

FUNDING APPLICATION REVIEW PROCESS

1. EVALUATION AND REVIEW

Evaluating Funding Applications

The FWCP Technical Committees and regional Boards consider the following when evaluating each funding application for a proposed project:

1. alignment with Action Plan priorities;
2. alignment with applicable regional priorities;
3. technical merit;
4. deliverables and project outcomes;
5. team qualifications and past experience;
6. community engagement and communications/outreach; and
7. cost-effectiveness.

In the FWCP-Peace, the First Nations Working Group will review each funding application and, in addition to evaluating applications from an ecosystem-value perspective, will consider the following when evaluating proposed projects:

1. effective communication with First Nations about the project prior to proposal submission;
2. partnership, training or participation opportunities; and
3. recognition and inclusion of cultural values and traditional knowledge.

In each Action Plan, every action has been assigned a priority of '1' (highest), '2' or '3'. During the evaluation of funding applications a proposed project that aligns with a priority '1' action will be awarded more points, and a proposed project for a priority '2' or '3' action will receive fewer points.

Additional points will be awarded during the evaluation process to applications that address one or more of three specific FWCP-Columbia priorities.

Application Review Process

Prior to the final review by the regional Board in each region, funding applications for proposed projects are reviewed by the Program Office, Fish and Wildlife Technical Committees and a First Nations Working Group (in FWCP-Peace Region only). This review includes FWCP's agency partners (e.g. the Province, DFO and BC Hydro), First Nations and public stakeholders. Each funding application will go through the following three-stage review process.

Stage 1 *Review by Program Office*

Each FWCP Program Manager and the FWCP administrator will review funding applications to ensure they are complete and for general alignment with regional conservation priorities.

Stage 2 *Review by Regional Committees*

Fish and Wildlife Technical Committees in each region will review each funding application for technical merit. In the FWCP-Peace Region, the First Nations Working Group will also review each funding application. Each Board receives the results of these reviews to assist Board members in their review during Stage 3.

Stage 3 *Review by Regional Boards*

The three regional Boards review each funding application for the proposed projects to be delivered in their region. The Boards consider the results of Stage 1 and 2 evaluations. The Boards make the final decisions to approve funding for proposed projects in each region.

2. NEXT STEPS FOR APPROVED FUNDING APPLICATIONS

All funding applicants will be notified ASAP but no later than March 2015. If your funding application is approved, please be prepared to meet the following insurance requirements and be aware of expected reporting and payment schedule.

Insurance & Liability Requirements

Successful applicants must comply with minimum insurance requirements and provide a copy of WCB Registration, Commercial General Liability Insurance and vehicle insurance with prior to finalizing a funding Contribution Agreement.

The applicant's Commercial General Liability Policy shall add BC Hydro as an additional insured in respect of covered liability arising out of Recipient's Project work.

Progress Reports and Payment Schedule

A fully executed Contribution Agreement between FWCP (BC Hydro) and the proponent must be in place prior to payment. Payment of funding will be in installment payments. We do not require – or accept – invoices, however, we do require a statement of accounts to be submitted with each Progress Report.

The proponent will be paid:

- a. 30% of total project costs upon executing a Contribution Agreement;
- b. 30% of total project costs upon receipt of the first Progress Report and Statement of Account 30%;
- c. 20% of total project cost up receipt of second Progress Report and Statement of Account; and
- d. 20% - the final payment upon receipt of Final Report and Statement of Account (See Clause 3 of the Contribution Agreement).

Term of Project

Contribution Agreements do not commence until April 1, 2015 or later, as specified in the Contribution Agreement. Project completion date is March 31, 2016, unless otherwise specified in the Contribution Agreement.