The Conservation Trust Spring 2025

*Manitoba Habitat Conservancy*

# General Project Information

## Project Title\*

The project title from your approved Letter of Interest (LOI) will be copied over automatically.

*Character Limit: 125*

## Project ID Number

Assigned by Trust staff

*Character Limit: 100*

## Primary Contact\*

Identify the name, title, email address, and phone number of the person who will lead this project and will be the primary contact for communication purposes.

*Character Limit: 250*

## Proposal Author

Identify the name of the proposal author(s), if different from the Primary Contact.

*Character Limit: 250*

# Ongoing Trust Projects

## Project(s) Status

Please list the project name, approval year, approved Trust funding and status (on track or delayed). Do not include completed projects.

*Character Limit: 3000*

# Executive Summary

## Conservation Trust Project Category

The Conservation Trust Project Category from your approved Letter of Interest (LOI) will be copied over automatically.

#### Choices

Watersheds

Habitat and Wildlife Soil Health

Innovation Conservation Planning

Connecting People to Nature

## Duration\*

Select the number of years it will take to complete the project.

**Choices** One Year Two Years

## Project Location\*

If known at this stage, provide a one-line description of the project locations, for example:

* The nearest town or other known feature; or
* [Municipali](https://www.mhhc.mb.ca/wp-content/uploads/2018/11/CT_Maps_MunicipalMB-1.pdf)ty; or
* First Nation(s); or
* [Watershed District(s)](https://static1.squarespace.com/static/5d1970615efdf4000145bc48/t/64baa4ad18631055882f7c6b/1689953453932/Watersheds_Manitoba_July2023.pdf); or
* Region (e.g., Southwest Manitoba, Interlake)

*Character Limit: 800*

## Brief Project Summary\*

**Manitoba Habitat Conservancy will use this summary for public communication purposes***. In a short paragraph, describe what your proposal will accomplish, including the total of the Trust and match funded estimated outputs (e.g. 500 acres restored).*

*Character Limit: 1000*

## Trust Project Request\*

Enter the funding amount requested from the Conservation Trust.

*Character Limit: 20*

## Match Funds\*

Enter the total amount of matching funds, including cash and in-kind contributions.

*Character Limit: 20*

## Total Project Budget (including match)\*

Enter the amount of the total project budget.

Total Project Budget = Trust Project Request + Match Funds

*Character Limit: 20*

#  Detailed Project Description

## Management Plan\*

Is this project being delivered in the context of a larger management plan (conservation, watershed, or resource management plan)?

#### Choices

Yes No

## If yes, please briefly identify the plan's:

Goal, objective and specific action items addressed by your proposed project (bulleted list preferred).

*Character Limit: 1000*

## Background\*

Please explain why your project is important. You may want to explain important aspects such as:

* The issue(s) or challenge(s) to be addressed
* The urgency/priority
* The risk of loss/conversion
* Any relevant justification that supports your proposal. This may include: scientific evidence, literature reviews, local expert and/or Indigenous Knowledge, etc.

*Character Limit: 3600*

## Objectives\*

What are your project’s objectives? Please include the specific, measurable ways you will address the conservation issue(s) identified. Objectives are important because they are the basis for the activities and evaluation of your project.

*Character Limit: 3600*

## Table Package\*

Read the **Conservation Trust Application Handbook** for detailed instructions on how to fill out the Table Package.

* 1. Download the [Spring 2025 Table Package](https://mbhabitat.ca/wp-content/uploads/2024/11/CT_Spring-2025_Table-Package_For-Distribution.xlsx) and fill in the information requested in each of the following tables:
		1. Project Information
		2. Project Budget
		3. Project Workplan
		4. Project Outputs
	2. Upload the completed templates as an **excel document**.

*File Size Limit: 7 MB*

## Additional Information

Are there additional details not captured in the table package that you would like to make note of?

*Character Limit: 1000*

## Pre-submission Accuracy Check\*

I have checked that the outputs in the table package match those listed in the Brief Project Summary

#### Choices

I agree

## LOI Review: Comments

Please ensure that your proposal has addressed the comments provided in your LOI review, if applicable.

*Character Limit: 2500*

#  Additional Project Information

## Project Sustainability\*

Please describe the long-term sustainability of your project, and how you will address required ongoing maintenance (if applicable).

*Character Limit: 3000*

## Monitoring and Compliance\*

Please describe:

* Your monitoring plan/schedule
* Plan for landowner non-compliance

*Character Limit: 3000*

## Conservation Contracts\*

By applying to MHC you are acknowledging that you will have written agreements in place with landowners on whose lands projects are occurring. Please contact the Trust Team if you have questions about this.

### Note: Longer term lengths will be prioritized by the Trust and are encouraged in order to ensure that the intended environmental goods and services are achieved.

#### Choices

Yes

Not applicable to the project activities

## Reporting Requirements\*

I acknowledge that reporting will be required for all Trust funded projects.

* Reports will be submitted to the required reporting platform as indicated by MHC
* The grantee will be required to report on match activities and funds (including landowner in-kind)
* All projects may be subject to audit
* All Trust funded, landscape-based projects are required to provide GIS shapefiles as part of final reporting.

Please contact the Trust Team with any questions.

#### Choices

I understand

## Organizational Experience and Key People\*

Describe how your organization’s and/or your team’s knowledge, skills, and expertise demonstrate your ability to complete your project. Please only describe experience or education relevant to this project.

*Character Limit: 3500*

## Partnerships and Collaboration\*

Provide the following:

* + List of all collaborating partners
	+ Briefly describe how these groups will be involved in the project \*
	+ **Contributions of each partner** (financial and/or in-kind)

### \*Please see Partnerships and Collaboration section of the [Conservation Trust Guidelines](https://mbhabitat.ca/wp-content/uploads/2024/09/CTGuidelines_FINAL_2025.pdf)

*Character Limit: 3500*

## Proposal Consultations

* + Identify any individuals, groups, organizations, Watershed Districts, or provincial or federal government staff that are not partners that will be included in your project, and identify if consultations are completed or pending
	+ If community engagement is a focus of your proposal, you do not need to duplicate information that you have already included in your Project Workplan.

*Character Limit: 3500*

## Recognizing Trust Funding\*

As highlighting funding recognition is important, please describe how the Trust’s contributions to this project will be acknowledged (news releases, brochures, video, signage, etc). See [Grant](https://mbhabitat.ca/wp-content/uploads/2024/07/23MHHC3440-MHC-Brand-Guidelines-One-Pager_Revised.pdf) [Recognition Guideline](https://mbhabitat.ca/wp-content/uploads/2024/07/23MHHC3440-MHC-Brand-Guidelines-One-Pager_Revised.pdf)s.

*Character Limit: 3500*

## Communications\*

In this section, you’ll describe how you plan to communicate about your project activities. You may include:

* + An explanation of how relevant data or information gathered will be shared
	+ What audiences you want to make aware of your project activities, and why
	+ Specific communications activities/deliverables that you will complete (e.g., press releases, technical papers, public presentations, brochures, video, social media, etc.)

*Character Limit: 3500*

## Project Liability

Identify liability concerns and where ownership of liability will lie (especially regarding construction projects). Tenure and public access should be addressed.

*Character Limit: 2000*

## Project Risks

Identify any risk factors that may affect the project and describe how these factors will be mitigated.

*Character Limit: 2000*

## Licenses/Permits/Approvals

Are any licenses, permits, or approvals needed to undertake this project? Describe your plan to acquire any required documentation.

*Character Limit: 2000*

## Sources Cited

If you have used other sources of information for your proposal, please list where you found them (website, etc.) including articles, reports, academic publications, names of local experts and/or Indigenous Knowledge Keepers, etc.

*Character Limit: 3500*

## Additional Information

Please provide any other relevant information not already captured above.

*Character Limit: 3500*

#  Attachments

## Optional Attachments

* Supporting documents, such as maps and site photos, may be attached, if applicable.
* Provide a list of the filenames of each attachment and a brief description of the contents.

*Character Limit: 2000 | File Size Limit: 2 MB*

## Upload a second file

*File Size Limit: 2 MB*

## Upload a third file

*File Size Limit: 2 MB*

## Upload a fourth file

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## Upload a fifth file

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