

Regulation on the Use of PSF Grant Funds and Reporting Procedures

1. The funding of all grant applications is contingent upon PSF funding availability for such purposes
2. The grant recipient is the ultimate spending authority and must authorize all charges against the grant
3. Two applicant organization members with signing authority must sign and date the application
4. Members or persons directly related to a member of the proponent group that will receive financial benefit from the PSF grant must declare this on the application
5. PSF grant covers project expenses for 12-month period beginning the Effective Date of Grant
6. Reallocation of approved funds is not permitted
7. Any balance remaining of PSF grant funds must be returned to PSF upon submission of Final Report
8. **Final Report with photographs, receipts, statement of expenditure and a cheque for residual funds are due one year plus 60 days from Effective Date of Grant (date of letter enclosed with grant cheque) or 60 days after the completion of the project, if earlier.**
9. A final report is required, if not submitted future applications to PSF will not be considered
10. PSF uses a standard final report form which is available for download on our website: www.psf.ca
11. Acknowledgment of PSF grants on project site signage, in outgoing communications, newspaper articles and at events highlighting your project form part of this contract
12. CSP projects are profiled in PSF's newsletters, website, annual reports and project tours; therefore, you may receive requests for interviews

Disclosure: Conflict, as a recipient of federal funds PSF is required to request all Applicants (your organization) to disclose the involvement in their project of any former federal employees who are under the *Conflict of Interest Act*, the *Conflict of Interest and Post-Employment Code for Public Office Holders*, *Values and Ethics Code for Public Service* and must include this information in the grant release document

Disclosure: Debts to Canada, as a recipient of Federal funds the PSF is required to request all Applicants (your organization, not as individuals) to declare any amounts owing to Canada under any legislation or other contribution agreements.

PROJECT PHOTOS

This signed agreement grants permission to PSF to reproduce/publish project photos, which form part of your reporting requirements, to promote the Community Salmon Program and salmonid conservation.

LIABILITY

Applicants, and the institutions and organizations they represent or by which they are employed, assume complete responsibility for carrying out this project and for the results thereof. PSF does not, by granting of funds, acknowledge the efficiency of the methods adopted in the project or that they comply with applicable law and associating itself within the project by means of financial or other support, PSF does not warrant the validity of the results or that the results will be beneficial.

By accepting a grant of funds, the applicant and the institution or organization release, and agree to indemnify, Pacific Salmon Foundation and its directors and officers from and against any liability, damages, cost and expenses arising from any injury or damage whatever, that may be suffered or incurred by an individual, firm, corporation or agency and which is caused or contributed to, directly or indirectly, by the operations of the applicant, his or her institution or organization or by use and application of the grant funds. Acceptance of the grant indicates an agreement of all the above. PSF shall retain the right to cancel any funding program without cause or recourse.