

COLUMBIA VALLEY LOCAL CONSERVATION FUND (CVLCF) PROJECT PROPOSAL APPLICATION 2026

General Instructions

- Only registered non-profit organizations, local governments and First Nations are eligible to apply. Unqualified groups or organizations may partner with a qualified organization.
- Applications must be returned to Kootenay Conservation Program **by 4:30 pm MT October 31st, 2025**. Email application to info@kootenayconservation.ca.
- All proponents should read the [CVLCF Terms of Reference](#) and [2026 CVLCF Application Guide](#).
- **All sections of the application must be completed.**

Section A – GENERAL INFORMATION	
1. Application Date:	
2. Project Title:	
3. Proponent <i>Must be a registered non-profit organization, local government, or First Nation. This is the legal entity that will enter into an agreement with the Regional District of East Kootenay (RDEK).</i>	
a) Legal Name: b) Organization Registration #: c) Mailing Address: d) Main Contact: e) Telephone #: f) Email:	
4. Partner (if applicable) <i>Organization or individual partnering with the qualified proponent listed in Question A-3.</i>	
a) Name: b) Organization Registration # (if applicable): c) Mailing Address: d) Contact: e) Telephone #: f) Email:	
5. Total Funding Requested for 2026:	6. Total Project Budget for 2026:
7. Will this project proceed without CVLCF funding? ☐ Yes ☐ No	
8. Multi-Year Projects: Please indicate if you are applying for multi-year funding. ☐ Yes ☐ No	
If Yes, Amount Requested for 2027: The RDEK will consider multi-year applications up to a maximum of three years. Submission of a multi-year proposal does not guarantee approval of multi-year funding. Amount Requested for 2028:	

Section B – MANDATORY CRITERIA

All projects must meet the following requirements to be considered for funding under this program. If the answer is “no” to any question, the project will not be considered further.

1. In which geographical areas will your project occur? Select all that apply.
☐ Village of Radium Hot Springs
☐ District of Invermere
☐ Village of Canal Flats
☐ RDEK Electoral Area F
☐ RDEK Electoral Area G
2. Which of the following [IUCN threats to biodiversity targets](#) does your project address? Select all that apply.
☐ Residential and commercial development;
☐ Climate change;
☐ Invasive and/or other problematic species;
☐ Transportation and service corridors;
☐ Fire and fire suppression; and/or
☐ Human intrusions and disturbance (recreational activities).
3. Project meets the basic requirements for an eligible activity (see [CVLCF Terms of Reference page 9](#)). ☐ Yes ☐ No
4. Proponent is a registered non-profit organization, local government, or First Nation. ☐ Yes ☐ No
5. Proponent or partner is prepared to make a presentation on the outcomes of their work and submit a written report on an annual basis. ☐ Yes ☐ No
6. Proponent or partner is willing to make a short (1-2 minute) "selfie" video about their project using a smart phone or other device OR has already submitted a project video in a previous project year. ☐ Yes ☐ No

Section C – PROJECT OUTLINE

- Please use the Section C Word template provided on the Columbia Valley Local Conservation Fund webpage on the KCP website: <https://kootenayconservation.ca/columbia-valley/>
- Review the CVLCF Application Guide for more information.

Section D – PROJECT BUDGET

- Please use the budget template provided on the Columbia Valley Local Conservation Fund webpage on the KCP website: <https://kootenayconservation.ca/columbia-valley/>
- **For multi-year proposals only:** please fill in a budget template for **each year** and indicate by **bolding** the row which components are Variable Activities (activities that are specific to one year) versus Core Activities (regular annual programming).
- Successful proponents will be asked to report the % of the CVLCF budget that was spent within the Columbia Valley and are encouraged to purchase materials and supplies and hire locally where possible.

Section E – LETTERS OF SUPPORT

- Please include up to three letters of support for this project.