



# Pacific Salmon Foundation Community Salmon Program (CSP) Application for Funding SHORT FORM, MAX \$1500 REQUEST

**APPLICATION DEADLINE: February and October 15, Midnight**

This application can be used if:

Your request is \$1500.00 or less, and you are purchasing or replacing a single item

**You are limited to only one short form application per organization each funding round, plus unlimited standard forms**

**Are you a new applicant? Please call Jim Shinkewski, Salmon Programs Coordinator before you begin to complete this application. We will provide assistance and support.**

**Pacific Salmon Foundation (PSF)** is an independent not-for-profit organization that works with the public, which includes: volunteers, community groups, business, industry, academia and all five levels of government (Federal, First Nations, Provincial, Regional and Municipal) to protect, conserve and rehabilitate Pacific salmonids and their habitat.

**PSF's Community Salmon Program (CSP)** has been issuing grants since 1989. The purpose of the program is to provide resources to enable the public to participate in Fisheries and Oceans Canada's (DFO) Salmon Enhancement Program and in volunteer-based watershed stewardship activities.

This purpose links to and supports PSF's strategic plan and Canada's Policy for Conservation of Wild Pacific Salmon.

## **Community Salmon Program Intended Outcomes**

CSP and your group have common goals; therefore, the portion of your project to receive funds from CSP needs to be aligned with CSP's intended outcomes. These are also the indicators used to assess your application and your completed project:

- Increased and improved salmonid habitat
- Increased community capacity and involvement in salmon enhancement, habitat protection/restoration and watershed stewardship activities
- Increased public awareness and support of the social, environmental and economic value of Pacific salmon
- Increased number of local community cash and in-kind project partners
- Increased public understanding and support for rebuilding the salmon resource and their individual role in supporting wild salmon recovery
- Increased collaboration among community stakeholders in salmon enhancement, habitat conservation and restoration projects, and ultimately
- Increased abundance of healthy, sustainable, genetically diverse Pacific salmon in the wild.

## **Types of Projects Supported By Community Salmon Program**

CSP provides grants, application support and information to volunteer and community-based groups undertaking stewardship capacity-building or salmonid conservation initiatives, meeting CSP criteria and that are supported by Fisheries and Oceans, which work to achieve the above intended outcomes:

- Habitat assessment
- Habitat rehabilitation
- Stock assessment
- Stock enhancement
- Education, outreach and training
- Community stewardship



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### **Eligibility Criteria**

PSF reserves the right to determine, in its sole discretion, the eligibility of any project, organization or expense. The following criteria must be met for funding, if you are unsure or have questions please contact PSF before you complete this application:

- Project supports the protection, conservation, enhancement or rehabilitation of Pacific salmonids and their habitat
- Project is community-based and carried out in British Columbia or Yukon Territory
- Applicant group is a volunteer based group/organization or not-for-profit both at the time of application and during the grant period
- Applicant group has a demonstrated significant volunteer component to their organization and to the specific project
- Applicant group has partnered or leveraged grant request with volunteer time, in-kind, donations or other grants
- CSP will fund up to a maximum of 50% of project costs
- Habitat project funds will be withheld until all permits or letters of support from agencies/ governments or from landowner(s) have been received, where applicable
- Project has letters of support from relevant stewardship groups, businesses or industry – even if not contributing to the project

### **Exclusions**

- Ongoing expenses, ongoing events, fundraisers, operational costs and multi-year projects are not typically considered for funding
- Videos, films, books, newsletters, bulletins that are ongoing or are produced as fundraisers are not considered for funding
- Projects intended for scientific research only, and not to support a specific stewardship project, are not typically funded
- Wages, labour or mandatory employee costs are not considered for funding; however, a portion of technical or professional skills critical to a project when not available from DFO may be considered for funding
- 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.

### **Application Assessment Criteria**

- **Feasibility:** The project is scientifically sound and feasible or an acknowledged educational or stewardship activity that benefits salmonids and its habitat
- **Support:** Technical support from, where applicable: DFO Resource Restoration Biologist, Resource Restoration Unit and Enhancement Team, Science or Fisheries Management Branches and the Province of BC must demonstrate involvement and technical support where applicable
- **Volunteerism:** Significant volunteer component with demonstrated engagement of local volunteer stewards
- **Project Outreach:** Number of project partners, demonstrated support from other watershed groups, local business, academia, landowners, faith organizations, number of in-kind or cash donors or groups involved, level of engagement of broader community beyond group and agency
- **Risk:** Ability of proponent to complete project as described
- **Budget:** Fiscally responsible budget, with request for grant less than 50% of total project costs.

### **In-Kind**

In-kind includes all non-cash resources: volunteer time, equipment, tools, supplies and services that contribute to the planning, implementation, completion and monitoring of the project.



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**Application Submission**

- Include all pertinent project information, including budget, within the CSP application form  
Note: attachments are not forwarded to the review committee
- Complete all fields and identify those which are not applicable
- All applicants will receive a confirmation email of PSF receipt of application
- Each complete application received by the deadline will be reviewed by a Technical Review Committee and by the Project Selection Committee
- Notification of decision will be emailed to each applicant.

**Complete Application Package Checklist**

- Benefits to Pacific salmonids clearly stated? .....
- Volunteer and community hours committed and included in budget? .....
- Ability to complete the project well described? .....
- Budget is accurate and specific to project? .....
- Project reviewed or supported by experts? .....
- Letters of support from other watershed supporters, habitat projects need landowner letter? .....
- List of directors or board members included? .....
- Other documentation included (photos, maps, permits, etc.)? .....
- Did you submit your Final Report for past CSP projects? .....

**Need Help? Unsure of your eligibility? Please contact:**

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