

Proposal from *[Insert your Organization Name]* to
The Protected Areas Secretariat,
Environment and Conservation, Department of Indian and Northern Affairs
Canada
OR
Environment and Natural Resources, GNWT
For : *[Insert Project Title]*

A) PROJECT TITLE:

B) APPLICANT INFORMATION:

Please include contact name, mailing address, phone and fax.

C) PURPOSE OF WORK

Please include what you expect to achieve with this project and how it relates to the PAS steps. Please include the rationale for the work as appropriate.

For example:

To complete [*Step 1 'Identify Priority Areas of Interest'*] the [*community elders*] need to [*hold a workshop*] to [*identify important cultural areas*]. This workshop is an important part of Step 1 because [*the elders will be leaders in the PAS Planning Process*].

D) WORKPLAN

Please include deliverables and dates

E) PROPOSED BUDGET

Please provide a description of activities and deliverables with estimated cost. If applicable, show any other funding sources.

F) OTHER SUPPORT

Please detail any support you are requesting from the PAS Secretariat or PAS Team, other than funding.

G) PREPARED BY

Please provide the name of the person who prepared this proposal on behalf of applicant

H) PROPOSAL DATE

Please date of original proposal and any revisions as necessary

I) SIGNATURE BLOCK

Applicant's signature

Date

Covering letter

Please submit a covering letter that briefly summarizes:

- amount requested

- purpose of the work
- outcome/deliverables
- who to call for additional information