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**British Columbia South Peace Mackenzie
Economic Diversification and Stabilization Trust (SPMTrust)**

Project Number: SPMT-M-007

Via email: info@districtofmackenzie.ca

July 18, 2023

Diane Smith
District of Mackenzie
1 Mackenzie Boulevard
Mackenzie, BC V0J 2C0

Dear Diane Smith:

RE District of Mackenzie Relocation Package

This letter is to inform you that your proposal to the BC South Peace Mackenzie Economic Diversification and Stabilization Trust (SPMTrust) was considered at the July 18, 2023 meeting of the Mackenzie Regional Advisory Committee of the SPMTrust and has been approved for assistance under the SPMTrust. The Mackenzie Regional Advisory Committee has recommended the provision of a \$14,440.00 non-repayable contribution to your organization for completion of your project. This funding will be provided under the following terms and conditions:

1. Confirmation satisfactory to the Trustee within 90 days that all matching funding for the project has been committed by the funding partners identified in the proposal, or are provided from another source;
2. Execution by the Trustee and the District of Mackenzie of a Funding Agreement, a copy of which will be sent to you by email for your review;
3. The contribution to the District of Mackenzie to support the District of Mackenzie Relocation Package will be an accountable advance, and be disbursed in amounts that are consistent with the stage of the project being undertaken;

4. The District of Mackenzie will be required to provide an accounting of how the funds were spent that closely matches the projections in the project proposal. Once documentation demonstrating appropriate use of the funds has been received, your obligations will be considered to have been fulfilled; and
5. All other standard administrative conditions and controls to be applied by the SPMTrust on the project.

I wish you success in your project and will be in touch with you shortly to finalize the terms for the contribution.

Yours truly,

A handwritten signature in cursive script, appearing to read "Eric van Soeren".

Eric van Soeren
Trustee