

APPENDIX A

# Application Form

*(Attach additional paper if more space is required)*

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

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**1. Date:** \_\_\_\_\_

**2. Project proponent/main contact/representative:**

**3. Organization (*if applicable*):**

**4. Proponent mailing address:**

**5. Phone:** \_\_\_\_\_

**6. Email address:** \_\_\_\_\_

**7. Project location (attach map):**  
\_\_\_\_\_

**8. Name of landowner:**  
\_\_\_\_\_

**Is the landowner supportive of the proposed project?**

Yes       No       Maybe

**9. Stakeholders involved and nature of involvement (*e.g. local schools, First***

**10. Project description**

**11. Describe the goal(s) of the project**

**12. Describe the objective(s) of the project**

**13. Activities to be undertaken**

**14. Describe the anticipated benefits to be derived from this project (see Sections 3 and 4 in the Terms of Reference)**

**15. Anticipated project start and end dates:**

From (mm/yyyy)\_\_\_\_\_ to (mm/yyyy)\_\_\_\_\_

Is this a multi-year project?  Yes  No

**16. Activity Timeline**

**17. Has the project design or plan been reviewed by a professional (i.e. Professional Biologist, Professional Agrologist, etc.)?**

Yes Name: \_\_\_\_\_

Signature/Stamp: \_\_\_\_\_

Professional Designation: \_\_\_\_\_

No

*\*While sign-off from a Professional could add value to some applications (e.g., projects that are scientific in nature), it may not be important to other applications (e.g., projects that are grassroots based or focus on public education, etc.). The WTCP welcomes applications from anyone so long as the basic qualifying criteria are met.*

18. **Letters of support for project** – please attach

19. **Budget**

Do you anticipate applying for more than one year of funding from the WTCP?

- Yes       No       Undecided

a) **Expenditures**

Include all professional fees, materials, equipment, equipment time, labour, etc.

Description and unit cost (if applicable)	Total (\$)

**Total \$** \_\_\_\_\_

b) **In-kind Donations and Contributions**

Include all in-kind professional services, donated materials, equipment time, volunteer labour, etc.

Description and unit cost (if applicable)	Total (\$)

**Total \$** \_\_\_\_\_

**c) Funding From Other Sources**

i.e. external grants.

Description and amount	Total (\$)

**Total \$** \_\_\_\_\_

**d) Budget Summary**

Total from a) = \$ \_\_\_\_\_

Total from b) = \$ \_\_\_\_\_

Total from c) = \$ \_\_\_\_\_

**a) + b) + c) = \$** \_\_\_\_\_

**Amount requested from the WTCP (total from (a)) = \$** \_\_\_\_\_

**e) Note**

It is possible that the steering committee may decide to not award the full amount requested, and that partial funding may result. Please provide a value which represents the absolute minimum requested contribution from the WTCP that is required in order for the proposed project to proceed.

**Minimum amount requested from the WTCP = \$** \_\_\_\_\_

f) **Minimum Funding Note**

If minimum funding is less than the requested funding, what changes will be made to the project scope?

