

Please complete this form if you are seeking operating funding for an integrated resource or stewardship department or office, or a Guardian Watchman program. Alternatively, if you are seeking funding for a time-bound conservation project, please use the Project Application form. Please submit completed documents by email to your staff contact. If you have any questions regarding the application process or wish to fill out the application verbally, please call 604-684-0223.

How will this information be used and why?

Under the Great Bear Rainforest PFP and Great Bear Sea PFP agreements (see: [Governing Documents](#)), Coast Funds is mandated to administer funds for participating First Nations’ investments in conservation and economic development, and to record the collective outcomes achieved. The questions in this application form, which mirror the final report form, track the community well-being outcomes identified in the PFP agreements. Coast Funds is accountable for reporting aggregated outcomes achieved. Importantly, each Nation’s data is their own, and all Coast Funds will never share Nation-level or project-specific data with funders, partners, or wider public audiences without a Nation’s consent.

APPLICANT ORGANIZATION (LEGAL NAME)	PARTICIPATING FIRST NATION ALLOCATION

START DATE (dd mmm yyyy)	END DATE (dd mmm yyyy)

EXECUTIVE SUMMARY

Please provide a summary of the key work that will be performed this year.

Please describe any new initiatives or changes in stewardship priorities that are planned this year.

KEY OBJECTIVES THIS YEAR

Please identify at least three objectives that are specific, measurable, attainable, relevant and time-bound.

1.
2.
3.
4.
5.

FUNDING REQUEST AND PAYMENT SCHEDULE

Please identify the total funding you are requesting from your Nation's allocation. Staff will advise you whether we can make a full advance payment or ask your preferred payment dates if the payments must be split.

Total Funding Requested from the allocation at Coast Funds: \$

What proportion of this work is land vs marine based? % land % marine

CONSERVANCIES, PARKS, AND PROTECTED AREAS (including IPCAs)

Please identify any IPCAs or co-governed/managed conservancies, parks, and protected areas that will be a focus of your work this year and note the type of work to be completed.

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

There may be more that you're working in. If so, please let the staff at Coast Funds know.

RESEARCH PROJECTS

Does your annual work plan include research?

Yes

No

Please describe the research that is planned this year. Note how it will inform the Nation's decision making.

Please note the species that are a focus of the planned research project(s) this year.

1.

2.

3.

4.

5.

6.

PARTNERSHIPS

Please list your key partners including universities, non-governmental organizations, and other First Nations.

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

You may have other partners. If so, please let the staff at Coast Funds know.

RESTORATION WORK

Does your annual work plan include habitat or ecological restoration or enhancement work?

YesNo

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

Please describe the specific project site(s) and scope of work to recover degraded or damaged ecosystems.

Please note the species that will specifically benefit from the habitat or ecological restoration work this year.

1.

2.

3.
4.

5.

6.

TRAINING

Please describe any training or workforce development initiatives planned this year to build capacity for your work.

TRADITIONAL KNOWLEDGE

Please check and describe each of the following areas of traditional knowledge that directly relate to work plan activities this year.

- Language
- Access to traditional foods
- Engaging elders to transfer knowledge to youth
- Traditional stewardship practices
- Protection and restoration of cultural assets (e.g. CMTs, village sites, petroglyphs)
- Expression of art or history

PROVINCIAL RESOURCE DEVELOPMENT REFERRALS

Is your organization responsible for developing written responses to resource development referrals from the provincial government?

Yes

No

If yes, how many referrals do you expect to receive this year:

Please explain how the Nation employs ecosystem-based management (EBM) principles and conservation management plans when responding to resource development referrals.

REGIONAL MONITORING / GUARDIAN WATCHMEN

Does your annual work plan include protecting and monitoring the Nation’s traditional territory?

Yes

No

Please describe the activities focused on monitoring compliance with conservation management plans this year.

Number of people that are currently employed as Guardian Watchmen:

Number of new Guardian Watchmen positions that will be created this year:

YOUTH OPPORTUNITIES

Does your workplan support youth on-the-land or mentorship opportunities?

Y

N

OTHER PROJECT FUNDING

Funding Source	Type	Current Status	Amount
			\$
			\$
			\$
			\$
			\$
			\$
			\$
			\$
Total Other Funding Sources:			\$
Funding Requested from your Nation's Coast Funds allocation:			\$
Total Project Funding:			\$

RISKS AND MITIGATION STRATEGIES

Please identify key risks to your work plan and how you will monitor and mitigate these as the work plan is implemented.

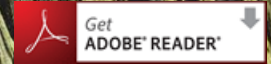
Risk Factor	Mitigation Strategy
1.	
2.	
3.	

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



COAST FUNDS
**STEWARDSHIP OPERATIONS
APPLICATION FORM**
ANNUAL CONSERVATION FUNDING

Please ensure you use Adobe Reader
when completing this form:



ATTACHMENTS

Please attach the following documents as part of your complete funding application:

ANNUAL WORKPLAN

A workplan for your organization that outlines an implementation plan for the current/upcoming fiscal year that will be accomplished to advance the Nation's long-term strategic stewardship goals.

DETAILED ANNUAL BUDGET

The detailed annual budget should clearly indicate a budgeted cost for each key expense category that is planned for the current/upcoming fiscal year. The budget should also include all anticipated sources of revenue for the current/upcoming fiscal year. Please consider building your budget with the same line items as your accounting system, for ease of financial reporting at year end.

COUNCIL RESOLUTION

As these funds are allocated specifically to each Participating First Nation, to disburse them we require direction from that Nations' governing body. We require a signed resolution from the appropriate council of the Participating First Nation. Please include the following:

- Date the resolution was passed
- List of the councillors passing the resolution
- Amount requested
- Organization that is authorized to receive funding payments

Coast Funds staff can help you to determine if you also will need to provide the following:

CURRENT FINANCIAL STATEMENTS *(upon request)*

Financial statements (balance sheet, income statement, cash flow statement) for the most recent year (audited if available).

STRATEGIC PLAN *(if available, upon request)*

A multi-year strategic plan for your organization that outlines the Nation's long-term strategic conservation goals as well as your organization's mission, vision and values for conservation initiatives in the Nation's traditional territory.

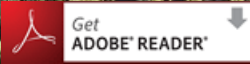
BOARD RESOLUTION *(only required if the work plan will be directed by a separate Board than the Nation's Council)*

A signed resolution from the Board of Directors of the organization applying for funds.



COAST FUNDS
**STEWARDSHIP OPERATIONS
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AUTHORIZATION

I (we) certify that the information in this application and associated attachments reflect an accurate description and estimate of the costs, job creation, and financial projections for the proposed project.

I (we) agree that information provided in this application may be shared with Coast Funds staff, Board, and consultants.

I (we) authorize Coast Funds to make enquiries of such persons or organizations operating in the project's field of activities as Coast Funds deems necessary to reach a decision on this application.

I (we) understand that the application may not be approved, and agree to follow Coast Funds' procedures for discussing the Board's funding decisions.

I (we) have read and understood Coast Funds' policy on dealing with harassment of staff by clients, and will adhere to the policy ([view policy online](#)).

By entering my name here electronically, I authorize all of the above for this application:

Name of an Organizational Signing Authority

Title

Date (dd mmm yyyy)

