

## GRANT APPLICATION FOR REGULAR FUNDING

**\*Please read Information for Applicants prior to completing this form**

**IMPORTANT:** If you only have ADOBE Acrobat Reader, you will not be able to save this form. Ensure you print this form upon completion and before exiting the form. This form is set up with automatic formulas. The formulas will only work with the latest version of ADOBE Acrobat Reader.

### Part I

Applicant Information (Please have the Project Manager complete this section)

Are you applying as a (please check one):

Society # \_\_\_\_\_  Charity # \_\_\_\_\_  Registered Business # \_\_\_\_\_  Agency  Individual  
(DFO, WLAP, etc.)

Applicant's Legal Name: \_\_\_\_\_

GST #: \_\_\_\_\_ WCB #: \_\_\_\_\_ Applicant is in good standing with WCB  Yes  No

Mailing Address: _____ City: _____ Prov: _____ Postal Code: _____	Address for Courier Deliveries: _____ City: _____ Prov: _____ Postal Code: _____
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Project Manager: \_\_\_\_\_ Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

### Project Identification

Project Name: \_\_\_\_\_

Primary Watershed: \_\_\_\_\_ BC Hydro Generation Facility Name: \_\_\_\_\_

This project is of most benefit to:  Fish or  Wildlife (check only one)

### General Project Funding Information

Total Project Value: \_\_\_\_\_ x  
 (enter \$ amount from Budget Summary table)

Amount Requested from the BCRP: \_\_\_\_\_ x  
 (enter \$ amount from Budget Summary table)

Is this project a result of a previous BCRP:  Seed Grant in \_\_\_\_\_ yr. or  Regular Grant in \_\_\_\_\_ yr.  No

If yes, please list BCRP File #(s): \_\_\_\_\_ Amount (s) of Funding Received: \_\_\_\_\_

Is this grant application a resubmission of a past application  Yes, when \_\_\_\_\_ yr.  No

**Permitting/Approvals**

Who is the landowner(s)? \_\_\_\_\_

List the permits and approvals required:

Permit or letter of approval attached (Yes/No)

<i>e.g. Landowner Permission, collection permits, permits from agencies, etc.</i>	Yes

**Start and Completion Dates**

Project Start Date: \_\_\_\_\_ Project End Date: \_\_\_\_\_

List Specific Project Deliverables:

Will this project require longer term maintenance?  Yes  No

If yes, who will be responsible for this? \_\_\_\_\_

**Milestones**

Break the project into discrete sequential tasks, and provide the expected task completion date.

Task	Completion Date
<i>e.g. Site preparation and contracting</i>	<i>May 30 200X</i>



Item	Details	# of Units	Unit Cost	Total Cost	BCRP Contribution
Materials & Equipment Sub-Total B					

**Administration Costs**

- Administration Costs include payroll processing, contracting, project budgeting, invoicing, office space, insurance, office supplies, office equipment rental or purchase, camera, telephone, fax, computers, software, printers, cell phones, photocopies, printing, training, courier, postage, etc.

Item	# of Units	Unit Cost	Total Cost	BCRP Contribution
<i>e.g. Rental of computer</i>	<i>4.5 months</i>	<i>450/month</i>	<i>2,025</i>	<i>1,000</i>
Administration (Total BCRP Contribution to Administration is not to exceed 5% gov't and 10% non-gov't of the BCRP Contribution's for A+B) Sub-Total C				

TOTAL EXPENSES	TOTALS (calculated from Lines A+B+C)	D	E
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**REVENUES**

- The term revenue is defined here to include cash, in-kind and volunteer contributions.

Non-BCRP Revenue Sources	Letter of Confirmation Attached	Cash	In-Kind	Volunteer	TOTAL
<i>e.g. Y Corporation</i>	<i>Yes</i>	<i>3,000</i>			<i>3,000</i>
Non-BCRP Totals					
BCRP Funding Revenue (from Box E)					+
Total Revenue (should equal Total Expenses from Box D)					

Multiyear Project

If applicable, estimate budget requirements for future years. Provide details of future year estimate on separate page

Budget Details	BCRP Contribution	(Other) Cash Contribution	In-Kind Contribution	Volunteer Contribution	Total Cost
1. Current Year					
2.					
3.					
4.					
5.					
6.					
7.					
Total					

Performance Measures

Using the performance measures applicable to your project, please indicate the amount of habitat anticipated to be restored/enhanced for each of the specified areas (e.g. riparian, tributary, mainstream). The same table will be used in the final report to summarize project results.

Performance Measures - Target Outcomes												
Project Type	Primary habitat benefit targeted of project (sq.m.)	Primary Target Species	Estuarine	In-stream Habitat - Mainstream	In-stream Habitat - Tributary	Riparian	Reservoir Shoreline Complexes	Riverine	Lowland Deciduous	Lowland Coniferous	Upland	Wetland
<b>Impact Mitigation</b>												
Fish passage technologies	Area of habitat made available to target species											
Drawdown zone revegetation/stabilization	Area turned into productive habitat											
Wildlife migration improvement	Area of habitat made available to target species											
Prevention of drowning of nests, nestlings	Area of wetland habitat created outside expected flood level (1:10 year)											
<b>Habitat Conservation</b>												
Habitat conserved – general	Functional habitat conserved/replaced through acquisition and management											
	Functional habitat conserved by other measures (e.g. riprapping)											
Designated rare/special habitat (subset)	Rare/special habitat protected											
<b>Maintain or Restore Habitat forming process</b>												
Artificial gravel recruitment	Area of stream habitat improved by gravel placement											
Artificial wood debris recruitment	Area of stream habitat improved by LWD placement											
Small-scale complexing in existing habitats	Area increase in functional habitat through complexing											
Prescribed burns or other upland habitat enhancement for wildlife	Functional area of habitat improved											
<b>Habitat Development</b>												
New habitat created	Functional area created											

Certification

I certify that the information provided in this application, including all attachments, is accurate to the best of my knowledge and that I am authorized to sign on behalf of the stated organization.

Signature: \_\_\_\_\_  
 (Authorized Signator)

Date: \_\_\_\_\_

Name: \_\_\_\_\_  
 (Print Name)

For more information visit: [www.bchydro.com/bcrp](http://www.bchydro.com/bcrp)

## Part II – Project Proposal

### Project Proposal

Items 1 – 3 below must not exceed six pages.  
Proposals exceeding this length will not be considered.  
All proposals must be typed and contain the following:

#### 1. Site Description

- a) Specific location of the project site.
- b) Habitat and/or biophysical description.

#### 2. Project Description

##### a) General Description

Briefly describe the proposed project, the rationale for undertaking it and how it will be accomplished.

##### b) Applicability to Program Objectives.

Describe how the proposed project will:

1. Address the footprint impact and limiting factor(s) identified by the Strategic and Watershed Plans.
2. Includes the value-added criteria of: community outreach, co-funding partnerships, in-kind contributions and volunteer involvement.

##### c) Monitoring Plan

A short-term monitoring plan is required within the proposed project time frame. Describe how you will determine and report on whether project objectives have been achieved for Program Objectives 1 and 2 in b) above.

##### d) Risks and Benefits

Include a statement of the risk of potential negative impacts and potential positive benefits on non-target environmental components (fish, wildlife and their habitats) and heritage resources.

##### e) Literature Cited

Include any literature cited in the preparation of your proposal.

#### 3. Communication Plan

State how you intend to communicate information about your project (e.g. press and other news media, publications, signage etc.). See Application for Funding [sign and logo guidelines](#).

## Part III – Supporting Documentation

#### 1. Map & Site Sketch

Include a map (8 ½ x11 inches) that shows the project site in relation to known geographic features and a sketch that describes the proposed works.

#### 2. Letters of Support

Letters stating support of the proposed project are required as an attachment to the application from:

- 1) The First Nations whose territory the project is located in.
- 2) The agency(ies) who have regulatory authority over the management of the target species (e.g. Department of Fisheries and Oceans, Canadian Wildlife Service, Ministry of Water, Land and Air Protection, etc.).
- 3) A respective public or community organization who may be directly affected.

These letters must be on letterhead if applicable, be signed, and dated the same year as the application. The letters should clearly state whether or not the party has read the application and visited the site. Letters of support will no longer be accepted under separate cover or after the deadline. Only with valid written justification received one month in advance of the deadline, will exceptions be made to this rule.

#### 3. Safety Plan

If the proposed project includes field work, then the application must include a Safety Plan. [See Safety Precautions](#), [Suggested Safety Plan Contents](#) and [Safety Protocol](#).

#### 4. Credentials and Qualifications

Submit credentials and/or qualifications of all persons involved with the proposed project (e.g. project manager, administrator, site supervisor, contractors, etc.). Maximum of 5 lines/person.

If you have not received BCRP funding in the past, please list the last 3 projects for which you (the Applicant) have received funding (if any).

For more information visit: <http://www.bchydro.com/bcrp>