



APPLICATION FORM FOR SMALL CRAFT HARBOURS  
ABANDONED AND WRECKED VESSELS  
REMOVAL PROGRAM

SECTION 1: APPLICANT INFORMATION		
SECTION 1A: CONTACT INFORMATION		
LEGAL NAME OF APPLICANT – Harbour Authority, City/Town/Municipality, Band Council, Indigenous Group, etc. (the “Applicant”):		
NAME AND POSITION OF THE PRIMARY CONTACT(S) FOR APPLICANT:		
Primary Phone:	Secondary phone Number:	
FAX:	Email address:	
MAILING ADDRESS FOR NOTIFICATION AND PAYMENT:		
City/Town:	Province/Territory:	Postal Code:
SECTION 1B: GOAL(s)/MANDATE OF THE APPLICANT’S ORGANIZATION		
SECTION 2: STATEMENT OF PURPOSE AND OBJECTIVE FOR WHICH THE FUNDING IS BEING SOUGHT		
Funding Objective (check all that apply): <div><div><input type="checkbox"/> To obtain funding to take legal possession of abandoned /wrecked vessel (s)</div><div><input type="checkbox"/> To obtain funding to assess abandoned/wrecked vessel(s) (note: must have legal possession prior to assessment)</div><div><input type="checkbox"/> To obtain funding to remove abandoned/wrecked vessel(s) (note: must have legal possession prior to removal)</div><div><input type="checkbox"/> To obtain funding to dispose of abandoned/wrecked vessel(s) (note: must have legal possession prior to removal)</div></div>		
Multiple Vessels: If removal/disposal of multiple vessels at once is more economical, applications may include multiple vessels. Applicants seeking funding for multiple vessels must ensure that each vessel is accounted for throughout the application, including in the project plan and costing sheet.		Total number of vessels included in this application:
SECTION 3: DESCRIPTION OF THE ORGANIZATION,S PROPOSED ACTIVITIES		
SECTION 3A: DESCRIPTION OF VESSEL(S) Applicants seeing funding for multiple vessels must complete the <i>Small Craft Harbours Abandoned and Wrecked Vessels Removal Program Additional Vessel Form</i> <u>for each additional vessel</u> and include with this application.		
Indicate if vessel appears to be: <div><div><input type="checkbox"/> Abandoned (see definition in Application Guide)</div><div><input type="checkbox"/> Wrecked (see definition in Application Guide)</div><div><input type="checkbox"/> Both</div></div>		

Length of time (in years) the vessel has appeared in this state:	
Vessel Location	
Harbour Name:	Vessel location:  <input type="checkbox"/> In water <input type="checkbox"/> On land
Vessel Information	
Length (approx. m):	Vessel Name:
Vessel type:  <input type="checkbox"/> Fishing <input type="checkbox"/> Recreational <input type="checkbox"/> Other (please specify): _____	Registration Number:
Vessel Construction Material:  <input type="checkbox"/> Wood <input type="checkbox"/> Steel <input type="checkbox"/> Aluminum <input type="checkbox"/> Fibreglass <input type="checkbox"/> Concrete <input type="checkbox"/> Other (please specify): _____	Vessel Condition:  <input type="checkbox"/> Drifting <input type="checkbox"/> Anchored/moored <input type="checkbox"/> Partionally sunk/sunk <input type="checkbox"/> Dilapidated <input type="checkbox"/> Beached <input type="checkbox"/> Other (please specify): _____
Vessel Situation	
Describe <u>how and when</u> the vessel became abandoned or wrecked	
Approximate value of vessel in current condition (in Canadian dollars), if known:	
Vessel Photos	
<input type="checkbox"/> Photos of the vessel's location and state from various, distinct angles are included	
SECTION 3B: ESTABLISHING LEGAL POSSESSION (see Application Guide for more information)	
Has the applicant received legal possession from the owner to access and remove the vessel?	
<input type="checkbox"/> <u>Yes</u> : the applicant must provide proof that they have obtained legal possession in order to receive funding to remove or dispose of vessel(s). Proceed to section 3C to continue the form.	
<input type="checkbox"/> <u>No</u> : the applicant must obtain legal possession before removing or disposing of the vessel, which is an eligible activity under this program. Proceed with filling out this section.	



Vessel Owner Information and Contact

Is the owner known?

☐ Yes

☐ No

If the owner is known, has the owner been contacted regarding the vessel?

☐ Yes

☐ No

If yes (the owner has been contacted):

Date of last contact: \_\_\_\_\_

Method of last contact: \_\_\_\_\_

If no (the owner has not been contacted, provide reason):

SECTION 3C: RISK POSED BY VESSEL

Select one or more of the following risks pertaining to the vessel in its current state and explain below.

☐ May pose a danger to human health and safety

☐ May pose risk to the environment

☐ May impact organizational operations

☐ May cause damage to Small Craft harbours infrastructure

☐ May pose obstruction to navigation

☐ Other (please specify) \_\_\_\_\_

☐ N/A

Based on your selection (s) above, describe the risk(s) in additional detail.

SECTION 4 :PROJECT PLAN AND BUDGET

SECTION 4A: PROJECT PLAN

The purpose of this section is to describe in detail the project plan start to finish. Your project plan should clearly outline the planned schedule with key activities and timelines, from planning and preparation (i.e. assessments, surveys, possession activities), to project delivery (i.e. removal and disposal). You may apply for reimbursement of costs related to all or parts of your project and your plan should be drafted accordingly. If your application is for the removal and disposal of multiple vessels, they should all be addressed in this section as a single project. However, costs should be broken down per vessel (in Section 5).

This may include activities related to obtaining legal possession, surveys and assessments, removal and disposal.

While a project plan is mandatory, it is not mandatory to use this template. Please refer to the application guide to ensure you have accounted for all necessary information required in the project plan.

Deliverables	Key activities	Description/resources (who, what, when, where, how)	Cost (0.00\$)	Expected Start Date (Month, Day, Year)	Expected End Date (Month. Day, Year)
Legal Possession					



Assessment/ Surveys					
Total cost of legal possession and assessment/surveys					
Removal					
Disposal					
Reporting					
Total cost of removal, disposal and reporting					
<b>SECTION 4B: PROJECT BUDGET AND CASH FLOW</b> Describe the entire budget for this project. You must provide information on how the organization will meet the cost-sharing requirements of the SCH Abandoned and Wrecked Vessels Removal Program. This may include cash contribution from the organization, other funding sources, and/or in-kind contributions.  If your application is for removal and disposal of multiple vessels, costs should be broken down per vessel.					

Project Budget – Legal Assessment and Possession / Removal and Disposal

Eligible Cast Category	Details	Vessel #1	Vessel #2	Total
Salaries and wages (provide details)				
Travel (see note in Application Guide under eligible costs)				
Communications services				
Insurance				
Professional services				
Rental of space and equipment				
GST/HST* (see note in Application Guide under eligible costs)				
Total Eligible Costs				



\*Please note that any GST/HST eligible for a tax refund should be excluded from AWVRP expenditures.  
\*\* If the HA is a GST/HST registrant, they may be eligible for GST/HST credit.

**Please indicate the HAs registrant status. GST or HST paid that is not eligible for credit or exemption is an eligible expense under the AWVRP and may be included in your expenses:**

☐ 0 % - No GST/HST credit is provided to the HA  
☐ 50 % - The HA receives a credit for half of GST/HST paid  
☐ 100 % - All GST/HST paid by the HA is credited

Cash Flow and Source of Funds

Source of Funds (per Fiscal Year*)	Fiscal Year 1	Fiscal Year 2	Fiscal Year 3	Total
Applicant contribution – Cash				
Applicant contribution – In-kind				
Fisheries and Oceans Canada abandoned and wrecked vessels removal contribution funds				
Other government source of funds – Cash (specify organization , and add lines for each organization)				
Other government source of funds – In-kind (specify organization , and add lines for each organization)				
Other source of funds – Non-government – In-kind (specify organization , and add lines for each organization)				
Total Cash Flow				

\* the federal government's fiscal year runs from April 1 to March 31



SECTION 5 :DISCLOSURE STATEMENT

The applicant presents and warrants that no individual, for whom the post-employment provisions of the Conflict of Interest and Post-Employment Code for Public Office Holders of the Values and Ethics Code for the Public Service apply, will derive a direct benefit from this agreement unless that individual is in compliance with the applicable post-employment provisions.

The applicant confirms that any person lobbying on its behalf in respect of the Agreement and required to be registered pursuant to the Lobbyist Registration Act, R.S.C. 1985, c. 44 (4<sup>th</sup> supp.) is so registered.

The applicant confirms that there are no Fisheries and Oceans Canada officials on any committee or board related to this proposed project.

Initials of official representation: \_\_\_\_\_

SECTION 6 :ELIGIBILITY

This will confirm that the applicant is an eligible recipient as per Section 1.

This will confirm that the proposed project will result in the applicant’s stated purpose and objective as outlined in Section 2. This will confirm that planned projects costs are “eligible costs” as outlined in the guidelines for the SCH Abandoned and Wrecked Vessels Removal Program. Specific costs under this project are provided in Project Budget and Cash Flow.

Initials of official representation: \_\_\_\_\_

SECTION 7 :DECLARATION

In order for your application to be eligible for funding, it must be completed and signed by the official representative(s) of the organization in accordance with the organization’s by-laws or other constituting documents.

The person(s) signing this form certify(ies) the following:

- ☐ I certify that I have the capacity and that I am authorized to sign and submit this application on behalf of the organization named in Section 1;
- ☐ I certify that the information provided in this application and supporting documentation is true, accurate, and complete to the best of my knowledge;
- ☐ I certify that effort has been made to address risks by contacting appropriate federal authorities, and documentation from authorities is attached; and,
- ☐ I certify that effort has been made to determine the owner of the vessel, including but not limited to searching federal registries such as Transport Canada Ship Registry.

Name (please print): \_\_\_\_\_

Signature: \_\_\_\_\_

Title (please print):\_\_\_\_\_

Signature Date (yyyy-mm-dd): \_\_\_\_\_