



COLUMBIA REGION GUIDANCE FOR GRANT APPLICANTS 2022

Our annual grant intake is now open. For a project starting as early as April 1, 2023, an optional notice of intent submission is due **Friday September 9, 2022**, followed up by a full grant application on or before **Friday, October 28, 2022**.

If you're applying for an FWCP grant in fall 2022, start by reading this document with information about:

- FWCP grants available.
- Deadlines and key dates for 2022/2023.
- Guidance, priorities, and mandatory requirements for all grant applicants.
- What we're looking for in a grant application.
- How grant applications are evaluated.

Complete your grant application [online](#).

Learn more about our grants! Join us for an online information session.	
Wednesday, August 24, 2022 1–2 p.m. PT 2–3 p.m. MT	INTRODUCTION TO THE COLUMBIA REGION'S NEW OPTIONAL NOTICE OF INTENT (NOI) PROCESS Register now. Our Columbia Region board is working to strengthen engagement of First Nations and we're asking for your help. We're trying something new this year and are encouraging grant applicants to take part in an optional NOI process that supports early engagement with interested First Nations. Join our online information session to learn more about this opportunity.
Tuesday, October 4, 2022 1–2 p.m. PT 2–3 p.m. MT	OVERVIEW OF OUR GRANTS AND ACTION PLANS Register now. Find out what grants we offer and how to align your project idea with our regional action plans. Get answers to your questions and tips to help you succeed!

Questions? Get in touch.

FWCP@bchydro.com

COLUMBIA REGION GUIDANCE FOR GRANT APPLICANTS 2022

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OUR GRANT INTAKE CYCLE – DEADLINES AND KEY DATES

Please note that although the key steps in our application process and project cycle are the same from year to year, the specific deadline dates vary.



WHO MAY APPLY?

Eligible grant applicants include Indigenous Nations, communities, and businesses, consultants, agencies, non-government organizations, individuals, and academic institutions.

All grant applicants must be able to provide:

1. a WorkSafeBC clearance letter; and
2. proof of commercial general liability.

WHAT GRANTS ARE AVAILABLE FROM THE FWCP?

1. Seed grants

Use our seed grant to grow your idea. Seed grants are aimed at helping you explore the feasibility of your project idea and could be the first step towards developing a larger project. **Up to a maximum of \$5,000** is available from the FWCP for seed grants that align with our regional action plans.

Seed grants are intended to offset costs to fill information gaps, explore project feasibility, and prepare technical information to support a large grant application in a subsequent year.

2. Large grants

If you are **ready to implement a proposed project** that aligns with our regional action plans, **apply for a large grant** regardless of the total cost. The total project cost includes funding from all sources, including, but not limited to, the FWCP, other funders (if any), the total value of all in-kind contributions (if any), and applicable taxes.

You will be asked to submit a written project proposal (maximum six pages) as part of your online grant application.

WHAT PROJECTS ARE ELIGIBLE FOR AN FWCP GRANT?

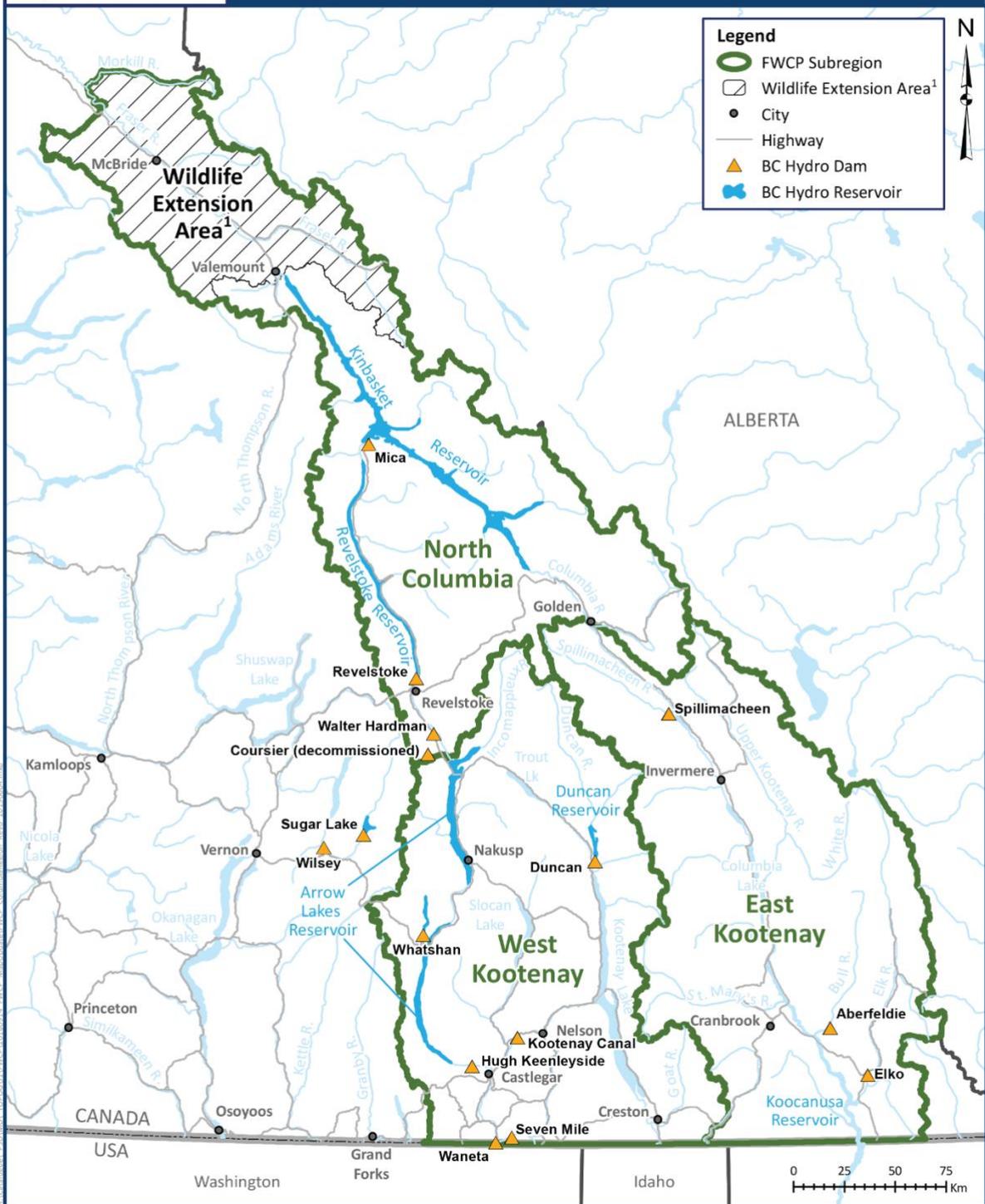
To be eligible for FWCP funding, projects must:

1. Align with our Columbia Region action plans

Our Columbia Region's ecosystem-based [action plans](#) identify the priority actions eligible for FWCP grants (see the action tables in each action plan) Your proposed project must align **with one or more open priority 1 or priority 2 action(s)**.

2. Be within our Columbia Region

We fund projects to be delivered within the boundaries of our Columbia Region, which includes the Canadian portion of the Columbia River Basin and our wildlife extension area (northwest of Valemount). Grant applications for wildlife projects in the wildlife extension area are eligible for funding. Grant applications for fish projects in the wildlife extension area are not eligible for funding (i.e., the FWCP funds projects related to the Columbia River system, not the Fraser River). The Canadian portion of the Flathead River Basin is not part of our Columbia Region. See map on next page.



¹ Wildlife Extension Area: The Upper Fraser area was added to the Program based on limited opportunities for wildlife compensation projects in the Canoe Reach.
SB - Rev 6 - 2019-06-04

3. Align with project eligibility criteria

Table 1: FWCP project eligibility criteria

FWCP does:	FWCP does not:
Fund actions to create, restore, or otherwise improve the function of ecosystems that have been impacted by BC Hydro activities.	Fund core activities of government or non-government agencies or programs.
Fund actions to create, restore, or otherwise improve the function of alternate ecosystems that provide a better opportunity for investment.	Lead the development of species recovery goals.
Participate as a team member in species of interest planning.	Fund, co-ordinate, or lead national recovery teams for species at risk.
Fund specific management actions for species of interest as identified by recovery teams and action/implementation groups.	Develop policy related to land or wildlife management.
Fund baseline inventory that contributes to the development of habitat- or species-based actions within action plans.	Administer government regulations.
Fund monitoring programs designed to measure the effectiveness of FWCP-funded habitat- and species-based actions.	Engage in enforcement and compliance activities, except in relation to co-operatively managed conservation lands.
Contribute to all aspects of managing co-operatively managed conservation lands.	Fund programs designed exclusively to address government objectives.

All grant applicants must complete a short online eligibility quiz prior to starting a grant application to ensure your potential project is eligible for a grant from the FWCP.

COLUMBIA PRIORITIES

The FWCP Columbia Region Board has identified the following priorities for projects in our fall 2022 grant intake:

1. Ecosystem and climate resilience projects

Grant applications for proposed projects that improve ecosystem resiliency in response to climate change are a priority in our fall 2022 grant intake. Grant applicants are encouraged to demonstrate how their proposed projects will support and incorporate ecosystem and climate resilience.

2. Old-growth stand and ecosystem projects

Grant applications for proposed projects that identify, maintain, and restore old-growth stands or ecosystems (i.e., priority actions COLWRA.ECO.RI.09.01 and COLUPD.ECO.HB.15.01)¹ are a priority in our fall 2022 grant intake.

¹ These actions are from our Columbia Region Wetlands & Riparian Areas Action Plan and Columbia Region Upland & Dryland Action Plan.

3. On-the-ground fish and stream restoration feasibility projects

Grant applications for on-the-ground fish and stream restoration projects and feasibility studies (i.e., Seed Grants) are a priority in our fall 2022 grant intake. Seed Grants (maximum of \$5,000 in FWCP funds) are aimed at exploring options and the feasibility of a proposed project. The Seed Grant is the first step toward a future Large Grant application.

4. Projects in the North Columbia

While we are interested in grant applications for projects to be delivered in the West and East Kootenays, grant applications for projects in the North Columbia sub-region are a priority in our fall 2022 grant intake. The North Columbia sub-region is bordered by Revelstoke and Golden in the south and Valemount in the north (see map on page 4). Please note that proposed projects in this sub-region must still align with priority actions in our action plans.

COLUMBIA REMINDERS

Projects from First Nations and stewardship groups are encouraged

Grant applicants include First Nations, government agencies, consultants, non-profit organizations, stewardship groups and academic institutions. For our fall 2022 grant intake, our regional board is encouraging grant applications from First Nations, stewardship groups, and non-government organizations.

Projects to evaluate past wetland conservation are not accepted this year

A directed project evaluating the effectiveness of past FWCP-funded wetland conservation actions is underway. As a result, proposed projects aligning with priority action no. COLWRA.ECO.ME.21.01 (effectiveness monitoring of past projects-P1) in the Wetlands & Riparian Areas Action Plan will not be accepted in the fall 2022 grant intake.

Follow our guidance for fisheries projects in our Columbia Region

If you are proposing a fisheries project in our Columbia Region, please review the [Columbia Region Annual Ongoing Fisheries Program Five-Year Plan \(2022–2026\)](#) to ensure your proposal does not duplicate activities already planned. Applications for projects that duplicate the FWCP's annual and ongoing fisheries projects will not be considered for funding.

Follow our guidance for land securement grant applications

The FWCP—or BC Hydro on behalf of the FWCP—does not own property purchased for conservation purchases but rather supports a partnership approach to land securement in the Columbia Region, including acquisition, stewardship, and conservation.

Land securement grant applications can include the following budget items:

- property purchase costs;
- legal costs; and
- upfront stewardship costs that are deemed urgent to address within six months of land purchase (please clearly describe and provide rationale).

Please note that the FWCP contribution for upfront stewardship costs cannot exceed 5% of the requested FWCP contribution for labour, material, equipment, transportation, and field expenses. Long-term endowment costs are not eligible.

When developing a land securement proposal, please consider the following:

- Land securement grant applications must clearly align with a priority action(s) in the Columbia Region’s action plans.
- Collaboration with and support from the Kootenay Conservation Program’s Land Securement Team is recommended.
- All FWCP-supported property acquisitions must be led by an organization with the capability to develop, fund, and implement a long-term land management plan.

HOW DO I APPLY FOR A GRANT IN 2022?

Step 1: Review our Columbia Region Action Plans

Our Columbia Region [Action Plans](#) identify the priority actions eligible for FWCP grants (see the action tables in each action plan). Your proposed project must align with one or more priority 1 and 2 action(s) in any of our regional action plans.

NEW! Projects with primary alignment to a #3 priority action not accepted this year

The grant application will ask you to align your project idea with a **primary** priority action, as outlined in our FWCP Columbia Region Action Plans, and if applicable, a **secondary** priority action.

This year, we will not accept grant applications that have a **primary** alignment with a #3 priority action.

Only grant applications that have a **primary** alignment with a #1 or #2 priority action will be accepted in this year’s grant intake. Grant applications that have a **primary** alignment with **priority #3 actions will not be accepted** in this year’s grant intake (i.e., grant applications that align with a #3 priority action as the **secondary** action will be accepted).

RESERVOIRS AND LARGE LAKES ACTION TABLE - ECOSYSTEMS (PISCIVOROUS RAINBOW TROUT)							Version:AUG2019	
Action #	Action Type	Priority Action Short Description	Priority	Priority Area	Target Species	Priority Action	Intended Outcome	Delivery Approach
17	Monitoring and Evaluation	COLRLL.ECO.ME.17.0 Effectiveness monitoring of past piscivorous Rainbow Trout projects in Kootenay, Arrow-P1	1	Kootenay Lake Arrow Lakes	Piscivorous Rainbow Trout	Monitor and evaluate the effectiveness of previous FWCP piscivorous Rainbow Trout habitat-based projects. Include an approach for adaptive management, information sharing and collaboration among agencies and the public stakeholders to increase the efficacy of conservation action.	Ensuring habitat-based actions are functioning as intended.	Directed / Open
		COLRLL.ECO.ME.17.0 Effectiveness monitoring of past piscivorous Rainbow Trout projects in Duncan, Kinbasket-P2	2	Duncan Kinbasket				

Figure 1: Review our action plans to confirm the priority ranking (e.g., priority 1 or 2) assigned to each of our actions. Grant applications for priority #1 and #2 actions only are accepted this year.

Step 2: Build upon past work - review relevant project reports and outcomes

Before developing your grant application, review our project report list for relevant work already completed. If there is a relevant project report, consider how, or if, the work you propose in your grant application will build on past work. The FWCP has posted more than 500 final reports on provincial databases, making our project results and data available to anyone. A searchable spreadsheet for all final project reports is available at fwcp.ca/results.

You may also wish to review relevant provincial databases for projects not funded by the FWCP to identify recommendations or reports that could support your grant application.

[Species Inventory Database](#)

[EIRS: Environmental Information Resource System](#)

[EcoCat: Ecological Reports Catalogue](#)

[CLIR: Cross-Linked Information Resources](#)

Step 3: Develop a project idea to fulfill an OPEN action

Develop a project idea that aligns with one or more priority action(s) in any action plan(s) and will achieve the intended outcome(s). Each priority action in our action plans is identified as OPEN, OPEN/DIRECTED, or DIRECTED. Your project must be aligned to an **OPEN** priority action to be eligible for a grant.

Delivery method?	Eligible for a grant?
OPEN	Eligible for a grant. Go ahead and apply!
OPEN/DIRECTED	Eligible for a grant. Go ahead and apply!
DIRECTED	Not eligible for a grant. Do not apply for a grant for this action. Our regional boards will address DIRECTED projects through other funding mechanisms.

Step 4: **NEW!** Early Engagement with First Nations – submit your optional Notice of Intent by Friday September 9, 2022

The Columbia Region is trying a new approach this year to strengthen engagement of First Nations in the fish and wildlife projects we fund through our annual grant intake.

We're encouraging all grant applicants to submit an **optional Notice of Intent (NOI)** – a short description of your proposed project – by **Friday, September 9 at 4 p.m. PT (5 p.m. MT)** as a first step toward submitting your grant application by Friday, October 28, 2022.

Learn more about our new optional NOI process and our expectations for early engagement with First Nations should you choose not to submit an NOI at [Columbia Region Notice of Intent - Fish and Wildlife Compensation Program \(fwcp.ca\)](#).

Submit your Notice of Intent by [starting a grant application](#).

Notes:

- If this is the first time your organization has applied online for an FWCP grant, you will first need to register. Our online grant management system will prompt you to complete and submit the mandatory Notice of Intent (NOI) after you login and start your grant application.
- If your organization is already registered in our online grant management system but **you** have never accessed the system, please contact our Environmental Project Coordinator, Melissa Fiel de Sousa (Melissa.fieldesousa@bchydro.com or 604-528-8136). She will set up a profile for you and link you to your organization.

Step 5: Engage with agencies, stakeholders, and communities

The FWCP values partnerships and encourages grant applicants to identify and involve project partners and/or funding partners to leverage FWCP funds. Engage with government agencies, stakeholders, and other communities of interest as appropriate.

Step 6: Submit your online grant application by Friday, October 28, 2022

[Start a grant application](#) and be sure to complete all sections and fulfill all mandatory requirements and submit by **4 p.m. PT (5 p.m. MT) on Friday October 28, 2022**. Our grant management system will validate your grant application entries immediately after you submit your application and indicate right away if any required information is missing.

We suggest you avoid submitting your application immediately before the deadline in case you need to make corrections or additions. We only review grant applications received by the deadline.

Notes:

- If this is the first time your organization has applied online for an FWCP grant, you will first need to register. Our online grant management system will prompt you to complete and submit the mandatory Notice of Intent (NOI) after you login and start your grant application.
- If your organization is already registered in our online grant management system but **you** have never accessed the system, please contact our Environmental Project Coordinator, Melissa Fiel de Sousa (Melissa.fieldesousa@bchydro.com or 604-528-8136). She will set up a profile for you and link you to your organization.

Tips for completing grant applications

- You can save your grant application and return to it anytime.
- The grant application is organized by key sections (see tabs in the online grant application), and you can complete the grant application in any order.

Tips for multi-year grant applications

- If your project spans multiple years, you must apply for funding annually. Approval of annual FWCP funding for a multi-year project **does not** guarantee FWCP funding in future years.
- If you are in year two or more of a multi-year project, you can save time by contacting our Environmental Project Coordinator, Melissa Fiel de Sousa (Melissa.fieldesousa@bchydro.com or 604-528-8136), to request a copy of your previous application. This copy can be used to start the current year's grant application.
- If you are beyond year one of your multi-year project, your grant application must identify achievements and challenges encountered in previous year(s).

WHAT'S IN A GRANT APPLICATION?

This section provides an overview of our grant applications and what information you'll be asked to provide.

Description

Project summary: Project title, project summary statement, and project urgency

Project details: Species that will benefit, detailed project description

Applicant information

Applicant information: Proponent organization, project contact, signing authority, collaborators, project supporters, and project volunteers

Project information

Project location information: Map, location description, project coordinates (latitude and longitude)

Alignment with action plan(s): Primary action plan, sub objective, action type, alignment with priority action and intended outcome(s), and optional alignment with secondary action plan

Single or multi-year project: Project duration, provide overview of project achievements and challenges for ongoing multi-year projects

Project phases: Start-up, fieldwork, data entry and analysis, community engagement (i.e., define how you plan to share your project results and involve others in your proposed project), draft reporting, and final reporting

Benefits: Benefits to fish and/or wildlife

Ongoing maintenance: Is ongoing maintenance required to sustain benefits?

Community engagement: What are your plans to share results and engage with First Nations, stakeholders, and others?

Permits and approval: BC Hydro-owned lands, proximity to BC Hydro facility, landowners, required permits, and approvals

Project budget

Budget:

- Labour expenses, materials, equipment, transportation, and field expenses
- Project administration costs
- GST section
- Additional revenue (i.e., other funding sources, in-kind and volunteer contributions)

Notes:

- For materials and equipment, the FWCP does NOT provide funding to purchase non-consumable items (e.g., GPS units, cameras, electronics, boats, tents, etc.). Rental rates for non-consumable items are acceptable.
- Do not include GST in rates and unit costs for labour, materials, equipment, transportation, and field expenses. In the GST section, enter the estimated GST that would apply to the total FWCP contribution and your organization GST number, if applicable.
- Travel expenses (meals and mileage) need to align with accepted standardized rates:
 - Per diem meal rates: breakfast = \$11, lunch = \$14, dinner = \$26
 - Mileage: Highway = \$0.55/km, 4x4 (when mode required) = \$0.765/km
- Total FWCP contribution towards administration costs (telephone charges, fax, photocopies, printing, mailing/courier, etc.) is not to exceed 5% of the total FWCP contribution for project expenses for government and 10% for non-government. Administration costs should not be specified for consultants whose rates normally include administration costs.
- For the additional revenue section, in-kind and volunteer contributions should be expressed as \$250/day for skilled labour and \$100/day for unskilled labour for a standard day of eight hours. For professionals, use standard charge-out rates.

Funding: Is this a resubmission of a previously “not approved” application? Have you previously received FWCP funding?

Proposals

A six-page (maximum) project proposal is required for all large grant applications only. No proposal is required for seed grant applications.

Optional letters of support

Letters of support for your project are optional in our Columbia Region, but they can be used to strengthen your grant application. If you choose to submit letters of support along with your grant application, please ensure the letter author(s) clearly indicate their support for your proposed project and specify their role (i.e., actively involved, engaged in project planning and/or delivery, providing in-kind and/or cash support, or supporting the project in principle). A letter of support should come from an organization, First Nation, or government agency, and it should demonstrate how the support is relevant to your project.

Experience

Project contact experience: It is mandatory to include the experience and credentials of the project contact. We encourage you to provide the credentials and experience of **key** team members so we can properly evaluate your grant application.

HOW ARE GRANT APPLICATIONS EVALUATED?

We evaluate grant applications for:

- A clear and well-defined approach that aligns with the priority action, as stated in the relevant action plan(s).
- A strong linkage between the proposed project and the intended outcome(s) as stated in the relevant action plan(s). Are there clear objectives that are specific, measurable, attainable, relevant, and time-bound?
- Technical design: Are the methods and approaches for the proposed project acceptable and appropriate? Are there direct benefits to fish and/or wildlife?
- Urgency: What are the implications if the proposed project is approved, or is not approved?
- First Nations engagement is part of the review and evaluation of all grant applications. We recognize engagement may not necessarily result in First Nations involvement, but you will be required to document your engagement efforts in your grant application and provide a rationale why you may not have First Nations involved in your proposed project.
- Does your proposed project include a community engagement component?
- Partnerships: The FWCP values partnerships and encourages grant applicants to identify and involve project partners and/or funding partners to leverage FWCP funds
- Budget: Are the charges for fees (including charge out rates) and expenses appropriate and reasonable? Is there a demonstrated good value for the money?
- Relevant credentials and experience of the team members, and roles of individuals on the project: Does the project team have the skills, expertise, and capacity to carry out the project? Are the right people in the right roles?
- Overall quality of the grant application: Is it a clear, easily understood grant application and project proposal with strong linkages to the priority action(s) and intended outcome(s)?