



THE  
CONSERVATION  
& GROW TRUSTS

Manitoba Climate and Green Plan Initiatives  
delivered by The Manitoba Habitat Heritage Corporation

# Guidelines

## Spring 2023 Call for Proposals

New Guidelines Revised November 2022

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## WHAT'S NEW - NOVEMBER 2022 REVISIONS

### GROW and Conservation Trust applicants

- Revised Spring 2023 [Applicant Guide](#)
- A new table package
  - Please Note: The new table package requires delivery and administrative costs to be included as part of each work plan activity, and not a stand-alone item. See the revised Spring 2023 Applicant Guide for further details.

### Conservation Trust:

- Habitat and Wildlife category funding cap has been raised from \$300,000 to \$400,000
- The organizational funding cap remains at \$500,000 for non-Watershed District applicants

### New Ineligible Match

- Using multiple funders (unknown to them) to fund activities at a combined cost that exceeds accepted market rates and/or established landowner cost-shares (this activity is known as **stacking**)

## THE CONSERVATION TRUST

The \$102 million Conservation Trust was established in 2018 as part of Manitoba's Climate and Green Plan to fund activities that promote the conservation of natural resources by creating, conserving, or enhancing natural infrastructure for the benefit of Manitobans.

The Conservation Trust is held by The Winnipeg Foundation and revenues are managed by The Manitoba Habitat Heritage Corporation (MHHC). As a proposal-driven fund, The Conservation Trust invites grant applications from Manitoba non-profit organizations for on-the-ground projects that benefit watersheds, habitat and wildlife, advance innovation and conservation planning, enhance soil on Manitoba's working landscapes, and connect people to nature. The Conservation Trust focuses on providing a broad range of EG&S benefits to Manitobans.

The activities supported by The Conservation Trust will conserve biodiversity, increase production of harvestable wildlife, mitigate floods and droughts, and improve water quality by decreasing nutrients and other pollutants entering waterways. In addition, Trust funded activities will improve climate change mitigation through carbon sequestration and reduction of greenhouse gases, improve soil health, and decrease soil erosion. Projects may also provide other value to Manitobans, such as improving recreational opportunities to connect people to nature. Highest priority will be given to projects that impact significant areas of land, significant numbers of people, and demonstrate significant and/or multiple EG&S outcomes. The majority of funding will go towards landscape-based proposals for watersheds, habitat, and wildlife. See the 'Funded Projects' section on [mhhc.mb.ca](http://mhhc.mb.ca) for previous granting amounts by funding category.

A thorough review process is designed to select projects that meet or exceed basic eligibility requirements, including:

- Address an evident conservation need that is a priority for The Conservation Trust
- Have significant, measurable, and/or multiple EG&S outcomes (conservation benefits)
- Involve active partnerships and have effective engagement with other organizations
- Have matching funds (cash and in-kind) that meet or exceed a 2:1 ratio; i.e. Conservation Trust request is for one-third of the total project costs
- Show how requested funds support priority Trust activities



*Photo Credit: Peter Lindsay*

### **What is Natural Infrastructure?**

Natural infrastructure is an area or system that is either naturally occurring or naturalized and then intentionally managed to provide multiple benefits for the environment and human-wellbeing.

### **What are Working Landscapes?**

Working landscapes are areas where people and significant economic activities co-exist with natural lands and water. Working Landscapes have a higher immediate risk of loss than areas without significant economic activity.

Working Landscapes have generally experienced significant loss of natural areas already and the future risk of loss remains significant.

### **What are Ecological Goods and Services?**

Ecological goods and services are the conservation benefits that come from healthy ecosystems, including clean water and air and enhanced biodiversity.

EG&S can include market goods produced from ecosystems (commodities, food, and fiber) improved wildlife habitat, benefits from ecosystem processes, including water purification or carbon storage and other values such as improving recreational opportunities. Ecological Goods and Services are sometimes referred to as EG&S.



## THE GROW TRUST

In March of 2019, Manitoba established a second trust fund for conservation purposes: the \$52.0 million GROW Trust. The GROW (GRowing Outcomes in Watersheds) Trust was established to support the provincial watersheds-based conservation initiative, GROW. Revenues from The GROW Trust are administered by MHHC and will be used to support GROW.

Watershed Districts may apply for GROW Trust funds through the Trusts granting process. Contact your Watershed Planner and Trusts Grant Associate for more information.

## THE WETLANDS GROW TRUST

In 2020, Manitoba established a third conservation trust fund, the Wetlands GROW Trust, with a \$50.0 million contribution. The Wetlands GROW Trust is primarily intended to support the protection of critical ephemeral/temporary wetlands as an eligible GROW activity.

This activity focuses primarily on the conservation of existing ephemeral/temporary wetlands that have not been drained or filled but may be cultivated from time to time. Because ephemeral/temporary (Classes 1 and 2) wetlands are not protected by legislation, regulation, or provincial policy, they continue to be vulnerable to drainage. The Provincial GROW Guide outlines this and other conservation options in more detail. Any applications received will be reviewed against priorities established in the Provincial GROW guide. Applicants will be required to follow those priorities when applying for temporary wetlands funding.

Eligible GROW delivery groups may apply for temporary wetlands funding within their GROW application. Applicants interested in temporary wetlands funding should contact their Watershed Planner or Trusts Grant Associate for more information concerning eligibility and establishment criteria.

## MANITOBA HABITAT HERITAGE CORPORATION

MHHC was established in 1986 as a provincial Crown Corporation by the Manitoba Habitat Heritage Act. MHHC underwent a significant transformation on February 1, 2021 when it moved out of government to become a private, charitable organization (CRA charitable registration #126479468 RR 0001).

While the organization has evolved over the decades, its charitable purpose – conservation, restoration and enhancement of fish and wildlife habitat – has remained the same.

The mission of The Manitoba Habitat Heritage Corporation is to be a pre-eminent leader in delivering diverse habitat conservation programs through partnerships with the community and other governments.

MHHC seeks innovative solutions to conservation challenges that benefit landowners, wildlife, and all Manitobans. Over the past 35 years, MHHC has increasingly facilitated conservation partnerships and voluntary, farm-friendly conservation initiatives that promote ecosystem health and biodiversity. MHHC has built on this experience, as well as the advice of many local, regional and national organizations, in the development of the grant programs for the Trusts.



Homegrown conservation since 1986.

## CALL FOR PROPOSALS - SPRING 2023

Funding is available for on-the-ground conservation projects across Manitoba's working landscapes that provide EG&S.

The Spring 2023 call for Letters of Interest is open for:

- 1) GROW applicants
- 2) Applicants interested in the six Conservation Trust categories

### **GROW and Other Watershed District Applications**

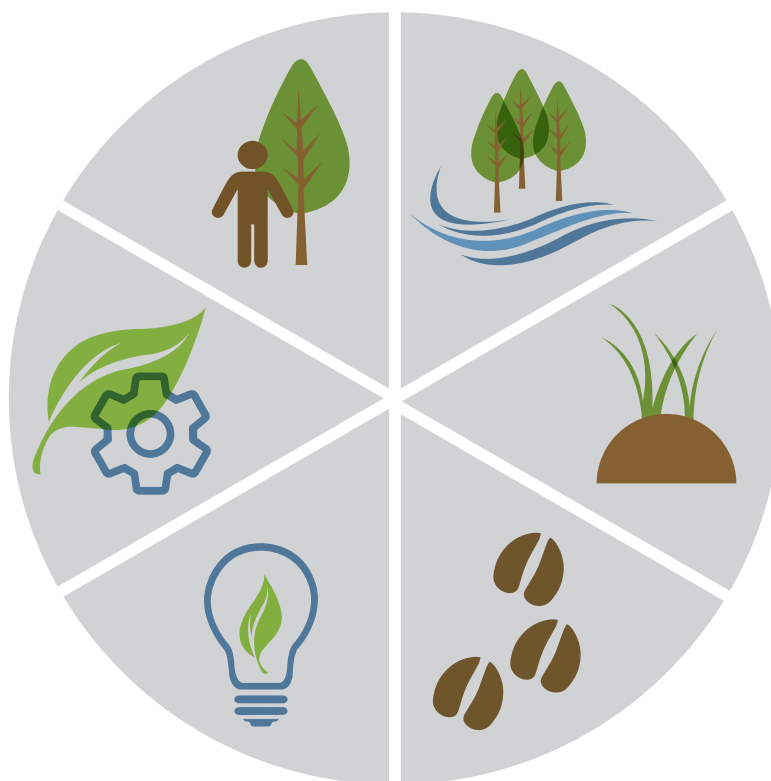
All Watershed Districts may submit GROW applications and Conservation Trust applications. Watershed Districts are encouraged to focus their proposals within a GROW application. Those districts interested in applying to deliver temporary wetlands conservation activities under the Wetlands GROW Trust may apply for that activity as part of their single GROW application. Contact your Watershed Planner or Trusts Grant Associate for more information regarding temporary wetlands funding. Any applications received will be reviewed against priorities established in the Provincial GROW guide. Applicants will be required to follow those priorities when applying for temporary wetlands funding.

Watershed Districts may also apply for a maximum of \$100,000 across the six Conservation Trust funding categories listed below, for activities not eligible under GROW.

### **Conservation Trust: all other applicants**

Other organizations seeking funding from the Conservation Trust may apply for up to \$500,000 across the six Conservation Trust funding categories.

An applicant may submit multiple applications across the six Conservation Trust funding categories. Applications may be approved for partial or full funding. Applicants may partner on additional proposals over and above their funding cap.





## LAND DONATION SUPPORT FUND





Groups wishing to receive cost-shared support for donations of land and interests in lands, e.g. perpetual conservation easements, may contact MHHC directly to seek support from the Conservation Trust for a portion of closing costs e.g. legal fees and appraisals tied to securing those donations. Requests to this fund may be made directly to MHHC at any time.

## SPRING 2023 CONSERVATION TRUST CATEGORIES

Please see the 'Funded Projects' section on the [mhhc.mb.ca](https://mhhc.mb.ca). Proposals will be assessed on project deliverables achieved within the one to two year project period. Categories should be selected based on deliverables achieved within the project period.

PROJECT CATEGORY	ACTIVITY TYPES
<p>Habitat and Wildlife</p> 	<p>Up to \$400,000 for</p> <ul style="list-style-type: none"> <li>• Projects designed to improve habitat quality and quantity</li> <li>• Activities that enhance populations of key wildlife species or suites of species</li> <li>• Habitat activities that support a regional, provincial, or national plan for wildlife or habitat</li> </ul> <p>Project examples may include:</p> <ul style="list-style-type: none"> <li>• Wildlife habitat restoration and enhancement activities</li> <li>• Nesting structures</li> <li>• Grass and forage cover plantings</li> <li>• Native prairie and rangeland enhancement</li> <li>• Pollinator habitat establishment</li> <li>• Block plantings for forests and shelterbelts</li> <li>• Fish habitat restoration "above the waterline"</li> <li>• Crown land habitat restoration or enhancement that is within agricultural landscapes</li> </ul>
<p>Watersheds</p> 	<p>Up to \$300,000 for</p> <ul style="list-style-type: none"> <li>• Projects that have water quality and quantity (water retention, drought mitigation, etc.) as key EG&amp;S outcomes</li> <li>• Activities that contribute to other EG&amp;S such as biological diversity, soil conservation, carbon sequestration, etc.</li> <li>• Activities that support established priorities in an integrated watershed management plan, established basin plan, or a plan that has watershed health as a fundamental objective.</li> </ul> <p>Project examples may include:</p> <ul style="list-style-type: none"> <li>• Wetland restoration and enhancement</li> <li>• Water retention with a significant habitat enhancement component</li> <li>• Riparian habitat enhancement</li> <li>• Forage plantings that have significant watershed benefits, e.g. buffer zones, grassed waterways, forage plantings on fragile croplands</li> </ul> <p>Water retention projects that deliver multiple ecological goods and services (EG&amp;S) benefits will be ranked higher than projects that are designed simply to store water. Natural infrastructure projects that incorporate habitat (e.g. re-vegetating associated berms and structures, inclusion of pollinator habitat, inclusion of tree planting around a structure, etc.) will generally be ranked higher than those with a single or few EG&amp;S benefits.</p>



PROJECT CATEGORY	ACTIVITY TYPES
<p>Soil Health</p> 	<p>Up to \$200,000 for</p> <ul style="list-style-type: none"> <li>Activities that build soil organic matter, decrease soil erosion, and increase carbon sequestration through perennial cover management, or other cropping practices that maximize the period of living roots in the soil on agricultural lands</li> </ul> <p>Project examples may include:</p> <ul style="list-style-type: none"> <li>Perennial cover management primarily to enhance soil health</li> <li>Grazing and cropping systems that align with regenerative agriculture principles and practice</li> </ul> <p>Priority will be given to projects that emphasize perennial cover systems or multi-species cover crop systems</p>
<p>Innovation</p> 	<p>Up to \$100,000 for</p> <ul style="list-style-type: none"> <li>On-the-ground pilot projects that are designed to focus on new approaches to the conservation of land, water and wildlife. Deliverables must be tied to on-the-ground projects within the grant period.</li> </ul>
<p>Conservation Planning</p> 	<p>Up to \$25,000 for</p> <ul style="list-style-type: none"> <li>Large area planning initiatives at an eco-regional, basin, or multi-species scale</li> </ul> <p>Successful planning applications will guide on-the-ground conservation projects in the near-term</p>
<p>Connecting People to Nature</p> 	<p>Up to \$50,000 for</p> <ul style="list-style-type: none"> <li>Landscape Enhancements, e.g. riverbanks and natural greenways or equivalent natural areas in urban or high use rural settings</li> <li>Projects that improve citizens access to nature (e.g. trails) or enhance a visitor's experience with nature (signage)</li> <li>Outdoor-based interpretive programs specifically designed to connect people with nature</li> </ul> <p>Funding is very limited in this category. Successful projects in the Connecting People to Nature category have generally included all three activities (landscape enhancements, infrastructure enhancements, and provided in-person outdoor-based interpretive programming).</p>



## CALL FOR PROPOSALS - SPRING 2023 TIMELINE

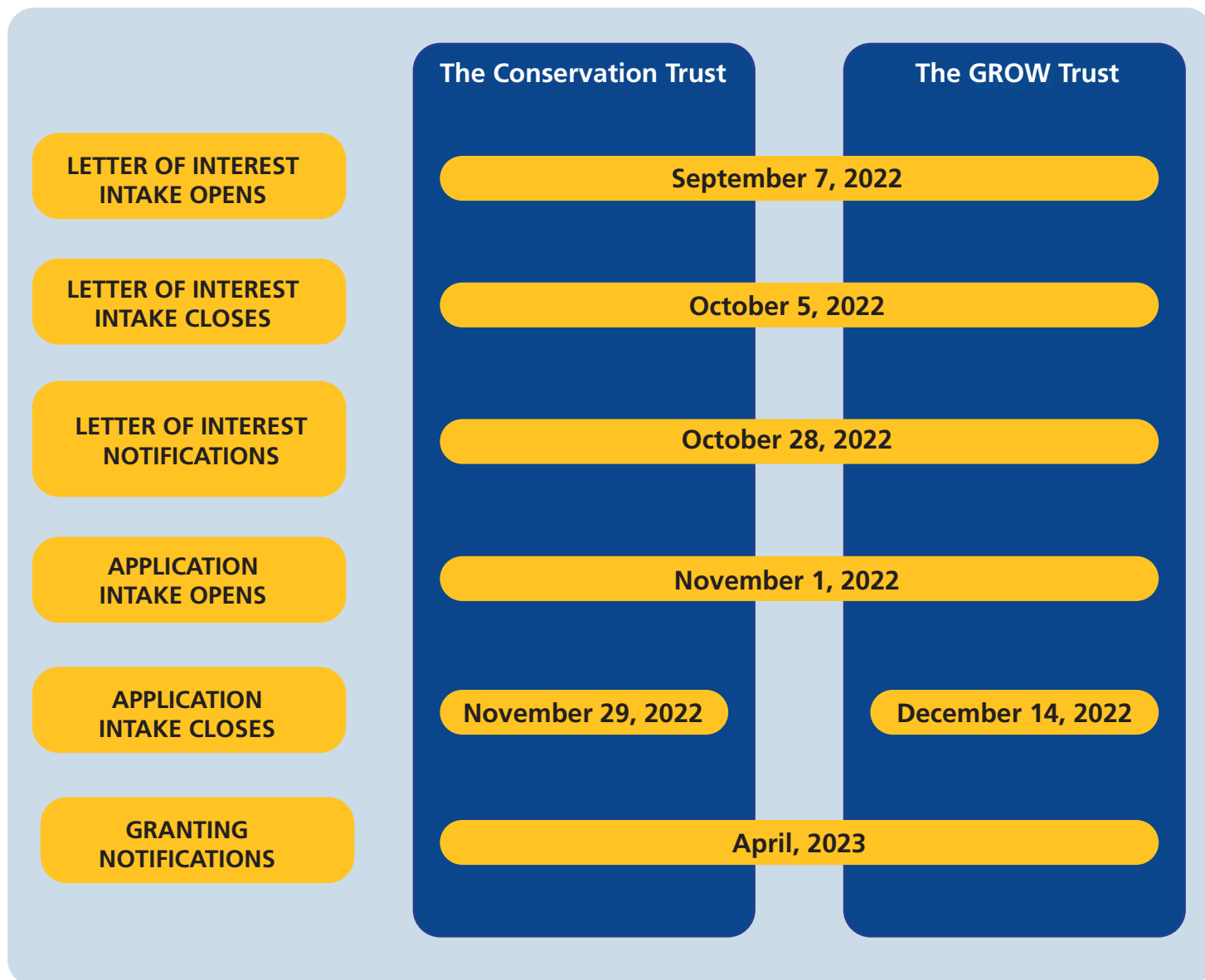


Photo Credit: CPAWS

# APPLICATION REQUIREMENTS

## Eligible Areas

GROW applicants: see Provincial GROW Guide

Conservation Trust applicants:

- Project sites in “Municipal Manitoba”
- Projects in Urban and Suburban Settings: Support for projects in urban/suburban settings is primarily focused on projects in the Connecting People to Nature category. Projects in urban and suburban settings that will impact larger tracts of habitat may be considered beyond the Connecting People to Nature category

## Eligible Applicants

GROW applicants: only Watershed Districts may submit a GROW application

Conservation Trust applicants:

- Community-based not-for-profit groups
- Provincially-based not-for-profit groups
- National not-for-profit groups that have established operations within Manitoba

Applicants are encouraged to seek knowledge from various experts in the field as well as local community leaders, and develop partnerships with other organizations. Organizations are not restricted from partnering multiple times in the same funding cycle.

## Ineligible Applicants

GROW applicants: all groups other than Watershed Districts

Conservation Trust applicants:

- Organizations without established operations in Manitoba
- Governments (including Municipalities and Indigenous governments)
- Individuals
- For-profit organizations

Ineligible applicants are encouraged to participate as project partners with applicants.

Grant recipients with existing funded projects that are substantially behind their proposed work plan and deliverables may be restricted from re-applying.

## Eligible Expenses

### A. Direct Project Costs

- Materials and Supplies: required for conducting the project
- Construction Services
- Consulting/professional services: includes consultants and legal fees
- Equipment Rental
- Materials associated with the construction, delivery, or establishment of the project
- Landowner Establishment Costs include all other payments to landowners working on their own land, with the exception of **annual** incentive payments
- Annual Incentive payments: direct payments to landowners to encourage them to take part in projects that are expected to result in a loss of future income-generating potential from the land affected.
- Annual Incentive Payments to landowners

**B. Delivery Costs**

- Salaries and Benefits\*
- Travel & Field Costs\* If travelling outside of Manitoba, please consult with your Grants Associate
- Administration and Overhead associated with proposal\* (board expenses, management costs, rent, phones, computer infrastructure)
- Communications (should not be calculated as part of a day rate)

*\*Note: Applicants could choose to capture all expenses in a day rate which is entered in the Salaries and Benefits line*

**Ineligible Expenses**

The Trusts are project funders, and it is not the intent of the funds to provide on-going operating, maintenance, or core operating support. The following expenses are ineligible for Trust funding, however, these may be used as match. For Ineligible Match, see page 11. Ineligible expenses include, but are not limited to:

- Activities primarily focused on festivals and general public events
- Contributions to endowment funds
- General repairs or rebuilding of existing projects (may be eligible under specific circumstances)
- Land purchases and easements
- Major capital assets such as buildings
- Major equipment purchases (> \$5000 per item)
- Mapping-only projects that are not integral to the development of a larger Trust funded project
- Organizational fundraising
- Research costs
- Routine brush control of fence lines
- Tenancy agreements/rentals
- Water quality monitoring

**Ineligible Activities**

The following activities are ineligible for Trust funding, however, these may be used as match. For Ineligible Match, see page 11. Ineligible activities include, but are not limited to:

- Abandoned well sealing
- Any activity that must be undertaken because of a government order or regulatory requirement (e.g. the restoration of wetlands that are already required by regulation)
- Conferences, lecture series, or conventions
- Feeding or control of wildlife species
- Fish or wildlife rearing, farming, stocking, or hatcheries projects
- Law enforcement activities
- Policy promotion and advocacy activities
- Prevention and ongoing control of alien invasive species or wildlife species
- Primary and applied research (see definitions, page 17)
- Projects with a primary purpose of providing irrigation services to landowners are generally not eligible for funding from the Trusts. If there are significant EG&S benefits to the project, beyond water storage, a small portion of project costs may be eligible. For GROW projects, a separate justification will need to be submitted to the Trusts for review and approval prior to establishment
- Rearing or rehabilitating wildlife in captivity
- Reduction of point-sources of nutrients and other contaminants: from sewage lagoons, similar waste-water treatment facilities, and water retention ponds. The Trusts focus on supporting landscape-based activities where the primary water quality issue is non-point sources of nutrients and other contaminants affecting surface waters

## Matching Funds

### *See Appendix A, Calculating Match*

The overall objective for the Trusts is a total match ratio (cash and in-kind) of 2:1. Annual incentive payments from the GROW Trust do not require match.

- Matching funds can be cash and/or in-kind goods and services
- Projects with less than a 2:1 match ratio may be considered and ranked accordingly
- No more than 50% of matching funds can be from provincial government sources
- Matching funds for activities that directly relate to the project may have been received up to one fiscal year prior to the proposed start date, e.g. April 1st - March 31st

#### Examples of Cash Matching (costs with a financial transaction)

- Project staff time paid for by the applicant or project partner
- Goods and services paid for by the applicant or project partner
- Donations with a tax receipt

#### Examples of In-Kind Matching (costs with non-financial transaction, valued at generally accepted market rates)

- Landowner and community time in project planning and establishment
- Community volunteer time
- Goods and services provided for free (e.g. land use where no incentive payment is provided)

See the Trusts section of the MHC website for an example in-kind tracking form:

<https://mhhc.mb.ca/the-conservation-trust/conservation-trust-all-downloads/>

If you experience a significant match deficiency during project implementation, and no longer meet the 2:1 match ratio requirement, please contact your Grants Associate.

#### Ineligible Match

- Any activities that result in habitat and/or water degradation or loss
- Any activities that must be undertaken because of a government order or regulatory requirement (e.g. wetland restoration activities mandated by regulation)
- Construction and maintenance of drainage and other significant infrastructure (drains, machinery crossings, etc.)
- Land operating costs such as property taxes, debt servicing, etc. are not eligible
- Using multiple funders (unknown to them) to fund activities at a combined cost that exceeds accepted market rates and/or established landowner cost-shares (this activity is known as *stacking*. See definitions, page 17).

**If you are unsure if your project is eligible or have questions about match, please contact the Trusts Grants Associates at [granting@mhhc.mb.ca](mailto:granting@mhhc.mb.ca). If you are a returning applicant, please contact your designated Grants Associate.**

## Project Timelines

Groups may submit applications for up to two years for project establishment activities. If applicants are considering including Annual Incentive Payments to landowners, please contact a Trusts Grants Associate.

## Partnerships

Trust criteria are designed to encourage broad, effective partnerships that increase capacity between partners. Partners may be involved in the planning and/or project establishment. Project applicants are responsible for project deliverables and should retain all relevant project information. Trusts Grants Associates will communicate with the Project applicant. Partnership projects require additional cooperation and communication and Project applicants should budget sufficient time and resources for this. Projects demonstrating interactive partnerships will be ranked higher in the Partnership Engagement category. For approved projects a signed letter from the partner(s) that clearly outlines the partner roles and responsibilities may be required as part of the contribution agreement.

## Establishing and Monitoring Projects

### A. Project Establishment and Incentive Payments

Most grants from the Trusts will involve significant activities and expenses at the front end to establish projects on the ground. MHHHC considers this phase to be the *Project Establishment Period*.

Examples of project establishment activities include:

- Design and construction of a water retention project
- Design and construction of drain plugs for wetland restoration
- Installation of fences and watering systems for grazing projects
- Purchase of seed, shrubs or trees, whether purchased by the grantee or cooperating landowners
- Establishment of grass, forage, or tree plantings, whether purchased by the grantee or cooperating landowners

For most grants, the establishment would occur within a two-year period.

Additional payments to landowners, often termed “incentive payments” may also be made, especially when the income generating potential of the land is restricted by the project. This is especially true when projects alter existing land use, e.g. restoration of a drained wetland. Amounts and timing of these additional payments need to be specified in a written agreement with the landowner.

If the conservation project includes incentive payments for existing natural areas, those lands should be of high environmental value and at high risk of loss.

GROW includes annual incentive payments to landowners for the duration of the project, instead of the incentive payment being made in full during the establishment period of the project. Grantees making annual incentive payments will receive funds for their upcoming annual incentive payment requirements after they submit monitoring reports of the status of their projects.

### B. Landowner Agreements

All activities occurring on properties not owned or controlled by the grantee will be supported by written agreements between the grantee and the landowner. Those agreements should include responsibilities of the landowner and the grantee as well as the duration of the agreement and the project area.

Landowners may elect to have incentive payments made to renters of their lands. If so, the agreement must reflect the landowner's decision to direct payments to the renter and the renter's acceptance of the conservation project provisions.

### C. Project Monitoring

Once established, Grantees are responsible to ensure all projects are monitored regularly over the life of the agreement to ensure that they continue to function effectively.

## Project Reporting Timelines

	One Year Projects	Two Year Projects	Additional Reports
<b>Conservation Trust</b>	Final Report: Due April 30 <sup>th</sup>	Interim Report (First Year), Final Report: (Second Year): Due April 30 <sup>th</sup>	None
<b>GROW Trust</b>	Final Report: Due April 30 <sup>th</sup>	Interim Report (First Year), Final Report: (Second Year): Due April 30 <sup>th</sup>	Annual Monitoring Reports



## Project Amendment Requests

A project amendment form can be requested from your Grant Associate who will assign the form to you in the Online Grant Portal.. The grantee can apply to modify their project activities, deliverables, budget, or terms of the agreement, the acceptance of which will be subject to MHHC review and approval. Possible modifications include, but are not limited to, changes to project deliverables (as described in the Proposal, including Output Table, and Workplan) and Budget category changes as described below:

- The funds may not change by more than 10% in any one Budget Category. If this change is greater than \$25,000 please contact your Grants Associate
- Any budget re-allocations that exceed 10% of a Budget Category must be requested through a Project Amendment Request and will be subject to review and approval by MHHC



Photo Credit: Manitoba Forage and Grassland Association

## APPLICATION PROCESS

The Trust Funds use a two-stage application process. All applications and reporting will be completed entirely through the online Grant Management System:

- Stage 1: Letter of Interest
- Stage 2: Project Application

**Stage 1:** Open call for Letters of Interest (LOI), using the on-line LOI application. LOIs will be screened to ensure proposed projects meet the Trusts criteria. Applicants to the Conservation Trust with similar LOI submissions may be asked to collaborate on a single application submission.

The LOI process is intended to screen out organizations and applications that do not meet Trust eligibility criteria. If the Trust category is oversubscribed the number of LOIs that may proceed to a full application may be restricted.

**Stage 2:** If the LOI is accepted, applicants will be invited to apply for project funding. The LOI invitation to submit a full application does not imply a guarantee of funding.

## REVIEW PROCESS

Applications will undergo a multi-tier review process:

1. Applications will be screened to determine eligibility and suitability
2. Applications will be forwarded to a Technical Advisory Committee (TAC) for technical review, evaluation and ranking. Reviewers have diversified expertise in wildlife, biodiversity, soil and water conservation, and are not employed by organizations eligible for Trust funding

Application review criteria include:

- Potential conservation benefit
  - Alignment with Trust outcomes
  - Technical feasibility
  - Deliverables and delivery cost efficiency (cost/benefit)
  - Extent of co-benefits
  - Partnership engagement and matching funds
  - Project sustainability
  - Organizational capacity and delivery history
  - Evidence to support project activities
3. Recommendations from the TAC will be forwarded to Manitoba Habitat Heritage Corporation
  4. MHHC makes a final determination of successful applications and funding levels, based on TAC rankings, funds available and Trust priorities. MHHC's decision is final
  5. All applicants will be notified of decisions

## APPLICATION PROCESS FEEDBACK

MHHC seeks your input to help develop the best possible process for the Trusts. A brief anonymous online survey regarding the grant application process will be distributed to applicants as part of the grant application process.

**For any questions regarding the Trusts please contact a Grants Associate at [granting@mhhc.mb.ca](mailto:granting@mhhc.mb.ca).  
If you are a returning applicant, please contact your designated Grants Associate.**



## APPENDIX A - CALCULATING MATCH

Match funds are cash and in-kind expenditures that are required to complete the project but are not paid for by the Trusts.

### Examples of cash matching (costs with a financial transaction)

- Project staff time paid for by the applicant or partners
- Materials and services paid for by the applicant
- Donations with a tax receipt

### Examples of In-Kind Matching (non-financial transactions)

Non-financial transactions that can be valued at generally accepted market rates are eligible as match. Examples include:

- Volunteer time provided to a project
- Landowner time in project planning and establishment
- Landowner contributions of materials to the project
- Donations to a project where values can be established at generally accepted market rates

### **Tips for Calculating Match**

- Applicants can go back one fiscal year (April 1st - March 31st) from project approval date for match (meeting and planning, feasibility, etc.)
- Other non-Trust funded grants associated with this project
- Time from partners towards the project
- Time from community volunteers
  - Calculate the time at the cost it would take to replace it (e.g. What would it cost if you had to hire a contractor to do the work?)
- Advisory Committee or Board member time is eligible. In the absence of any other calculated rate \$250/day may be used to estimate expenditures.

Note that for Audit purposes, the Trusts require you keep a record for both cash and in-kind match in as careful a manner as you would for Trust expenditures.

See the Trusts section of the MHHC website for an example in-kind tracking form:

<https://mhhc.mb.ca/the-conservation-trust/conservation-trust-all-downloads/>

## APPENDIX B - CALCULATING THE VALUE OF IN-KIND LAND

### Calculating the value of in-kind land

If land of a third party is being impacted by a project and incentive payments are not being offered, the value may be used as an in-kind contribution.

- Match should be equivalent to the opportunity cost, in this case the loss of agricultural income that occurs because of the project
  - E.g. If land that is currently cultivated is going to be dedicated to a wetland restoration/ water retention project, then the loss of agricultural use is essentially 100%
  - If that same property has perennial cover established, but the landowner can hay or graze, then the loss of agricultural opportunity is partial, and the in-kind calculation should reflect this (e.g. 30-60% of the agricultural value of the land)
  - If non-arable land is impacted by a conservation project, then the impact on agricultural production is expected to be very small (10% or less)
- The area of land that is counted as match should be the footprint of the project plus a reasonable buffer zone. Tree-planting projects may include a buffer zone up to three times the planting area. Wetland and water retention projects may define a footprint up to 1.5 times the water area. For grassland projects, the footprint is the area of impact
- Land operating costs such as property taxes, debt servicing, etc. are not eligible
- Lands owned by conservation organizations and managed for conservation purposes may not be used in this manner to develop in-kind contributions to grant proposals



Photo Credit: Peter Lindsay

## GLOSSARY OF TERMS

**CARBON SEQUESTRATION:** a process that removes carbon from the atmosphere and stores it in the natural environment.

**ECOLOGICAL GOODS AND SERVICES:** the positive conservation benefits that come from healthy ecosystems, including clean water and air and enhanced biodiversity. Ecological goods & services include market goods produced from ecosystems (commodities, food and fiber), improved wildlife habitat, benefits from ecosystem processes, including water purification or carbon storage and other values such as improving recreational opportunities. Ecological Goods and Services are sometimes referred to as *EG&S*.

**FISH HABITAT “ABOVE THE WATERLINE”:** riverbank and lake shoreline enhancements that significantly contribute to fish habitat restoration. An example would be establishing bank vegetation to promote bank stability, decrease silt accumulation, reduce the degree to which rocks, boulders, gravel, etc. are embedded in silt and sand (embeddedness) and provide shade, and nutrients and insects for food.

**MEASURES OF SUCCESS:** all project activities should be measurable, whether quantitatively or qualitatively. Activity measures are referred to as Measures of Success or indicators or performance measures. Measures of Success are tracked to determine how well project objectives are being met and relate to outputs.

**MUNICIPAL MANITOBA:** any municipality that is continued or formed under The Municipal Act (C.C.S.M. c. M225) <https://web2.gov.mb.ca/laws/statutes/ccsm/m225e.php>

**NATURAL INFRASTRUCTURE:** natural infrastructure is an area or system that is either naturally occurring or naturalized and then intentionally managed to provide multiple benefits for the environment and human-wellbeing. (<https://www.iisd.org/articles/multiple-benefits-natural-infrastructure>)

**OBJECTIVES:** describe the specific, measurable ways a project will address the conservation issue identified. Objectives should be S.M.A.R.T. - specific, measurable, achievable, relevant and time-bound.

**OUTPUTS:** result from activities that you carry out and are an indication of project effort. Outputs are measurable and can be activities that you do, people you are trying to reach, products or services you provide, e.g. in a wetland restoration the outputs are the number of acres of restored wetland, the water storage capacity (volume), wildlife benefits, etc.

**OUTCOMES:** are the estimated Ecological Goods & Service benefits you wish to achieve or changes or benefits that result from project activities. Outcomes measure how people and the environment are impacted by your project, e.g. in the above example of a wetland restoration the outcomes are the volume of water actually held back in a runoff event, the quantity of nutrients sequestered (phosphorus, etc.), and the amount of carbon sequestered.

**PRIMARY AND APPLIED RESEARCH:** research projects, including feasibility studies of new land and water conservation concepts, are not eligible for Trust funding, though these activities may be used for matching fund purposes if the research activity relates to the project proposal.

**RIPARIAN ZONES:** the transition zones that are found along streams, rivers, lake shores and wetlands. These areas support unique wildlife and plant communities. Healthy riparian areas have many important functions in our watersheds (Manitoba Climate and Green Plan).

**STACKING:** multiple funders (typically unbeknownst to them) fund activities at a combined cost that exceeds accepted market rates and/or the established landowner cost-shares

*Examples:*

1. A Trust funded project is approved for incentive payments at a specific rate and later funding from an additional funder is added to increase the incentive payment above the specific rate.
2. A Trust funded project is approved with a landowner cost-share, and later funding from an additional funder is added to substitute landowner cost-share.

**WORKING LANDSCAPES:** areas where people and significant economic activities co-exist with natural lands and water. Working Landscapes have a higher immediate risk of loss than areas without significant economic activity. Working Landscapes have generally experienced significant loss of natural areas already and the future risk of loss remains significant.