# *Please note:* Based on applicant feedback,we have removed word count limits from SurveyApply this year. You’ll notice we’ve included *suggested* word count maximums for some of the questions below, but others will vary more between project. We don’t expect an essay for each question: if you can **fully** (and clearly) answer a question using bullets or a few sentences, great!

# Section 1: General Information

0. Application ID: {Autogenerated by SurveyApply, please do not change}

**HCTF Funding Year**:

*{*This is the fiscal year for which you are requesting funding. Please select “2022-23” for this application}

1. Site Name:

*{*Please provide a name for your restoration site/area. You will enter this same name on the Activity and Budget Excel spreadsheet that will be uploaded later in the application.*}*

1. **Total Amount Requested from HCTF for this application year**:

*{*This number should match the total amount requested from HCTF on the budget spreadsheet*}*

1. **Is this a continuing CHRF project?**

*{A continuing project is a project that has previously received CHRF funding.* As you are applying for a continuing project that has received CHRF funding, please answer “YES” to this.*}*

**a) Please provide the HCTF project number (e.g. 4-444):**

*{This four-digit number can be found in the email you received notifying you that your application had been approved and is also the last four digits of the number on your conditional grant agreement for the previous year of the project. If you need assistance locating your project number, please contact* [*Shannon West*](mailto:shannon.west@hctf.ca)*}*

1. *{Question 4 will not appear as it is for new projects only}*
2. **HCTF Project Year:** Year of year(s).

*{This is where you will identify how many years of funding from HCTF your project requires and what year this funding request is for. Example: Year 2 of 3 years - indicates that this application is for the second year of a 3-year HCTF-funded project. Projects can change over time.* ***If your project is now shorter or longer than originally proposed (e.g., you first submitted as a 2-year project but now hope to continue for a 3rd year), be sure to include an appropriate rationale for this extension*** *in your answer to question 30 (project progress to date). Projects can be up to 5 years in length – projects running longer than this will need to begin a new administrative cycle at the end of Year 5.* *As multi-year funding is not guaranteed you must submit an application for review and approval for every year of requested funding.}*

1. **Project Leader Contact Information**   
   *{This will be the primary contact for all project related correspondence and email notifications. Pending project approval, the name listed here will be the responsible signatory for the Conditional Grant Agreement.}*

Project Leader Name:

Email Address:

Cell Phone Number (optional)

Work Phone Number: {*please enter your 10-digit phone number in ###-###-#### format*}

1. Legal Organization/ Billing Address   
   *{The name and address listed here will be used to issue payments and to generate the Conditional Grant Agreement. Pending project approval, the organization listed here will be legally responsible for the project.}*

Organization Name:

Address:

City:

Province:

Postal Code:

1. Applicant Sector   
   *{Please select the option from the dropdown menu that best describes your organization. Choices include Academic Institution, First Nation, Individual, Industry, Municipal/Regional Government, NGO (Non-Governmental Organization), Provincial Government, Other}*
2. **Additional Proponents (optional):**

*{If additional proponents are participating in the project, please provide names and contact information below. If you will also be using subcontractors, this information must be included in Part 2, the Activity and Budget Detail spreadsheet.}*

1. **Proponent Qualifications:**

*{What are your (and/or your team’s) qualifications for undertaking the work in this proposal? Please provide a brief description of education & experience* ***relevant to caribou habitat restoration*** *as one of the criteria for proposal assessment is whether the project team is likely to be able to achieve proposed outcomes. The description should be max 300 300 words (for all proponents) and should not include resumes and publication lists.}*

# Section 2: Proposal Overview

1. **Summary of this project.**

*{Provide a one-sentence summary of this project. This sentence will be used to communicate about the project if funded, e.g. “This project will benefit x herd by restoring y kilometres of road to reduce predator movement”, or “This project will use functional and ecological restoration techniques to add an additional z hectares to intact areas of habitat within the x herd range”.}*

1. **Summary of comments from your discussion with the government regional caribou biologist**:

*{Continuing projects are still required to contact the government caribou biologist for your region to see if they have any new information that might inform your restoration or monitoring plans. A list of regional government contacts is available* [*here*](https://hctf.ca/grants/caribou-habitat-restoration-grants/#apply)*. Please indicate the name of the person you spoke to and any relevant comments they had about the project.}*

1. **Project region**:

*{Please choose the region from the dropdown menu in which your project will occur. Note that HCTF uses the old provincial region designations (e.g. the* [*Wildlife Management Units*](https://hctf.ca/wp-content/uploads/2020/09/WildlifeMgmtUnitsMap.gif)*): 0 = Province Wide or Multi-Region, 3 = Thompson-Nicola, 4 = Kootenays, 5 = Cariboo, 6 = Skeena, 7 = Omineca/Peace}*

1. **Project Location**:

*{Please provide the distance from the nearest town or other known feature. If your site is within one of the zones defined in the Intergovernmental Partnership Agreement for the Central Group Southern Mountain Caribou, please mention that here.}*

1. **Geographic coordinates**:

*{Please provide geographical coordinates for the site/area to be restored. Any location within the area to be restored is sufficient. For HCTF’s purposes, we would appreciate you providing this in decimal degrees (e.g., 48.422486, -123.385081) You can obtain this information by navigating to the location using Google Maps, right-clicking, selecting “What’s here?”, clicking on the coordinate hyperlink and then copying the geographic coordinates (on a Mac, command-click the location and copy the coordinates).}*

# Section 3: Caribou Herd Details

1. **Identify the primary caribou herd which will benefit from the proposed restoration works at this site.**

*{Select the primary herd range that includes the site from the drop list. For the full list of the high- and medium-priority herd ranges eligible for funding this cycle, please see* [*https://hctf.ca/grants/caribou-habitat-restoration-grants/#overview*](https://hctf.ca/grants/caribou-habitat-restoration-grants/#overview) *}*

1. **If there are additional herds that will benefit from this restoration work, please list them here.**

*{List any additional herds in the text box. This question is optional so you can leave blank if not applicable.}*

*\*Please note questions 18-25 will not appear as they are not required for continuing projects)\**

# Section 4: Anticipated Results

1. A) How much habitat will be directly restored by this project?

*{Describe how much habitat you anticipate will be directly restored by this project (over a max of 5 years of CHRF funding**: you will provide restoration estimates specific to this 2022-23 granting year in Part 2* *– Activity and Budget spreadsheet – of the application).* ***Include both the metres/kilometres*** *(functional restoration)* ***and hectares******physically treated where applicable****. For example, “we propose to treat five 100 m long segments of road that is 10 m wide, for a total of 5000 m2 or 0.5 ha of disturbance directly treated.”}*

B) What will the resulting change be to overall level of disturbance (at the site or range level?)

*{Using your answer to 26.A), estimate the change to the overall disturbance level  
(1) following completion of the proposed activities and (2) once the full benefits of restoration work are realized (for ecological restoration). Be sure to include the anticipated number of years to reach this state. Consider that partial treatment of a linear feature may reduce or eliminate the impacts arising from the whole feature (e.g., wolf mobility reduced on a seismic line may be achieved by strategic treat of 25%). For the example in question 26. A), if the direct treatments close off a total of 500 m of road, then we’d estimate 2000m or 20,000 m2 of cumulative improvement. Using a 500m disturbance buffer x 2 (both sides of the 2000 m road) would equal approximately 2,000,000 m2 plus the road (20,000 m2) for an estimated 202 ha of disturbance reduction in the herd range.}*

1. Using the estimated total $ request from the multi-year tab of the excel budget table (part 2 of the application) and the estimated km or ha to be physically treated from question 26. A), please provide an estimate of CHRF cost per km or hectare restored for this project.

*{For example, if your project planned to request $60,000 from the CHRF in total over 2 years to directly restore 4 km of road that was 10 m wide, the cost would be $15,000/km or $15,000/ha.}*

# Section 5: Project Progress to Date

*\*Please note that the question numbers jump to 30 in this section as continuing projects do not have to answer questions 28-and 29)\**

1. Describe progress on this project to date.

*{**Please describe progress on the activities you listed in Part 2 of the Activity and Budget spreadsheet submitted as part of last year’s proposal. Do you anticipate you will be able to complete all of those approved activities by the end of March 2022? If you completed restoration prescriptions as part of the previous year’s activities, please upload them in the “Upload LOS or other Supporting documents” stage of your application.}*

1. **Have there been any changes to the previous year’s approved activities or objectives?**

*{Select “yes” or “no” for this question. Note: if* ***yes****, please ensure you have received approval from HCTF for any changes to last year’s approved activities: see* [*https://hctf.ca/grants/caribou-habitat-restoration-grants/#manage*](https://hctf.ca/grants/caribou-habitat-restoration-grants/#manage)*}*

1. **If you answered “yes” to question 31, please describe those changes:**

*{Please describe any changes to the project objectives or planned activities from what was submitted in last year’s proposal. This question is optional so you’re not required to answer if there have not been any changes.}*

1. **Response to HCTF Technical Committee and Board Comments:**

*{If the Technical Review Committee and/or the HCTF Board expressed some concerns or provided suggestions on your proposal last year, please explain below how you have addressed these comments. If there were no concerns or suggestions, or if you have addressed the concerns elsewhere in the proposal, please state that here.}*

# Section 6: Restoration Activity Details

1. A) Briefly summarize the proposed restoration activities you expect to complete from April 1, 2022 to March 31, 2023 at the site in the table below (you will provide detailed descriptions of the activities in the Activity and Budget Detail Excel spreadsheet). Include the projected timing for each activity (start and end dates). Please ensure that all proposed activities comply with the [Eligible Activities List](https://hctf.ca/chrf_eligible_activities_list_2021-22/) for this program.

|  |  |  |
| --- | --- | --- |
|  | Activity | Timeline  (e.g. Feb-Mar 2023) |
| 1 |  |  |
| 2 |  |  |
| 3 |  |  |
| 4 |  |  |
| 5 |  |  |
| 6 |  |  |
| 7 |  |  |
| 8 |  |  |
| 9 |  |  |
| 10 |  |  |
| 11 |  |  |
| 12 |  |  |

*{*As stated in the question*, we’re looking for a brief, high-level description of the restoration activities you plan to do at the site for this grant year (April 1, 2022 to March 31, 2023). The table should also include a proposed timeline of activities. This can be a range if it will span several months (Example: April – May 2022). You will provide a much more detailed description of the activities you’ve planned for fiscal 22-23 in the accompanying Activity and Budget Detail Excel spreadsheet.}*

1. B) For multi-year proposals, please provide a summary of the activities that you have planned for future years (i.e., will occur beyond the current fiscal). Provide a general timeline for each (e.g. Year 2 (2023-24) or May 2024). Note that you will be able to provide further details in future years’ proposals. A bulleted list for each year is acceptable.

*{If you are not planning to apply for CHRF funding in future years, enter "N/A"}*

*\*Please note that the questions 35, 36, and 37 are not included as they are not required for continuing applications\**

# Section 6: Other Considerations

1. What permits/authorizations are required for this work? Are plans in place to obtain these permits/authorizations within the necessary timeline?

*{List the permits/authorizations required for the activities you’ve proposed and explain your plan for obtaining them. It is the proponent’s responsibility to obtain all required statutory and regulatory approvals. Project planning should account for the necessary timelines to apply for and receive permits and approvals before commencing work. If permits are not required for your proposed activities, write N/A.* *Suggested max of 150 words.}*

1. **Please confirm you are not requesting funding for activities necessary to fulfill your (or another entity’s) statutory or legal obligations:**

*{Please check the box to confirm that you are not requesting funding for activities necessary to fulfill your or another entity’s statutory or legal obligations}*

1. *{Question 40 will not appear in Survey Apply as it is not required for continuing applications}*
2. Please confirm that you have, or will (as part of the proposed activities for this year) collect pre-treatment baseline data that will inform treatment prescriptions and allow for future effectiveness monitoring. Briefly summarize the data you’ve collected or will collect (i.e. tree and shrub height densities, line of sight), including methodology.

*{Implementation monitoring or monitoring of previous restoration work can be included in your application, providing you have the required baseline data to accurately assess progress. As monitoring is a key component of this program, we require that you collect baseline data that can be used for future monitoring (occurring after this fiscal). See* [*https://hctf.ca/grants/caribou-habitat-restoration-grants/#overview*](https://hctf.ca/grants/caribou-habitat-restoration-grants/#overview) *for guidance on expectations around monitoring.}*

1. *{Question 42 will not appear in Survey Apply as it is not required for continuing applications}*
2. Please describe the level of First Nations involvement in the restoration of caribou habitat at this site.

*{Summarize any First Nations involvement, including consultation, letters of support, in-kind support, contracting services, etc. Suggested max of 150 words.}*

1. Are you collaborating with other organizations/agencies on this project? Please list them here, and briefly describe their involvement.

*{Please list and briefly describe the involvement of any partners in the proposed restoration work. You will specify any cash or in-kind contributions in the Activity and Budget Detail Excel spreadsheet. Suggested max of 150 words.}*

1. **Please describe any support or opposition to your proposed activities from First Nations or stakeholders, if applicable.**

*{If you anticipate that any of the activities you propose will be contentious or opposed, please identify those concerns and your plan for addressing them. If you know there is support for the work you’ve proposed, identify those supporters. Suggested max of 150 words.}*

1. *{Question 46 will not appear in Survey Apply as it is not required for continuing applications}*
2. *{Question 47 will not appear in Survey Apply as it is not required for continuing applications}*
3. Literature Cited.