



# Project Submission Guidelines for Funding in 2010–2011

## Part A: Conservation Support and Enhancement

At the **Alberta Conservation Association (ACA)**, we believe it is our responsibility to join and support the collective effort to conserve, protect and enhance Alberta's fish, wildlife and habitat. In addition to delivering conservation programs throughout the province, we administer a fund that has been awarding conservation grants since 1997. Funded by the province's anglers, hunters and other conservationists, ACA's Grant Eligible Conservation Fund (GECF) supports projects that benefit Alberta's wildlife and fish populations, and the habitat they depend on.

The ACA is proud to enter into its 13th year of Conservation Funding. Up to \$500,000 will be available for project funding via the **Grant Eligible Conservation Fund Part A: Conservation Support and Enhancement** during the 2010-2011 funding cycle.

This Project Submission Guidelines package contains information to help you apply for funding from the ACA GECF Part A: Conservation Support and Enhancement. **If you are applying for a research project, please use the Project Submission Guidelines for Funding in 2010-2011 Part B: Research.** All supporting documents can be found on the ACA funding webpage (see: <http://www.ab-conservation.com/go/default/index.cfm/grants/grant-eligible-conservation-fund/> )

- Section 1:      **About This Grant**
- Section 2:      **Eligibility**
- Section 3:      **Major Funding Priorities 2010 – 2011**
- Section 4:      **Grant Application Screening & Decision Process**

**IMPORTANT:** Some changes have been made to the GECF starting this 2010-2011 funding cycle. Please read the Guidelines carefully and ensure you are using the correct application form.

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[www.ab-conservation.com](http://www.ab-conservation.com) • [www.reportapoacher.com](http://www.reportapoacher.com)

## Section 1: About This Fund

### Purpose:

The **Grant Eligible Conservation Fund (GECF)** aims to aid the Alberta Conservation Association (ACA) in the delivery of its mission. Grants made to partners are intended to enhance and supplement ACA activities.

The GECF has two parts:

**Part A: Conservation Support and Enhancement** funds conservation activities by individuals, organizations, and communities that contribute to healthy fish and wildlife populations, to a healthy environment for fish and wildlife in Alberta, and to the understanding, appreciation and use of that environment.

**Part B: Research** funds high quality “research” projects on wildlife, fish and habitat which inform the effective management of wildlife, fish populations, and habitat in Alberta.

### Who Can Apply:

Part A: Conservation Support and Enhancement is for non-research projects that support and enhance conservation. Any organization or individual can apply if they have a suitable project, with the exception of ACA staff and Alberta Sustainable Resource Development staff who are NOT eligible to apply to the fund. Research projects must apply to the GECF Part B: Research. Projects considered by the ACA via the Grants in Biodiversity program or projects which have funding through another ACA channel are not eligible to apply, e.g. ACA IPS NSERC contributions, ACA Sustainable Grasslands Program, etc..

Successful applicants will be expected to follow the ACA Cooperative Project Agreement, which includes the requirement to submit two reports to ACA (a copy can be downloaded here: <http://www.ab-conservation.com/go/default/index.cfm/grants/grant-eligible-conservation-fund/> ).

### How to Apply:

Read the *Project Submission Guidelines* carefully to determine if your project is eligible for funding prior to preparing a formal submission to the ACA.

Download the appropriate Part A application form based on funding request, and then submit your application by e-mailing it to the ACA. Ensure that all sections of the application are complete, clear and thorough. *Please do not append supporting documents.*

GECF Part A: Conservation Support and Enhancement has two application forms:

- Small Grant Application Form – requests up to \$3,000.00.
- Large Grant Application Form – requests over \$3,000.00.

Please contact Amy MacKinven by telephone **Toll-Free on 1-877-722-GECF (4323)** or by email [amy.mackinven@ab-conservation.com](mailto:amy.mackinven@ab-conservation.com), if you have any questions regarding your application to the GECF.

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## Where to Apply:

Submit completed **Grant Eligible Conservation Fund** applications by email to:  
[amy.mackinven@ab-conservation.com](mailto:amy.mackinven@ab-conservation.com)

In an effort to reduce paper consumption, we appreciate your effort to provide your completed application electronically. However, if you do not have access to the internet, please send a hard copy application to:

Alberta Conservation Association,  
Attention: GECF Coordinator,  
#101, 9 Chippewa Road,  
Sherwood Park, AB, T8A 6J7

**Or by fax: 780.464.0990**

***IMPORTANT NOTICE: upon receiving your application, we will send you an acknowledgment receipt by e-mail or telephone within five business days. It is your responsibility to contact the GECF coordinator if you have not received acknowledgement of receipt, as the application may not have been received in good order.***

## When to Apply:

The ACA will receive **Part A** applications from January 2 to 29, 2010 for funding consideration in the 2010-2011 fiscal year. Applications postmarked or emailed after **16:30 local time on Friday January 29, 2010** will not be accepted.

Please note applications for **Part B**: Research will be accepted from November 1, 2009 to December 1, 2009.

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## Section 2: Funding Eligibility

With the exception of ACA and Alberta Government, Sustainable Resource Development (ABSRD) staff, any organization or individual may apply to the **Grant Eligible Conservation Fund** if they have a suitable project.

### Grants Are Available For:

- Projects that meet and further the ACA mission:  
**ACA conserves, protects, and enhances fish, wildlife and habitat for all Albertans to enjoy, value and use.**
- Projects that contribute to the priorities as outlined in the funding priorities section of this document;
- Priority is given to projects that demonstrate a “self help” attitude; i.e., partner contributions, matched funding dollars, and public involvement;

### GECF Part A Does Not Provide Funding For:

- Research projects (Applications for research projects may go to only one of the two ACA grant programs supporting research – either GECF Part B: Research or the Biodiversity Grant Program, see [www.acabiodiversity.ca](http://www.acabiodiversity.ca), for graduate student projects, not both.)
- Grants are not normally offered towards profit-making activities;
- Regular ongoing staff salary positions;
- Grants are not normally available for ongoing administration costs of the organization or for the funding of administrative staff;
- Overhead costs;
- Emergency funds or deficit financing;
- Travel to conferences and seminars, unless part of a larger project supported by the Association;
- General fundraising;
- Land acquisition (Land acquisition applications can be submitted to the ACA Habitat Securement Fund).
- Projects relating to the recruitment and retention of hunters, anglers and trappers (these applications should be directed to the new ACA Recruitment and Retention Program via Todd Zimmerling, President and CEO of ACA).

### Important Granting Information:

- Successful applicants will be expected to follow the ACA Cooperative Project Agreement (a copy can be downloaded here: <http://www.ab-conservation.com/go/default/index.cfm/grants/grant-eligible-conservation-fund/>) and adhere to the reporting schedule identified in Cooperative Project Agreement.
- Payment of grants is normally made in one, two or three payments, depending on grant size. *Please note the initial payment can be delayed, due to time it takes to sign and process new Cooperative Project Agreements, applicants should be aware of this possible delay with the initial payment.*
- Project activities must occur between April 1, 2010 and March 31, 2011;
- Grants cannot be made retrospectively, that is for work started prior to the current fiscal year, i.e. before April 1, 2010;
- The ACA may charge an administration fee for any monies held in trust;
- Capital equipment purchases in excess of \$500 may remain the property of the ACA upon project completion.
- Your information will be used only for the purpose for which it was originally collected, and it will be disclosed only on a strict “need-to-know” basis. Be assured that we manage the information contained in your submission in manner commensurate with its sensitivity.
- Applicants are responsible for ensuring they have the proper licenses and approvals required to carry out the project and have complied with all the requirements of their organization, such as signature pages, animal care, human ethics requirements.

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## Section 3:

# Major Funding Priorities GECF 2010 – 2011

## Funding Priorities

All applicants to the GECF should be aware that this grant is fully funded by the hunters and anglers of Alberta. All proposals should be able to demonstrate how the proposed project will aid ACA in meeting its mission of conserving, protecting and enhancing fish, wildlife and habitat for all Albertans to enjoy, value and use. To help direct potential applicants the following list of priority areas has been developed. While the GECF will accept applications that do not relate to these suggested areas, projects that address one or more of these priority areas will have a higher probability of being funded than those that do not.

1. Habitat enhancement activities specifically listed on provincial recovery plans for Alberta's endangered species (to be done in cooperation with recovery teams). (See: <http://www.srd.gov.ab.ca/fishwildlife/speciesatrisk/recoveryteams.aspx>)
2. Site specific enhancements of habitat, structures and facilities aimed at increasing recreational angling or hunting opportunities, improving habitat or increasing wildlife/fish productivity on the site (i.e. planting/seeding vegetation, development of new fisheries access sites, nest box initiatives, food plot trials and cover plot trials, spawning bed enhancement, culvert removals, etc.).
3. Urban fisheries development, including : initial evaluation of water quality aspects of existing ponds to determine their suitability for fish stocking; purchase of equipment required to ensure suitable water quality for fish stocking (e.g. aeration equipment); fish stocking in public ponds; promotion of an urban fishery (including natural water bodies).
4. Stewardship Initiatives (e.g. on-going maintenance of conservation sites or fisheries access sites; adopt a fence; property inspections for invasive weeds; manual weed control; grass mowing).
5. Impacts of non-native species on the persistence of native species.
6. Improvements and innovation in matching sportsmen with landowners (e.g. facilitating hunter access to depredating waterfowl, elk and deer).
7. Develop and validate inventory tools to determine the relative density and range of ungulate species using innovative techniques such as trail cameras or passive DNA samples.
8. Evaluate the effect of pesticides or herbicides on upland game birds (sharp-tailed grouse, pheasant, gray partridge) in agricultural landscapes.
9. Evaluate the effect of recreational access (mode, timing, duration) on wildlife & fish populations and habitat.
10. Investigation of methods for reducing the spread and/or impact of wildlife or fish related diseases.
11. Evaluate the impact of various harvest management regimes on fish or wildlife populations (e.g. fish size limits, three-point or larger elk requirements, etc.).
12. Evaluate the social demographics of hunting and angling to determine the factors influencing the decision to become involve in hunting or angling and the reasons why people opt out in a particular year.

**Please note:** Research applications should be using documents relating to GECF Part B Research. All Land Acquisition applications should be direct to the Habitat Securement Fund via Darren Dorge. All applications relating to Retention and Recruitment of Hunters, Anglers and Trappers should contact Todd Zimmerling regarding the new ACA Recruitment and Retention program.

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## Section 4:

### Part B Grant Application Screening & Decision Process:

The ACA receives funding requests far in excess of our financial resources and often must decline funding to worthy projects and programs.

The ACA Board of Directors appoints an Adjudication Committee comprised of a public-at-large ACA board member, an ACA staff member and **three to five citizens of Alberta** having conservation backgrounds, who referee and assess the grant applications based on the established funding criteria and funding priorities. An adjudication meeting is held at the end of February and chaired by a non-voting ACA Board Member. Please do not send supporting documents. *Supporting documents submitted with grant applications are not circulated to the Review Panel members.* The Grant Eligible Conservation Fund is administered by an ACA employee.

Applicants will be notified of status of their submission by March 31, 2010. Successful grant applicants will be expected to follow the ACA Cooperative Project Agreement.

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