D’Ottavio Construction, cement bags are already on site. The HTO will also coordinate the final hook up of power with Qulliq Energy. The quotes cover all expenses for the project such as freight, labour/electrical, airfare, and accommodation for contractors to complete the construction of the pad and freezer as well as the repairs to the existing structure. The HTO with assistance from the Hamlet of Igloolik will make all sealift arrangements with NSSI, provide local labour and helpers for crating disassembly, garbage pickup, panel erection and such onsite, provide large machinery to the crew, including but not limited to forklift, bobcat and loaders, deliver materials to the HTO site from the beach, provide temporary light, heat, water and power as needed, demolition and removal of shacks to the west of the jobsite HTO building to make way for new expansion, excavation and clearance of snow and debris on the lot and assistance with Power Corp locally to erect the power pole and electrical connections.

Once materials are landed and delivered to the site the project will commence and will take approximately 6 weeks to complete. This project will employ maximum 4 people to work at the site.

The funds requested will be administered by the HTO for reporting purposes of expenditures and receipts.

Once the freezer and pad are completed, they will become the property of the Igloolik HTO. The freezer will be maintained and operated by the HTO with funding from the Department of Community Government and Services.

# Implementation Plan

**May 2013**

Submit proposal to funder for review

Explore various funding packages to supplement EDT Country Food Distribution Program. Some programs that will possibly be able to fund a portion of the project include SIP, and the Community Capacity Fund

Commence conversation with CGS on transferring ownership of old freezer to Hamlet

After reviewing the proposal submitted, enter into discussions with EDT regarding the proposal and ensuring all components are present

Receive approval for project from funders

Place order for all materials – panels for the freezer need a lead time of four to six weeks.

Pay deposits as required by suppliers

**June 2013**

Pay suppliers according to their terms – initial payments to be made to each supplier

Organise logistics to ensure that all materials for the concrete pad and the freezer arrive on the August 20, 2013 Barge

Continue working on logistics for the cement pad and freezer

Contact Environmental Health Officer to discuss details of information that is required and to ensure their participation in the construction of the new community freezer

**July 2013**

Book Nunavut Power so that they will arrive in September to do the final hook up of the freezer

**August 2013**

Arrival of all materials and supplies

Hiring of four local people to work with D’Ottavio Construction for the installation of the pad

Installation of cement pad

**September 2013**

Hiring of four more individuals to work with the crew from JBB Refrigeration & Mechanical.

Installation of community freezer

Hook up by Nunavut Power

# LOCATION OF COMMUNITY FREEZER

The new community freezer will be located on Lot 265 and Lot 262. There is enough room on the lots to attach the new freezer to the old fish plant building.

# HEALTH ISSUES

With regards to Health issues, the HTO already sends its walrus meat to Nunavik for testing and approval. The HTO with the assistance of the Hamlet will work with the Environmental Health Officer when building the new freezer. The Health Officers available to Igloolik are:

Wanda Joy 867-975-4817

Ken Klassen 867-975-4812

# FOOD DISTRIBUTION PROCESS

The Municipality has 171,000 lbs of fish as its TAC, and they are allowed to harvest up to 11 polar bears per year. Though there are no tags allocated for walrus, the community has historically only harvested 20 per season.

Once fish are harvested, they will be sold to the HTO at a price of $1.60 per pound, the same price the fishermen are being paid by the HTO to run the processing plant. Once the HTO takes possession of the fish, they will store it in the community freezer accessible by the entire community. There will also be separate lockers in the community freezer and the fish can be stored there away from other non-commercial country food. The community freezer will be locked; however, an individual will be able to contact the HTO to decide to come by the freezer to pick up fish or meat that is available for general consumption. The HTO representative will show the individuals which fish and meat are for local consumption and which fish and meat is specific to one family or another so as to ensure that if a community member is storing their food in the freezer, it is not accidentally consumed by another individual.

# ANTICIPATED SOURCE & USE OF FUNDS:

**Source of Funds:**

Country Food Distribution Program $225,000.00

Nunavut Economic Foundations Fund $288,825.50

HTO Equity $ 5,000.00

Municipality of Igloolik Equity $ 20,691.28

Total Funding: $539,516.78

# Use of Funds:

JBB Refrigeration & Mechanical – New freezer. GST included $295,277.00

JBB Refrigeration – new roof and additional equipment GST included $ 34,704.60

D’OTTAVIO CONSTRCTION LTD GST included $160,970.46

Nunavut Power Corp. power hook up GST included $ 22,873.44

Admin. Fee @ 5% & (Labour at Site) $ 25,691.28

Total Use of Funds $539,516.78

# PROJECT BENEFITS:

**Direct Benefits:**

This project will benefit the community of Igloolik the local fishermen/hunters and the HTO in its business endeavour creating more employment for the residents of Igloolik. It will directly benefit those community members who cannot go out and hunt or fish for themselves. It will provide a source of revenue for the fishermen who fish for the HTO and for the community. And finally, it will provide a consistent reliable freezer for not only the residents of the municipality but also for the HTO that is starting up its fish plant again in the near future.

The walk-in freezer will be built in the same location as the current freezer which is easily accessible by all community members. It is not far from the shoreline with easy access and delivery of fish or meat to the freezer.

# Indirect Benefits:

The new freezer will be bigger and more reliable than the current freezer. The community will be able to store more fish and meat for the community members. This will ensure food security for all community members, a national and territorial concern. With food security there are other benefits including but not limited to increased performance at school and work by community members.

# LICENSES:

The HTO has the required licenses to operate the walk-in freezer.

# COMMUNITY SUPPORT:

The HTO has support through the CED plan as well as from the ICISP. Both of which identify a new community freezer as a priority for the community. A support letter from the Hamlet is also included in this application.

# CONCLUSIONS & RECOMMENDATIONS:

This new facility will provide better service to the local fishermen and hunters as well as to the HTO. It will provide food security for community members. The new facility will be more reliable than the old freezer and will ensure that food is kept fresh longer and not lost to spoilage.

This new facility will have all regulations and signs for people to ensure the proper storage of their food items as well as rules and regulations about keeping the facility sanitary. The facility will be located centrally in the community and will continue to be easily accessible. The HTO will be responsible for the operations of the freezer and will collect their operating revenue from the Government of Nunavut. I recommend that the proposal and application requested for funding in amount of total **$288,825.50** (Two Hundred and Eighty-Eight Thousand, Eight Hundred Twenty-Five Dollars and Fifty Cents) under **the Nunavut Economic Foundations Fund,** to be approved from the Department of Economic Development & Transportation – Baffin Regional Office. And that the Country Food Distribution Program approve the request from the Municipality for $225,000 (Two Hundred and Twenty-Five Thousand Dollars) to cover the balance of the expenditure for the new community freezer.