*Please note:*  We have *suggested* word count maximums for some of the questions below. Please be concise but thorough in your explanations. Paragraph style or bullet/list format are welcome.

# Section 1: General Information

Site Name:

{Please provide the short name for your restoration site/area (the same name used during your original “new” application). You will enter this same name on the Activity and Budget Excel spreadsheet that will be uploaded later in the application.}

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

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

**HCTF Project Year:** Year \_\_ of \_\_ Year(s).

*{This is where you will identify how many years of funding from HCTF you applied for in your first year (your original “New” application) 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.*

*Note: HCTF is implementing a New 1-, 2-, or 3-year project application process where funds can be applied for, for up to 3 years at a time.* ***If previously approved for Multi-year funding under the original grant model, you must submit a continuing application for review and approval under the original granting process.}***

**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*}

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:

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}*

**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.}*

**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.}*

**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* [*HCTF*](mailto:chrf@hctf.ca)*}*

# Section 2: Proposal Overview

**Project Summary Statement:**

*{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 x hectares to intact areas of habitat within the y herd range”.}*

**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/#resources)*. Please indicate the name of the person you spoke to and any relevant comments they had about the project.}*

**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}*

**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.}*

**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

**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 the* [*CHRF Resources tab*](https://hctf.ca/grants/caribou-habitat-restoration-grants/#resources)*.}*

**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.}*

# Section 4: Anticipated Results

How much habitat will be directly restored by this project (km2, ha)?

*{Describe how much habitat you anticipate will be directly restored by this project with HCTF funding (over a max of 5 years of CHRF funding**: you will provide restoration estimates specific to this 2024-25 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 are 10 m wide, for a total of 5000 m2 or 0.5 ha of disturbance directly treated.”}*

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

*{**Using your answer to the question above, 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 treatment of a portion 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 treatment of 25% of the line). For the example, if the direct treatments were to close off a total of 500 m of road, then we’d estimate 2,000m (or 20,000 m2 for a 10m wide road) of cumulative improvement. Using a 500m disturbance buffer x 2 (both sides of the 2,000 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.}*

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, 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.}*

**What is the risk that the value of this restoration work will be negated by future anthropogenic disturbances at the site? What is the risk of further habitat degradation within the rest of the range?**

*{Please describe any legislative tools that are in place to protect the restored area from future disturbance (e.g., designation as a park, wildlife habitat area, etc.). Also include information about future activity planned or anticipated on or near the site that might compromise the value of the restoration works to caribou. Suggested max 200 words.}*

# Section 5: Project Progress to Date

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 approved activities by the end of March 2025? 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.}*

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 the* [*“Project Forms” tab*](https://hctf.ca/grants/caribou-habitat-restoration-grants/#projectforms) *on the CHRF webpage.*

If you answered “yes” to above, please describe those changes:

*{Please describe any changes to the project objectives or planned activities from what was submitted in last year’s proposal.}*

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

Briefly summarize the pre-treatment baseline data you’ve collected (i.e., tree and shrub height densities, human use), 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* [*the “Resources” tab*](https://hctf.ca/grants/caribou-habitat-restoration-grants/#resources) *on the CHRF page for guidance on expectations around monitoring.}*

Briefly summarize the proposed restoration activities you expect to complete from April 1, 2024 to March 31, 2025 at the site in the table below (refer to the site table and description of activities from your original application). Include the adjusted or projected timing for each activity and your measure of success.

{We are looking for a brief, high-level description of the restoration activities you plan to do at the site for this grant year (April 1, 2024 to March 31, 2025). The table should also include a proposed timeline of activities. This can be a range if it will span several months (Example: April – May 2024). You will provide a much more detailed description of the activities you’ve planned for fiscal 2024-25 in the accompanying Activity and Budget Detail Excel spreadsheet.}

|  |  |  |  |
| --- | --- | --- | --- |
| **#** | **Description** | **Measures of Success** | **Timeline** |
| **Objective 1:** |  |  |  |
| Activity 1.1 |  |  |  |
| Activity 1.2 |  |  |  |
| Activity 1.3 |  |  |  |
| Activity 1.4 |  |  |  |
| Activity 1.5 |  |  |  |
| **Objective 2:** |  |  |  |
| Activity 2.1 |  |  |  |
| Activity 2.2 |  |  |  |
| Activity 2.3 |  |  |  |
| Activity 2.4 |  |  |  |
| Activity 2.5 |  |  |  |
| **Objective 3:** |  |  |  |
| Activity 3.1 |  |  |  |
| Activity 3.2 |  |  |  |
| Activity 3.3 |  |  |  |
| Activity 3.4 |  |  |  |
| Activity 3.5 |  |  |  |

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) in the table below. Provide a general timeline for each (e.g. Year 2 (2025-26) or May 2026). Note that you will be able to provide further details in future years’ proposals.

*{If you are not applying for CHRF funding for this project in future years, enter "N/A"}*

|  |  |
| --- | --- |
| **Year (i.e., 2024-2025)** | **Activities** |
|  |  |
|  |  |
|  |  |
|  |  |

# Section 7: Administrative Site Details

What permits/authorizations are required for this work? Describe your proposal timeline to ensure all the necessary permit are secured before work takes place.

*{List the permits/authorizations required for the activities you’ve proposed and explain your plan for obtaining them. Permit requirements should be included in discussions with regional caribou specialist. 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, state this, and please provide further details.* *Suggested max of 150 words.}*

Many HCTF-funded projects take place on the territories of Indigenous communities or involve partnerships with Indigenous communities.  Please describe any communication you have had with Indigenous communities about your proposal and include details of those contacts and a summary of any feedback you received.

*{Suggested max of 300 words.}*

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.}*

Please provide an update on your public or community engagement and describe any support or opposition to your proposed activities you have received.

*{Provide a brief update to your community engagement plan described in your original proposal. 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. Suggested max of 150 words.}*

**From your previous application for CHRF funding, please respond to the HCTF Technical Committee and Board Comments included in the project notification email you received in March.**

*{If you did not receive concerns or comments for this project in previous years, write N/A. If yes, please explain below how you have addressed these comments. If you have already addressed the concerns elsewhere in the proposal, please state that here.}*

# Section 8: Other Considerations

Literature Cited.