



COAST FUNDS

PROJECT FINAL REPORT

CONSERVATION PROJECT

Please ensure you use Adobe Reader
when completing this form:



Please complete this Final Report for a specific conservation project. Alternatively, use the Annual Final Report for an integrated resource stewardship office or guardian watchman program.

Complete and submit this document by email to Coast Funds at projects@coastfunds.ca. If you have any questions regarding the Final Report, we can be reached at 604-684-0223.

Conservation Project Title	Date of this Final Report (dd mmm yyyy)

Applicant Organization (Legal Name)	Coast Funds Project Number

Project Start Date (dd mmm yyyy)	Project End Date (dd mmm yyyy)	Final Award Amount

Final Progress Report

Please provide an overview of the project including a summary of the most important achievements.

COAST FUNDS

Suite 750-475 West Georgia Street, Vancouver, BC, V6B 4M9

Key Objectives

Please describe how each of the project objectives were achieved, and note any achievements that were not originally anticipated.

Original Objective	Achievement (%)	Details
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1.

2.

3.

4.

5.

Economic Benefits

Please provide a summary of the economic benefits to the local and/or regional economy that the project achieved or enabled.

Environmental and Social Benefits

Please provide a summary of the environmental and social benefits that have resulted from the project.

Lessons Learned and Next Steps

Were there lessons learned as the project was implemented? What would you do differently if you were to do the project again?

New Employment (Job Creation)

Please provide an overview of the new employment this project created. Please only include jobs that did not exist previous to this project work occurring.

Job types	Total number of new jobs	Of total new jobs, # held by First Nations	Hours of employment per week (average)	Total months worked per year
Direct permanent full-time jobs:			35+ hours/week	12 months/year
Direct permanent part-time jobs:			hours/week	12 months/year
Direct seasonal jobs:			hours/week	months/year
Direct temporary jobs (e.g. contract or consulting):			hours/week	months

Please describe the above jobs including job titles/roles and any further details:

Permanent New Full-Time Equivalent (FTE) Employment Created:

Science, Research, and Conservation Partnerships

Please confirm your organization's key project partners including universities, non-governmental organizations, and other First Nations.

Partner Organization	Type	Outcomes
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		

Please describe how these partnerships increased the success of your conservation project

Conservancies, Parks, and Protected Areas

Please list the conservancies, parks, and protected areas included in project work and note the type of work performed in each area.

Conservancy Name	Type of Work	Description
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		

Did this project involve the development or revisions of protected area management plan(s)?

Yes

No

If yes, how many plans completed during the project:

Please describe progress on protected area management plan(s), and any important aspects of the plan(s) implemented during the project.

Traditional Knowledge

Please check each of the following areas of traditional knowledge that the project supported and explain how your project work helped to support the areas selected.

Language

Access to traditional foods

Engaging elders to transfer knowledge to youth

Traditional stewardship practices

Protection and restoration of cultural assets
(e.g. CMTs, historic village sites, petroglyphs)

Expression of art or history

Ecosystem-based Management Conservation Capacity Building

How many individuals received training as a part of this project?

How many days of training did staff receive overall? (Please indicate the total for all staff combined)

In which general areas did individuals receive training?

Financial Management

Office/Administration

Science/Research

General Stewardship

Vessel Operator

GIS

Guardian Watchman

First Aid and Safety

Leadership and Management

Data Management

Cultural

Other:

If training was at a formal institution, please indicate the program name, institution, certification if achieved, and number of people.

Program

Institution

Certification

1.

2.

3.

4.

5.

6.

7.

Please describe how the training was successful and helped to reach the conservation goals of this project.

New Organizations Created

Did your project help to create any new organizations? Please describe below.

Other Program Funding

Please confirm all other funding that contributed to the project.

Funding Source	Type	Current Status	Amount
			\$
			\$
			\$
			\$
			\$
			\$
			\$
			\$
Total Other Funding Sources:			\$
Funding Received from Coast Funds:			\$
Total Project Funding:			\$

Habitat and Ecosystem Restoration Projects

Did your project include any habitat or ecosystem restoration or enhancement work? (e.g. silviculture, stream restoration)

Yes

No

If yes, approximate area of project site(s) (in hectares):

If yes, did the restoration work include riparian areas?

If yes above, please describe the habitat or ecosystem restoration or enhancement work under this project and any results.

Please note the species that specifically benefited from the habitat or ecological restoration work performed during this project.

1.

4.

2.

5.

3.

6.

Conservation and Scientific Research Projects

Did this project include scientific research? (e.g. collection of sample data for water chemistry, isotope, genetic analysis, etc.)

Yes

No

Please describe the research and summarize any findings. If research reports were produced, please attach them to this report.

Please describe how these findings will inform the next steps of conservation and scientific research for the Nation.

Please note the species that were the focus of research under this project.

- | | |
|----|----|
| 1. | 4. |
| 2. | 5. |
| 3. | 6. |

Attachments

Please ensure that each set of documents noted below is attached as part of your complete Final Report.

Project Photos

Please attach photos showing the completed project. Where possible, please include photos of research, habitat restoration work or other conservation projects; photos of the people who led the project; and/or photos of community members involved with the project.

Supporting Financials

Please attach any supporting financials including organization balance sheets, income statements, or general ledger print outs that help to support the project work plan on page 8 & 9.

Other Documents

Please attach other relevant documents developed during the program including research reports, protected area management plans, strategic plans, or other scientific reports that resulted from your work.

List other documents attached:

Primary Contact Information			
Name		Title	
Email	Work Phone	Work Extension	Cell Phone
Mailing Address	City	Province	Postal Code

Authorization

By entering my name here electronically, I (we) certify that the information in this report and attached financial documents is accurate, complete, and fairly presented.

Name of an Organizational Signing Authority

Title

Date (dd mmm yyyy)

PROJECT WORK PLAN

Please provide an update for each completed Work Plan Activity.

Work Plan Activity	Responsibility	Budget	Budget Category	Planned Start Date	Planned End Date	Actual Cost	Actual End Date	Activity Update
List all key activities in the work plan for the project.	Identify the person, partner or supplier responsible for each activity.	Note the planned cost for each activity.	Select the expense type for each activity.	Note the planned activity start date. (dd-mmm-yyyy)	Note the planned activity end date. (dd-mmm-yyyy)	Note the actual cost for each completed activity.	Note the date that each activity was completed. (dd-mmm-yyyy)	Please provide an update for any activities that are behind schedule or incomplete. If there is a significant variance in cost vs. budget, please provide an explanatory note.
1.		\$				\$		
2.		\$				\$		
3.		\$				\$		
4.		\$				\$		
5.		\$				\$		
6.		\$				\$		
7.		\$				\$		
8.		\$				\$		
9.		\$				\$		

Work Plan Activity	Responsibility	Budget	Budget Category	Planned Start Date	Planned End Date	Actual Cost	Actual End Date	Activity Update
10.		\$				\$		
11.		\$				\$		
12.		\$				\$		
13.		\$				\$		
14.		\$				\$		
15.		\$				\$		
16.		\$				\$		
17.		\$				\$		
18.		\$				\$		
19.		\$				\$		
20.		\$				\$		
TOTAL PROJECT BUDGET: \$				TOTAL COSTS TO DATE: \$				