

ENGLISH - NHCP-LTCF - Small Grants Program_Year 1 - 2019/2020

Wildlife Habitat Canada / Habitat Faunique Canada

Introductory Information

This is the Application Form process is for **small projects** under the NHCP-LTCF program, only. This Application Form process is to be completed only for projects with a monetary ask of **between \$2,000.00 and \$20,000.00. for other associated costs (not including land securement)**. If your project ask does not fall within this range or funds are to be used for securement of land(s), please complete the Large Grant Application Form process.

Welcome to the NCHP-LTCF Application Form process (Small Grants) for year 1 funding consideration! Application submission for subsequent program years (2,3 and 4) will also be done via this online system.

In an effort to provide support to land trusts in successfully engaging with the Land Trusts Conservation Fund, the Ontario Land Trust Alliance, the Land Trust Alliance of British Columbia and the Réseau de milieu naturels protégés have been enlisted to provide support and feedback in the development of project plans and funding applications for the program. If this support is of interest to you and you have not already done so, we encourage you to contact your regional representative directly:

- Alison Howson, Executive Director – Ontario Land Trust Alliance (supporting land trusts in Ontario and Atlantic Canada (English speaking))
- Marilou Bourdages, Executive Director – Réseau de milieu naturels protégés (supporting land trusts in Quebec and Atlantic Canada (French speaking))
- Paul McNair, Executive Director – the Land Trust Alliance of British Columbia (supporting land trusts in British Columbia, Alberta, Manitoba and Saskatchewan)

Please ensure your organization meets all the criteria below (see **Guidelines, Appendices and Glossary – Small Grants**) before proceeding. If not, your organization cannot apply to the Natural Heritage Conservation Program-Land Trust Conservation Fund. Only one project should be submitted per Application Form. Furthermore, given the short timelines in year one of this program and in support of timely transfer of funds and successful project completion, it is strongly advised that only the most established project(s) be presented.

Section 1 - Acknowledgement of Program Requirements

The organization has read, acknowledges and agrees to the requirements in the NHCP-LTCF Guidelines, Appendices and Glossary 2019-2020 – Small Grants.

Program Guidelines, Appendices and Glossary 2019-2020 - Small Grants

*

Choices

Yes

No

The organization is willing to sign a Funding Agreement with NCC in order to receive payment – Please review the below Funding Agreement Template as a fully signed agreement is a requirement for funding eligibility.

Funding Agreement Template (General)

*

Choices

Yes

No

The organization is a Canadian Land Trust*

Choices

Yes

No

The organization is a registered Canadian Charity*

Choices

Yes

No

Please record your organization's Charitable Registration Number below:*

Character Limit: 50

The organization has adopted, is in compliance with or working towards substantial compliance with the CLT Standards and Practices 2019

CLT Standards and Practices 2019

*

Choices

Yes

No

Section 2 - Project Details

Administration Details*

Land trust name:

Character Limit: 100

Contact name /position:*

Character Limit: 150

Contact email:*

Character Limit: 254

Contact phone number:

Character Limit: 14

Project Name:*

Character Limit: 150

Grant Request and Match*

Grant request amount: (note: maximum grant is \$20,000.00)

Character Limit: 20

Total Matching Funds (including eligible cash and in-kind matching contributions):*

Character Limit: 20

Amount of match dollars (cash and in-kind) yet to be raised prior to project deadline:*

Character Limit: 20

Ratio of Total Match to Grant Request: (Note: Match ratio must be at least 2:1 (\$2.00 of matching funds for every \$1 of grant requested).*

Character Limit: 6

Property name:*

Character Limit: 100

Province where the land is located:*

Character Limit: 100

Property address:*

Character Limit: 100

UTM Coordinates and UTM Zones:*

UTM Coordinates and UTM Zones:*

Please upload a file containing the spatial information using one of the following options:

Option 1): GIS spatial data that contains the boundaries and name of the parcel included in the property. Acceptable formats are ESRI file geodatabases, ESRI layer packages or shapefiles;

or

Option 2): A table or spreadsheet with the Northing and Easting coordinates and corresponding name for the parcel vertices of the property, UTM zone and datum. Acceptable formats are word documents, excel spreadsheets, rich text format or pdfs

File Size Limit: 5 MB

Property identification number (if applicable):

Character Limit: 20

Project Ecoregion and/or Natural Subregion:

Character Limit: 150

Project hectares:*

Character Limit: 10

Securement type(s):*

Choices

Fee Simple Purchase

Conservation Easement/Agreement

Is the project an Ecological Gift?*

Choices

Yes

No

Under which conservation plan does the project property fall?

*

Choices

NCC Natural Area Conservation Plan (NACP)

North American Waterfowl Management Plan (NAWMP)

Other Federal, Provincial or Territorial government plan

Other science based plan developed by the land trust

N/A - See Conservation Plan rationale (below)

If using either of the below plans:

- Other Federal, Provincial or Territorial government plan; or,
- Other science based land trust conservation plan

Please provide the name of the conservation plan and the link to the current document (if no link is available upload the plan below):

Character Limit: 200

Upload a copy of the Other Federal, Provincial or Territorial government plan, OR, the Other science based land trust conservation plan, if applicable:

File Size Limit: 5 MB

If none of the above conservation plans apply, please upload the project's conservation plan rationale (case for conservation), below:

File Size Limit: 3 MB

PA or OECM?*

Is the project either a PA or OECM as defined below?

- **Protected Area (PA):** A Protected Area is "a clearly defined geographical space, recognized, dedicated and managed, through legal or other effective means, to achieve the long-term conservation of nature with associated ecosystem services and cultural values." (One with Nature definition, 2019).
- **Other Effective area-based Conservation Measure (OECM):** An OECM is broadly defined as "a geographically defined area other than a Protected Area, which is governed and managed in ways that achieve positive and sustained long-term outcomes for the in-situ conservation of biodiversity, with associated ecosystem functions and services and where applicable, cultural, spiritual, socio-economic, and other locally relevant values." (One with Nature definition, 2019).

Choices

PA

OECM

Upload the following supporting documents:

A <https://whc.org/lctcf/parcel> grid of the property.*

File Size Limit: 3 MB

Upload a parcel map, clearly illustrating the boundaries of the parcel.*

File Size Limit: 5 MB

Ecological Significance*

Is the land in an ECCC Priority Place?

Choices

Yes

No

If yes, which one?

Character Limit: 250

Being within an ECCC Priority Place does not on its own qualify a project as it must also meet at least one of the criteria below. Also, projects do not have to be within an ECCC Priority Place if they can clearly demonstrate that they support one or both of the criteria below.

Does the land meet national or provincially significant ecological criteria?*

Choices

Yes

No

If yes, which plan or criteria?

Character Limit: 2000

Does the land protect habitat for species at risk (per Schedule 1 of the federal Species at Risk Act, COSEWIC-listed species or provincially listed species and ecosystems, or habitat for migratory birds)?*

Choices

Yes

No

If yes, please list the species at risk:

Character Limit: 2000

Section 3 - Project Information

Is this a closed project (completed after April 1, 2019) for which you are seeking reimbursement?*

Choices

Yes

No

If no, please indicated the anticipated closing date:

Character Limit: 10

Does this project involve multiple landowners?

(Involvement of 3 or more landowners in one project necessitates discussion with WHC, in order to assess project eligibility)*

Choices

Yes
No

If yes, please include the rationale as to why the number of multiple landowners is essential for project success: (max 200 words)

Character Limit: 2000

Any proposed joint title ownership involves only organizations that meet the Qualifications noted directly above or are government departments/ agencies carrying out similar work in Canada.*

Choices

Yes
No
N/A

Any proposed transfer of land(s) after closing to a 3rd party would be to an organization that meets the qualification requirements of the NHCP-LTCF program.*

Choices

Yes
No
N/A

All eligible project expenditures will/have been incurred between April 1, 2019 and March 31, 2020.*

Choices

Yes
No

*

Choices

This proposal does not include a multi-year funding ask

The applicant is the entity receiving Program Funds and is or will be in whole or in part on title at the time of closing or signatory to the conservation agreement. In the case of a cross-border project in partnership with American Friends of Canadian Land Trusts or American Friends of Canadian Nature, the applicant is the entity receiving Program Funds and title will be held or conservation easement signed by the applicable cross-border partner.*

Choices

Yes
No

The property will be/was free of financial encumbrances (except for existing normal course encumbrances) at time of title transfer.*

Choices

Yes

No

Please identify/explain any financial encumbrance currently on the proposed project land, to be removed prior to title transfer:

Character Limit: 2000

Given program requirements regarding Stewardship Endowment Fund (SEF) (see Small Grant program guidelines for all details pertaining to SEF requirements), does your organization have a SEF process in place, for which proof in at least one of the below forms, can be provided, if requested?:

- an SEF policy, or;
- SEF board resolution, or;
- a letter from a senior officer of the applicant organization, stating the existence and operation of an SEF process.

*

Choices

Yes

No

Please upload the Agreement of Purchase and Sale, or Option to Purchase or Letter of Intent, as applicable:*

File Size Limit: 5 MB

Section 4 - Project Budget

Below is the link to a **Project Budget Template**, which should be filled out with reimbursable expenses associated with the securement of NHCP-LTCF funding. Please review the NHCP-LTCF Small Grant Guidelines, Appendices and Glossary 2019-2020 **Chart 1 – Eligibility of Expenses**, to see which expenditures are eligible for reimbursement and as match.

NHCP 2019-2020 Project Budget Template

Please upload a copy of your Project Budget, below:*

File Size Limit: 5 MB

Section 5 - Signing Authorization

Binding of Organization (signature)**

I hereby agree to all conditions and mandatory grant requirements as recorded in the Guidelines pertaining to the NHCP – LTCF Small Grant program. I hereby confirm that I have the authority to bind the Organization. All known risks, liabilities and/or conflicts of interest have been disclosed and this Application Form accurately represents the nature of the project.*

Choices

I hereby confirm that the above statement is true and I have the authority to bind the Organization.

Signature**

Please type name below:

Character Limit: 100

Electronic Date**

Please record date of submission below:

Character Limit: 50