

Invasive Phragmites Control Fund



Invasive
Species
Centre



Centre des
espèces
envahissantes

Invasive Phragmites Control Fund Applicant Guide

The Green Shovels Collaborative (GSC) is a coalition of conservation organizations, including Ducks Unlimited Canada (DUC), Federation of Ontario Cottagers' Associations (FOCA), Invasive Species Centre (ISC), the Nature Conservancy of Canada (NCC), Ontario Invasive Plant Council (OIPC), and Ontario Federation of Anglers and Hunters (OFAH).

With assistance from the Ministry of Natural Resources and Forestry, the Green Shovels Collaborative is seeking to support groups or organizations implementing Phragmites control activities in Ontario by providing grants of up to \$10,000.

Program Objectives

The 2022 Invasive Phragmites Control Fund program will fund collaboration in action to:

1. Amplify and expand Phragmites control implementation in Ontario, and/or
2. Address the leading edge and rapid spread of Phragmites, and/or
3. Increase collaboration and coordination, volunteer, and landowner participation & capacity.

Funding Priorities

Funding for multiple categories may be requested in one application.

1. Equipment and materials (e.g., backpack sprayers, misc. parts, spades, cane cutters, small boats, rafts, health and safety supplies, personal protective equipment, chemicals, pesticide signs, interpretive/educational signage, etc.)
2. Control implementation (if completed by March 1, 2023) (e.g., spraying, prescribed burns, cutting, rolling)
3. Control Implementation and Management Planning (e.g., consultant fees, surveys, control plans, budgets, partner engagement, landowner engagement, etc.)

Eligible Applicants

Groups or organizations in Ontario (e.g., Community collaboratives, municipalities, Indigenous communities, organizations, non-profit or charitable groups, and conservation authorities) are eligible to apply. Should this be a barrier, we encourage collaborative applications where the recipient is a legal entity. Projects proposed by private individuals are not eligible for funding at this time.

Proposed Timeline

Phase	Start	End
Request for Proposals	July 18, 2022*	August 5, 2022
Successful recipients notified (target date)	Mid-August	
Agreements	August/September 2022	
Final Reporting	February 1, 2023	March 1, 2023**

* Eligible expenses as of July 18, 2022, will be considered.

** All funds must be spent by March 1, 2023.

Award Terms

The 2022 Invasive Phragmites Control Fund has \$40,000 to distribute to control projects in Ontario. The Fund strives to support approximately four to ten projects. For applications to be considered, a minimum ask of \$2,500.00 is required, up to a maximum ask of \$10,000.00.

Award recipients will agree to provide project updates, stories, and photos to be used by the Invasive Species Centre and other Green Shovel Collaborative partners to communicate project outcomes and raise awareness about Phragmites in Ontario. Award recipients agree to report on specific key performance indicators that will be used to communicate project outcomes to grant funders and the Green Shovels Collaborative partners. Key Performance Indicators

To support the evaluation of this fund and ensure future funding is available, the following key performance indicators (KPI's) may be requested. KPI's are not meant to be overly cumbersome and will be more, or less, appropriate for each project. A subset of the KPI's listed below can be chosen and will be agreed upon prior to the distribution of funds along with a final reporting template.

KPI	Unit	Description
Full-time staff	Number (n)	Total number of paid full-time staff working on the project
Volunteers	Number (n)	Total number of volunteers working on the project - Count each person regardless of hours spent on the project
Volunteer hours	Time (hours)	Total number of hours donated. - Total all hours donated from each volunteer on the project
Area controlled	Metres sq. (m ²)	Measures the total area of Phragmites managed.
Online engagements	Total reach	Total online reach; total all the following: - Website hits - Social media total reach - Email blasts (opens and clicks)
Events	Number (n)	Total number of organized events
Event attendees	Number (n)	Total number of attendees at all engagements
Indigenous involvement	Number (n)	Total number of Indigenous groups engaged
Other KPI		Add Key Performance Indicator if applicable

How to Apply

Interested applicants must complete an online application form by **Friday, August 5, 2021 at 12 p.m. (noon)**.

Access the online application form: <https://bit.ly/3o961Mp>

Download the budget template: <https://bit.ly/2XF7kbN>

Please contact Karen Alexander at kalexander@invasivespeciescentre.ca to discuss project eligibility and other questions.

Application Outline

The online application form **cannot be saved and returned to**. If applicable, the following outline can be used to pre-prepare content for the online form in a WORD document.

1. Applicant Name
 - person responsible for implementing the project
2. Applicant phone number
3. Applicant email
4. Applicant organization (legal entity)
5. Applicants address
6. Applicant profile (50 words or less)
 - Describe the vision and mission of your organization.
7. Choose your geographic area (a list is provided)
 - Central Ontario: Durham – Halton Region – Muskoka District – Peel Region – Simcoe County – Toronto – York
 - Southwestern Ontario: Brant County – Bruce County – Chatham–Kent – Dufferin County – Elgin County – Essex County – Grey County – Haldimand County – Hamilton – Huron County – Lambton County – Middlesex County – Niagara Region – Norfolk County – Oxford County – Pelee Township – Perth County – Waterloo – Wellington County
 - Eastern Ontario: Frontenac County – Haliburton County – Hastings- Kawartha Lakes – Lanark – Leeds & Grenville – Lennox & Addington – Northumberland County – Ottawa – Peterborough County – Prescott & Russell – Prince Edward County – Renfrew – Stormont, Dundas & Glengarry
 - Northeastern Ontario: Algoma District – Cochrane – Manitoulin – Nipissing District – Parry Sound District – Sudbury – Timiskaming
 - Northwestern Ontario: Kenora – Rainy River – Thunder Bay
8. Project Title (15 words or less)
9. Choose the Program Objectives that apply to your project (list provided)
 - Amplify and expand Phragmites control implementation in Ontario, and/or
 - Address the leading edge and rapid spread of Phragmites, and/or
 - Increase collaboration and coordination, volunteer, and landowner participation & capacity.
10. Choose the Funding Priorities that apply to your project (list provided)
 - Equipment and materials (e.g., backpack sprayers, misc. parts, spades, cane cutters, small boats, rafts, health and safety supplies, personal protective equipment, chemicals, pesticide signs, interpretive/educational signage, etc.)
 - Winter control implementation (if completed by March 1, 2023) (e.g., prescribed burns, cutting, rolling)
 - Control Implementation and Management Planning (e.g., staff time, consultant fees, surveys, control plans, budgets, partner engagement, landowner engagement, etc.)
11. Project Description (500 words or less)
 - Include a clear purpose for your project, what are you setting out to do and why?
 - How are you planning to achieve your purpose?
 - Please include a high-level timeline and project plan
 - Who will you work with?
12. Short Description (12-20 words or less)

13. Does your project require a Letter of Opinion? And/or Landowner Permission?

- Yes, we have a Letter of Opinion and landowner permission
- Yes, but we have not obtained permissions yet. We have obtained a Letter of Opinion and/or Landowner Permission for another project in the past.
- Yes, but we have not obtained permissions yet. We have not obtained a Letter of Opinion and/or Landowner Permission for another project in the past.
- No

14. Expected Outcomes (100 words or less)

- Describe how your project will advance the Invasive Phragmites Control Fund goals and priorities.
- Include estimates for one or more of the key performance indicators listed and described above.

15. Project Budget (download the budget template, fill in and save as a PDF, then upload it to the online application)

- Choose from one of three categories for each line in the budget: Human Resources, Purchase, Contractor
- Include a description and total cost estimate (CAD, HST inclusive)
- Include any cash contributions (CAD value) and identify the source fund or partner
- Include any in-kind contributions (CAD value) and identify the source
 - i. Volunteer hours are valued at \$25.00/hour
 - ii. In-kind professional services are valued at \$50.00/hour

Below is an example budget for your reference.

Category	Description	Total Cost \$ (CAD)	Cash contribution (Amount (CAD) / identify partner)	In-kind contribution (Value (CAD) / identify partner)	Total ask of the Invasive Phragmites Control Fund
<i>E.g., Purchase</i>	<i>20 spades for volunteers @ \$30 + HST each</i>	<i>\$678.00</i>	<i>\$0.00</i>	<i>10 spades provided by volunteers</i>	<i>\$339.00</i>
<i>E.g., Human Resources</i>	<i>1 paid staff @ \$25/hr. For 25 hours</i>	<i>\$625.00</i>	<i>\$300.00 Applicant Organization</i>	<i>\$0.00</i>	<i>\$325.00</i>
<i>E.g., Human Resources</i>	<i>30 volunteers working an estimated 20 hours over the project, each valued at \$25.00/hour</i>	<i>\$15,000.00</i>	<i>\$0.00</i>	<i>\$15,000.00/ volunteers</i>	<i>\$0.00</i>
<i>E.g., Purchase</i>	<i>30 volunteer swag packs at a cost of \$50.00 each</i>	<i>\$1,500.00</i>	<i>\$1,500.00 / Magic Money Association</i>	<i>\$0.00</i>	<i>\$0.00</i>
TOTAL		\$17,803.00	\$1,800.00	\$15,000.00	\$664.00