

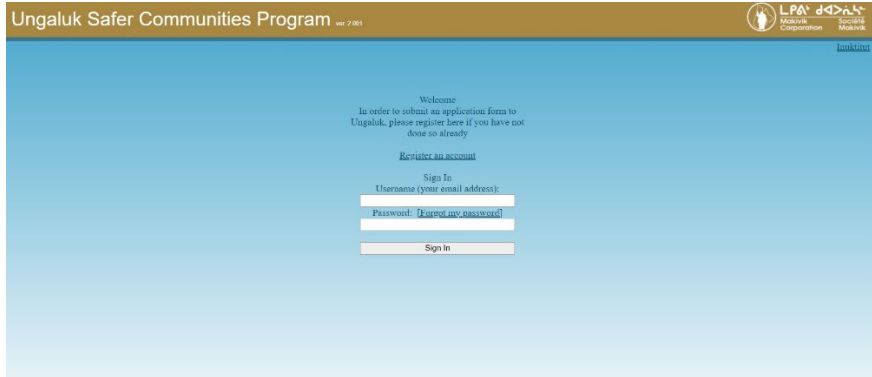
Ungaluk Safer Communities Program

How to fill out application online

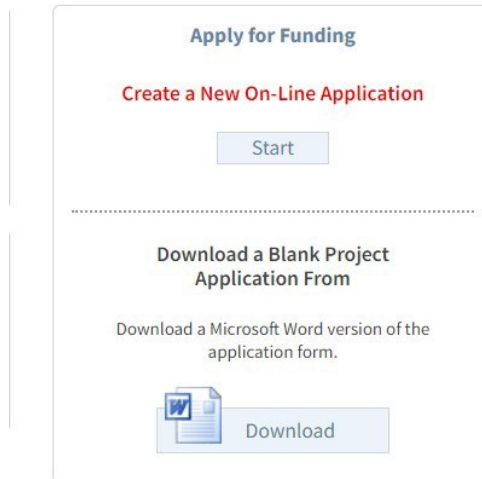
To start, go to: <https://ungaluk.makivvik.ca>

Register an account if you do not have one already. A verification link will be sent to the e-mail address you entered.

If you already have an account, please log in.

The screenshot shows the login page for the Ungaluk Safer Communities Program. The header is orange with the program name and logos for LPA, Makivvik Corporation, and Inuit Makivvik. The main content area has a blue gradient background. It includes a welcome message, a link to register an account, and a sign-in section with fields for username (email address) and password, followed by a sign-in button.

For a new project application, click here

The screenshot shows a box titled 'Apply for Funding'. Inside, there is a red link 'Create a New On-Line Application' with a 'Start' button below it. A horizontal dashed line separates this from the next section, 'Download a Blank Project Application From'. Below this, there is text 'Download a Microsoft Word version of the application form.' and a 'Download' button with a Word document icon.

(Or go to your saved project application, go to draft application if it is not finished and submitted yet.)

.....

Enter Date in 'Year-Month-Date' format YYYY-MM-DD (2025-05-01 for May 1, 2025)

Select Project Scope, Regional or Community-based, then select your community.

? **Project Scope**

☒ Regional-based ☐ Community-based ☐ Individual

Select the communities involved

- | | | | | |
|--|-------------------------------------|---------------------------------------|------------------------------------|--|
| <input type="checkbox"/> Chisasibi | <input type="checkbox"/> Inukjuak | <input type="checkbox"/> Ivujivik | <input type="checkbox"/> Quartaq | <input type="checkbox"/> Tasiujaq |
| <input type="checkbox"/> Kuujuaaraapik | <input type="checkbox"/> Puvirnituq | <input type="checkbox"/> Salluit | <input type="checkbox"/> Kangirsuk | <input type="checkbox"/> Kuujuaq |
| <input type="checkbox"/> Umiujaq | <input type="checkbox"/> Akulivik | <input type="checkbox"/> Kangirsujuaq | <input type="checkbox"/> Aupaluk | <input type="checkbox"/> Kangirsualujuaq |

Letters of support and resolutions

Please provide a letter of support for regional projects if representing an organization, or please provide a resolution for community-based projects. Please attach the letter of support or resolution to your application by using the **UPLOAD DOCUMENTS** button

***Important* Letters of Support and Resolutions are required.**

Please provide copies of your Resolution from your Sponsoring Organization, and Letters of Support from your Partner(s). Attach them in the Documents section of this application.

Do not forget to click ‘Save and Continue’. After each section

Goals

What is your Priority Goal of the Project? Please select one goal. If you have more than one, explain it in the Project Description section. To get more information, please see the guidelines.

| Summary | Application Form | Mid-Term Report | Final Report | Documents | Email | Payments | | | |
|---------------------|-----------------------|-----------------|--------------|-----------|-------------------|----------|------------|--------|--------------------|
| General Information | Goals | Target Groups | Description | Culture | Impacts / Results | Partners | Activities | Budget | Submit Application |

GOALS

UPLOAD DOCUMENTS

? **What is the priority goal of the project?**

Please select **ONLY ONE** goal. If your project includes more than one Ungaluk priority goal, you can explain it in the Project Description section.

| ORDER OF IMPORTANCE FOR UNGALUK | UNGALUK PRIORITY GOALS | |
|---------------------------------|---|----------------------------------|
| 1 (most important) | To reduce substance abuse and/or addiction(s) | <input checked="" type="radio"/> |
| 2 | To prevent violence and other crimes (adults and/or youth) | <input type="radio"/> |
| 3 | To promote social integration or reintegration (prevent offending or reoffending) | <input type="radio"/> |
| 4 | To address trauma and/or mental health problems | <input type="radio"/> |
| 5 | To assist victims of crime and/or violence | <input type="radio"/> |
| 6 | To build parental skills and/or encourage safe families | <input type="radio"/> |
| 7 | To prevent school drop-out and/or to promote educational or personal development opportunities* | <input type="radio"/> |
| 8 | To promote alternatives to and diversion from the criminal justice system | <input type="radio"/> |

*Personal Development includes activities that improve awareness and identity, develop talents and potential, build human capital and facilitate employability, enhance quality of life and contribute to the realization of dreams and aspirations.

Target Groups

Select only one.

And add the number of participants for each age group.

| Summary | Application Form | Mid-Term Report | Final Report | Documents | Email | Payments | | | |
|---------------------|------------------|-------------------------------|--------------|-----------|-------------------|----------|------------|--------|--------------------|
| General Information | Goals | Target Groups | Description | Culture | Impacts / Results | Partners | Activities | Budget | Submit Application |

TARGET GROUPS

UPLOAD DOCUMENTS

? Who is the target group in your project?

Please select ONLY one.

| ORDER OF IMPORTANCE FOR UNGALUK | UNGALUK TARGET GROUPS |
|---------------------------------|---|
| 1 (most important) | Individuals at risk: Crime(s) have not yet been committed but given the high risk environment they live in (family, social, economic, etc.) and/or past experience (trauma) and/or their way of life (heavy drinking, addiction, etc.) a crime could be committed soon and/or an individual could be at risk of victimization <input type="radio"/> |
| 2 | Individuals in difficulty: Crime(s) have not yet been committed and those individuals could be at risk of reoffending, and/or at risk of victimization <input checked="" type="radio"/> |
| 3 | Individuals gaining stability: No crime(s) have been committed but if those individuals do not get the support they need (social, professional, economic, etc.) they could reoffend <input type="radio"/> |
| 4 | No particular group of individuals targeted <input type="radio"/> |

<http://localhost:63804/appform.aspx>

How many participants from each age group will the project involve?

Please write the number of participants for each age group.

| | | | | | |
|-----------------|---------------------------------|-----------------|---------------------------------|-----------------|--------------------------------|
| 0-5 years old | <input type="text" value="0"/> | 16-20 years old | <input type="text" value="20"/> | 31-40 years old | <input type="text" value="0"/> |
| 6-10 years old | <input type="text" value="20"/> | 21-30 years old | <input type="text" value="0"/> | 40+ years old | <input type="text" value="0"/> |
| 11-15 years old | <input type="text" value="20"/> | | | | |

Description

Please respond to all of the following questions, to be considered for funding.

What issues is your project going to aim, target, and/or address?

What are the reasons, the causes of these issues?

Briefly explain your target group, Men? Women? Youth? Target Group you selected in the previous page/selection.

Briefly describe the project activities. What are the participants going to do?

What do you want your project to achieve?

How will it prevent crime?

How do you know it is needed in your community or the region?

| Summary | Application Form | Mid-Term Report | Final Report | Documents | Email | Payments | | | |
|---------------------|------------------|-----------------|-----------------------------|-----------|-------------------|----------|------------|--------|--------------------|
| General Information | Goals | Target Groups | Description | Culture | Impacts / Results | Partners | Activities | Budget | Submit Application |

DESCRIPTION

UPLOAD DOCUMENTS

Please provide a summary of the project. Please respond to all of the following to be considered for funding:

It should include the following:

- What issue(s) is your project going to address?
- What are the causes behind the issue(s)?
- Briefly explain your target group
- Briefly describe the project activities
- What are the main goals and objectives of the project (what do you want your project to achieve)?
- How will your project prevent crime?
- How do you know there is a need for this project in the community/communities or in the region?

Culture: Answer the question.

How does the project take into consideration Inuit values, Inuit traditional skills and/or Inuit language?

Impacts/Expected Results

What do you think will be the impact(s) of the project? Please explain by providing short-term and long-term expected results. You can use these in your work plan.

(What do you think the participants will gain in terms of priority goals you selected?)

| Summary | | Application Form | | Mid-Term Report | | Final Report | | Documents | | Email | | Payments | |
|---------------------|--|------------------|---------------|-----------------|---------|-----------------------------------|--|-----------|------------|--------|--------------------|----------|--|
| General Information | | Goals | Target Groups | Description | Culture | Impacts / Results | | Partners | Activities | Budget | Submit Application | | |

IMPACTS / RESULTS

UPLOAD DOCUMENTS

Long-term impact and expected results

i. What do you think will be the impact(s) of the project? Please explain by providing short, medium and long-term expected results. You can use these in your work plan.

? Short-term expected results

? Long-term expected results

ii. If you want to know what the project achieved and if it had an impact, it is important that project managers collect information during and sometimes after the project is completed. This helps to determine if changes are needed to improve the project.

? Step 1: If funded by Ungaluk, which expected results will you evaluate to determine if your project had an impact?

? Step 2: You will need to collect information to determine if you achieved the results you listed in Step 1. What tools will you use to collect the information?


If Funded by Ungaluk, Which expected results (**short-term** or **long term**) will you evaluate to determine if your project had an impact?

What tools will you use to collect information? What ways are you going to use to gather information, if your project had made a difference?

Partners

It is important to have at least 1 partner in the project.

Please attach Letters of Partnership Commitment from each partner. Each Letter should include the name of the partner, and the role of the partner in the project.



| Summary | Application Form | Mid-term Report | Final Report | Documents | Email | Payments | | | |
|---------------------|------------------|-----------------|--------------|-----------|-------------------|----------|------------|--------|--------------------|
| General Information | Goals | Target Groups | Description | Culture | Impacts / Results | Partners | Activities | Budget | Submit Application |

PARTNERS UPLOAD DOCUMENTS

? E. Work in partnership and Letters of Partnership Commitment

It is important that there is AT LEAST 1 (ONE) partner in the project. A partner is someone from another organization or an individual in a community or at the regional level who is involved in a project activity.

Please attach Letters of Partnership Commitment from each partner to this application using **UPLOAD DOCUMENT** button located in the top right corner of this form. Each letter should include: the name of the partner and the role of the partner in the project.

You can only list 3 partners in the application form. If you have more than 3 partners, list the first three below and then upload all the letters of partnership commitment for those three and any additional partners you have.

Partner 1

| | |
|---|--|
| Name of primary contact person | Organization |
| <input type="text" value="Velese nungak"/> | <input type="text" value="Company 'A'"/> |
| Address (provide the entire address, not just P.O. Box) | List the specific role of the partner |
| <input type="text" value="Po box KangrsukJ0m 1A0"/> | <input type="text" value="Provide equipment for outings"/> |
| | Email |
| | <input type="text" value="veL_nun2004@hotmail.com"/> |
| | Phone Number |
| | <input type="text" value="819-935-4321"/> |

Partner 2

| | |
|---|---------------------------------------|
| Name of primary contact person | Organization |
| <input type="text"/> | <input type="text"/> |
| Address (provide the entire address, not just P.O. Box) | List the specific role of the partner |
| <input type="text"/> | <input type="text"/> |
| | Email |
| | <input type="text"/> |

Activities

What are the planned activities of the project? Please fill out the work plan below.

| Summary | Application Form | Mid-term Report | Final Report | Documents | Email | Payments | | | |
|---------------------|------------------|-----------------|--------------|-----------|-------------------|----------|----------------------------|--------|--------------------|
| General Information | Goals | Target Groups | Description | Culture | Impacts / Results | Partners | Activities | Budget | Submit Application |

ACTIVITIES

UPLOAD DOCUMENTS

? What are the planned activities of the project? Please fill out the work plan below.

| | |
|------------------|-----------------|
| Planned Activity | Camping/hunting |
| Timeline | March to May |

Save Changes

Remove

| | |
|------------------|---------------|
| Planned Activity | Sewing tents |
| Timeline | april to june |

Save Changes

Remove

Add Activity

Explanation of each category in the work plan:

Planned Activity

List IN DETAIL all of the activities in the project. Examples of activities are: recruit 20 participants, hire a coordinator, organize a workshop on substance abuse, etc.

Timeline

Provide dates for each activity

If you would like to attach any additional documents, please use the UPLOAD DOCUMENTS button in the right top corner of this form, and select document category Additional documents.

List in Detail all of the activities in the project.

Timeline: Provide Dates for each activity, example: Recruit participants May 5-10, 2025.

Budget

Fill out the form for Salaries:

Job title, # of people, # of weeks, Hours per week, Hourly Rate, Benefits Insurance

It will automatically give you the total amount, but you need to put your request amount.

For Travel (if your project has it)

Select Travel Type, Enter Activity, # of People, # of Days, Amount per person per day.

Enter your amount request. (Preferably in exact percentage, 60%, 50% of total cost)

Same with Material, Infrastructure and Other costs. Fill out all fields and request amount.

BUDGET

UPLOAD DOCUMENTS

Please read the "Guidelines" (available on the Ungaluk webpage) before filling out the budget sheet. **Please save your work before leaving this page.**

| Expenses | Revenues | | | | | | |
|------------------------------|--------------------------------|---------------------------------|---------------------------------|---------------------------------|--------------------------------|-------------|---|
| Salaries and Benefits | | | | | | | |
| Job Title | # People | # Weeks | Hours Per Week | Hourly Rate | Benefits/ Insurance | Total Costs | Amount Requested from Ungaluk |
| Animators | <input type="text" value="3"/> | <input type="text" value="52"/> | <input type="text" value="16"/> | <input type="text" value="25"/> | <input type="text" value="0"/> | \$62,400.00 | <input type="text" value="\$1,200.00"/> Remove |
| Coordinator | <input type="text" value="1"/> | <input type="text" value="52"/> | <input type="text" value="20"/> | <input type="text" value="30"/> | <input type="text" value="0"/> | \$31,200.00 | <input type="text" value="\$15,600.00"/> Remove |
| | <input type="text" value="0"/> | <input type="text" value="0"/> | <input type="text" value="0"/> | <input type="text" value="0"/> | <input type="text" value="0"/> | \$0.00 | <input type="text" value="0"/> Remove |
| Add Line | | | | | | | |

| Travel | | | | | | | |
|--|---------------|--------------------------------|---------------------------------|----------------------------------|-------------|---|--|
| Travel Type | Activity | # People | # Days | Amount Per Person Per Day | Total Costs | Amount Requested from Ungaluk | |
| <input type="text" value="Staff Transport"/> | Rental skidoo | <input type="text" value="3"/> | <input type="text" value="52"/> | <input type="text" value="200"/> | \$31,200.00 | <input type="text" value="\$23,400.00"/> Remove | |
| <input type="text" value="Staff Transport"/> | | <input type="text" value="0"/> | <input type="text" value="0"/> | <input type="text" value="0"/> | \$0.00 | <input type="text" value="0"/> Remove | |
| Add Line | | | | | | | |

| Materials | | | | | | |
|--------------------------|---------------|---------------------------------|--------------------------------|---------------------------------|-------------|---|
| Material | Activity/Type | # Items | # Days | Amount Per Item Per Day | Total Costs | Amount Requested from Ungaluk |
| Activity Supplies | Camping | <input type="text" value="60"/> | <input type="text" value="1"/> | <input type="text" value="50"/> | \$3,000.00 | <input type="text" value="\$3000.00"/> Remove |
| | | <input type="text" value="0"/> | <input type="text" value="0"/> | <input type="text" value="0"/> | \$0.00 | <input type="text" value="0"/> Remove |
| Add Line | | | | | | |

Revenues

This section is important to be filled out. Funds will not be provided for projects requesting 100% of their budget from the Ungaluk Program as per guidelines.

| | | | | | | | | | |
|---------------------|-------|---------------|-------------|---------|-------------------|----------|------------|--------|--------------------|
| General Information | Goals | Target Groups | Description | Culture | Impacts / Results | Partners | Activities | Budget | Submit Application |
|---------------------|-------|---------------|-------------|---------|-------------------|----------|------------|--------|--------------------|

BUDGET UPLOAD DOCUMENTS

Please read the "Guidelines" (available on the Ungaluk webpage) before filling out the budget sheet. **Please save your work before leaving this page.**

| Expenses | Revenues |
|----------|----------|
|----------|----------|

| | Description | In-kind | Amount |
|--|------------------|---------|-------------|
| Organizational contribution Please describe and provide the total amount (in-kind or amount) provided by your organization/institution | | | \$0.00 |
| Confirmed Revenue from other organizations Please provide the name(s) of contributor(s) and describe and provide the total amount (in-kind or amount) from other contributions to the project. | Organization 'A' | | \$20,000.00 |
| Potential revenue from other organizations Please provide the name(s) of contributor(s) and describe and provide the total amount (in-kind or amount) from other contributions to the project. | Organization 'B' | | \$10,000.00 |

Please provide the names of contributors

Organizational Contribution: Provided by your Organization.

Confirmed Revenue from other Organizations: Funds that you requested that are confirmed.

Potential Revenue from other Organizations: Funds that you requested and awaiting response.

Submit Application

Checklist

Information that appears in the table below shows which sections of your application are complete/incomplete. You cannot submit your application until all the required information is provided. **Please review carefully and make the necessary updates.**

[General Information](#) | [Goals](#) | [Target Groups](#) | [Description](#) | [Culture](#) | [Impacts / Results](#) | [Partners](#) | [Activities](#) | [Budget](#) | [Submit Application](#)

SUBMIT APPLICATION

Checklist

The information that appears in the table below indicates which sections of your application are complete/incomplete. You cannot submit your application until all required information is provided. Please review carefully and make the necessary updates.

| Section | Complete |
|---------------------|----------|
| General Information | |
| Goals | |
| Target Groups | |
| Description | |
| Culture | |
| Impacts / Results | |
| Partners | |
| Activities | |
| Budget | |

Signature

The information in this application form is accurate and complete.

I acknowledge that should this project be approved for funding, I will be required to enter into a formal agreement which will outline the terms and conditions.

Name and title of signing authority (Project Manager)

Organization/Institution Name

Date

Submit Application

Once your application has been validated and signed, click on the Submit Application button to send your application for review. Please note that once your application is submitted, you will not be able to edit its content.

[Submit Application](#)