



The Prince Edward Island Wildlife Conservation Fund Information for Applicants – Fall 2009

The Prince Edward Island Wildlife Conservation Fund was created in 1998 to provide **funding for the protection and enhancement of wildlife and wildlife habitats**. Money for the Fund comes from a contribution made once per year by each licensed angler, hunter and trapper. The PEI Wildlife Conservation Fund is overseen by a Committee composed of:

- 3 representatives from the hunting community
- 3 representatives from the angling community
- 1 representative from the trapping community
- 1 representative from community watershed groups
- 1 representative from non-consumptive users
- 1 representative from the Department of Environment, Energy and Forestry

Your application will be evaluated by the Committee based in part on the following criteria:

- The proven track record of the proponent
- The presence of matching funds – both cash and in-kind are acceptable - in the budget
- Project type (education, outreach, research etc) that can be completed over the fall and winter and final report prepared by March 31, 2009
- How it meets the objective of the Fund: to provide funding for **the protection and enhancement of wildlife and wildlife habitats**

Please note:

- The Committee may contact outside expertise as needed when evaluating proposals
- For research projects, please attach hypothesis, methodology, and a description of the practical application of the research results
- PEI WCF funds are not intended for Watershed Planning

Conditions for Awarding Grants

Within the mandate of the PEI Wildlife Conservation Fund which includes: **provide funding for the protection and enhancement of wildlife and wildlife habitats**, the following conditions for awarding grants apply to all proposals:

1. **Completed PEIWCF application forms** must be received by the application deadline, on the form provided below. No other application format will be accepted. Funds requested must be clearly indicated.
2. Payments are made to approved applicants in the form of a grant subsequent to the **signing of a legal agreement.**

3. Successful applicants will receive 80% of the funding allocated at the beginning of the project, with **20% withheld until the submission and approval of a final report.**
4. The proponent is responsible for securing all **required permits and obtaining landowner permission for work and access to private land.**
5. Successful proponents must give PEI Wildlife Conservation Fund appropriate **credit and acknowledge** the Fund's financial contribution in any product or any publicity (including articles written about the project by others) relating to the project. A copy of any published article or publicity that mentions PEI WCF must be forwarded to the Fund with the final report.
6. **NEW for 2009! - Successful** applicants will be required to issue one **press release** to PEI media including PEI Wildlife Conservation Fund as a funding partner. A copy of that release should accompany the final report on the project.
7. Successful proponents must provide the Fund with **photographs** of their projects' activities.
8. **A final report** must be produced and submitted, in a format provided by the Fund, to the Fund by March 31, 2010. The final report will include an outline of the work completed, results, complete financial statements on the form supplied and copies of all receipts.

Application Deadline:

PEI WCF applications must be submitted before **5:00 PM, Friday October 2, 2009** in one of the following ways:

- **in person** to the offices of the WCF administrator: Island Nature Trust in Ravenwood House, off Mt. Edward Road on the Charlottetown Experimental Farm, please call (902) 892-7513 for more information.
- **NOTE NEW EMAIL ADDRESS - by email to wcfund@eastlink.ca**
- **by mail** to PEI WCF, P. O. Box 265, Charlottetown, PE C1A 7K4 or
- **by fax** to (902) 628-6331

Please Note: PEI WCF applications will not be accepted at any other locations.



For Office Use Only: PROJECT #: 2009- F

THE PRINCE EDWARD ISLAND WILDLIFE CONSERVATION FUND

APPLICATION FORM FALL 2009

The attached Conditions of Awarding Grants are important to consider. All sections of this application must be completed in order to be accepted. No other format of application will be accepted. Additional information directly relating to the project may be attached to this application.

Personal information on this form is collected under section 31(C) of the Freedom of Information and Protection of Privacy Act R.S.P.E.I. 1988, c.F-15.01 as it relates directly to and is necessary for the Wildlife Conservation Funds Program, and will be used to administer this program.

If you have any questions about this collection of personal information, you may contact the Island Nature Trust P.O. Box 265 Charlottetown PE C1A 7K4, (902) 566-9150. Information may be verified.

1.0 APPLICANT INFORMATION

Name of Organization:		
Contact Person (Name and Title):		
Mailing Address:		
Postal Code:		
Telephone:	Fax:	E-mail:
Type of Organization (check all that apply): <input type="checkbox"/> Registered Charity <input type="checkbox"/> Not-for-profit <input type="checkbox"/> Incorporated		
Membership _____ (#) Canada Customs and Revenue Agency Business # _____		

2.0 PROJECT INFORMATION

<p>2.1 Type of Project:</p> <p><input type="checkbox"/> Habitat Enhancement - type: <input type="checkbox"/> River <input type="checkbox"/> Upland <input type="checkbox"/> Wetland</p> <p><input type="checkbox"/> Natural Areas</p> <p><input type="checkbox"/> Education</p> <p><input type="checkbox"/> Research and Monitoring</p> <p><input type="checkbox"/> Other – specify:</p>
<p>2.2 Project Title:</p>

2.7 Proposed Timeline

<i>Ex. June 1- June 14</i>	<i>Plant 500 trees</i>

2.8 Communication Strategies

<i>Ex. Feature article about WCF project in publish quarterly</i>

3.0 FINANCIAL INFORMATION (Note: If the project extends beyond one year, please keep each year separate by attaching additional copies of these tables as needed) Complete all sections, incomplete applications will not be considered.

Project Expenditures:

3.1 Labour				
Description (#hrs, \$ per hour)	Total Cost (\$)	Request from WCF (\$)	Other Contributions	
			Cash (\$)	In-kind (\$)
Total	\$	\$	\$	\$

3.2 Equipment/Materials				
Description (# items, \$/item)	Total Cost (\$)	Request from WCF (\$)	Other Contributions	
			Cash (\$)	In-kind (\$)
Total	\$	\$	\$	\$

3.3 Management/Professional				
Description – service provided, cost per hour or week	Total Cost (\$)	Request from WCF (\$)	Other Contributions	
			Cash (\$)	In-kind (\$)
Total	\$	\$	\$	\$

3.4 Administration				
Description – number of people, cost per week or month	Total Cost (\$)	Request from the WCF (\$)	Other Contributions	
			Cash (\$)	In-kind (\$)
Total	\$	\$	\$	\$

3.5 Other (e.g. travel)				
Description - # km and \$/km, rental costs, etc	Total Cost (\$)	Request from the WCF (\$)	Other Contributions	
			Cash (\$)	In-kind (\$)
Total				
Grand Total all expenditures	\$	\$	\$	\$
Add totals from each column from 3.1 through 3.5				

Project Revenue:

3.6 Partnership Funding Summary

Supporting Partner e.g. volunteers, Prov. Government etc.	Item/service contributed e.g. cash, in-kind administration, materials (details must be provided)	Cash Contribution (\$)		In-kind (\$)	
		Confirmed	Anticipated	Confirmed	Anticipated
TOTAL CONTRIBUTIONS		\$	\$	\$	\$

TOTAL VALUE OF PROJECT (add all proposed expenditures, cash and in-kind)	\$
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	Year 1	Year 2	Year 3	Total
AMOUNT REQUESTED FROM WCF	\$	\$	\$	\$

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