

# The Prince Edward Island Wildlife Conservation Fund

## APPLICATION FORM

Project #: \_\_\_\_\_

**Note to applicants** - All applications *must* be on this application form. If you are completing it in electronic format, you may add lines to expand your answers as needed, but the information must be presented *in the same order* as requested here. Your application will be evaluated by the Wildlife Conservation Fund Advisory Committee on the basis of the following criterion: a clear statement of the need for the work; a clear description of the work to be done; clear details of funding partners and distribution of funds; and a clear benefit to wildlife and wildlife habitat. Successful applicants will be required to submit a final report to the Committee before the final 10 per cent of funds are released. Members of the Committee may arrange for a site visit upon project completion.

### 1.0 Applicant Information:

Name of Organization: \_\_\_\_\_

Contact Person (Name and Title): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Postal Code: \_\_\_\_\_

Telephone - Work: (902) \_\_\_\_\_ Home: (902) \_\_\_\_\_ Cell: (902) \_\_\_\_\_

FAX: (902) \_\_\_\_\_ E-mail: \_\_\_\_\_

Type of Organization (*check all that apply*):

Registered Charity     Not-for-profit     Incorporated (date: \_\_\_\_\_)

Non-incorporated community group     Other (specify: \_\_\_\_\_)

### 2.0 Project Information:

2.1 *Type of project* (*check the ONE that most describes your work*):

Game Enhancement (eg. release programs, habitat creation/enhancement)

Non-game Enhancement (eg. forest management, endangered species)

Fish Enhancement (eg. stocking, in-stream work, erosion control)

Furbearer Enhancement (eg. breaching derelict dams, tree planting)

Natural Areas (eg. acquisition, restoration)

Education (eg. youth involvement, interpretation, public awareness)

Research

Other (specify): \_\_\_\_\_

Committee Use Only

Amount requested from the PEI Wildlife Conservation Fund

\$ \_\_\_\_\_

Cash from other sources

\$ \_\_\_\_\_

In-kind from other sources

\$ \_\_\_\_\_

Total value of your project

\$ \_\_\_\_\_

Project Title: \_\_\_\_\_

Project Location (*attach map*): \_\_\_\_\_

Start Date: \_\_\_\_\_ Completion Date: \_\_\_\_\_

Is this part of a larger project? If yes, what will happen to this project if funding is not received for other components/phases? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**2.2 Project Goal(s)** (*What will be achieved this fiscal year?*):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**2.3 Specific Activities to Achieve Goal(s)** (*attach additional pages as needed*):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**2.4 Outline the Need for the Project:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**2.5 Project Background:**

Does this work involve: Crown Land? \_\_\_\_\_ Private Land? \_\_\_\_\_

Has permission been secured from the landowners? (If no, please explain): \_\_\_\_\_

Have necessary permits (*i.e watercourse alteration, natural areas*) been secured? (If no, please explain): \_\_\_\_\_

\_\_\_\_\_

Please list the names and telephone numbers of any experts or resource people you contacted in preparation of this application: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**\* NOTE: For research projects, please attach hypothesis, methodology, and a description of the practical application of the research results.**

### 3.0 Budget

**A. Labour:** WCF will only support top-up and increased employer expenses associated with this top-up for supervisory positions. Top-up requested cannot exceed 50% of the base wage.

LABOUR	COSTS					FUNDING SOURCES			
	Service	# of People	Base Wage	Top-up	Total Time	Total Cost	WCF	Other	
								Cash	In-Kind
<b>Example:</b> Supervisor	1	\$6.00/hr	\$3.00/hr	12 wks @ 40 hrs/wk	\$4,320	\$1,440	\$2,880	\$0.00	
<b>Subtotal A</b>				weeks	\$	\$	\$	\$	

### B. Materials, Equipment & Supplies

ITEM	COSTS			FUNDING SOURCES			
	Materials, equipment & supplies	# of units	Unit cost	Total cost	WCF	Other	
						Cash	In-Kind
<b>Example:</b> Trees, large potted stock	500	\$4.50/ea	\$2,250	\$1,125	\$0.00	\$1,125	
<b>Subtotal B</b>			\$	\$	\$	\$	

**C. Other: WCF will not contribute to mileage, administration, or management/professional fees.**

ITEM	COSTS			FUNDING SOURCES		
	# of units	Unit cost	Total cost	WCF	Other	
					Cash	In-Kind
<i>Mileage, office/admin, professional, other</i>						
<b>Example:</b> Mileage	5,000 km	\$0.24/km	\$1,200	\$0.00	\$1,200	\$0.00
<b>Subtotal C</b>			\$	\$	\$	\$

Total Project Costs (A+B+C)	Total request to WCF	Other Cash	Other In-Kind
\$	\$	\$	\$

**Summary of Funding Partners**

NAME	CONTRIBUTION	VALUE	CASH/IN-KIND	CONFIRMED
<b>Example:</b> Wildlife Habitat Canada	Labour	\$10,000	Cash	Yes
<b>Total</b>		\$		

**4.0 Additional Information:**

How will you ensure continuation of this project (i.e. maintenance of planted trees, management of acquired land, upkeep of structures, etc.)? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Will this project require future funding to maintain the work accomplished? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*Please attach any additional information that may assist with approval of your project. This could include maps, photographs, letters of support, or additional details of the project.*

**5.0 Publication Summary:**

All groups applying for support from the Wildlife Conservation Fund are required to submit a one paragraph summary of their proposed project. In doing so, the applicant agrees that this summary may be used (in whole or in part) in media releases, newsletters, or publications highlighting the work supported by the Fund. \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Authorizing Signature:**

The information given in this application is, to the best of my knowledge and ability, complete, true and correct.

\_\_\_\_\_  
Signature and Title of Primary Contact

\_\_\_\_\_  
Printed Name and Title of Primary Contact

\_\_\_\_\_  
Signature and Title of Secondary Contact

\_\_\_\_\_  
Printed Name and Title of Secondary Contact

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date