**Aboriginal Fund for Species at Risk (AFSAR) – Aquatic Projects**

**2024-2025**

**Program Guidelines**

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# Background

The *Species at Risk Act* (*SARA*) recognizes the essential role that Indigenous[[1]](#footnote-1) Peoples play in wildlife conservation, and the need to consider Aboriginal Traditional Knowledge (ATK) in key SARA processes. The Aboriginal Fund for Species at Risk (AFSAR) program was established in 2004 to facilitate active participation by Indigenous communities in the implementation of the *Act*. It invests in organizational capacity development and encourages activities that contribute to the conservation and recovery of species at risk (SAR), including community-led documentation and management of Indigenous Knowledge (IK)[[2]](#footnote-2).

AFSAR has *two separate platforms for funding*:

* + ***Terrestrial Projects*** – Delivered by Environment and Climate Change Canada (ECCC);
  + ***Aquatic Projects*** – Delivered by Fisheries and Oceans Canada (DFO).

**NOTE:** This document provides general program information and outlines the requirements for submitting an **aquatic project application** to the AFSAR program’s 2024-2025 funding cycle. For information on funding for terrestrial species at risk, please [contact Environment and Climate Change Canada](https://www.canada.ca/en/environment-climate-change/services/environmental-funding/programs/aboriginal-fund-species-risk.html)

Proposals will be evaluated in the context of the regional and national funding priorities included in this document. Please contact your AFSAR Regional Coordinator (*see* [*Appendix 1*](#_Appendix_1:_AFSAR)*)* to learn more about specific regional information and priorities.

For more information about AFSAR, please consult the [program website](http://dfo-mpo.gc.ca/species-especes/sara-lep/afsar-faep/index-eng.html) or contact your [AFSAR Regional Coordinator](https://www.dfo-mpo.gc.ca/species-especes/sara-lep/afsar-faep/contact-contactez/index-eng.html).

# Program Objectives, Expected Results and Priorities

### Objectives

The objectives of the AFSAR aquatic program are to**:**

* + Promote the conservation and recovery of aquatic SAR and their habitats; and
  + Support the engagement and participation of Indigenous Peoples in SAR stewardship and implementation of SARA.

### Expected Results

Proposed projects should demonstrate how they align with the objectives of the AFSAR program. Further, the proposal should describe, through its own objectives, activities and anticipated outcomes, how it will achieve one or more of the following results:

* + Habitat for species at risk is improved and/or managed to meet their recovery needs;
  + Threats to species at risk and/or their habitat are stopped, removed and/or mitigated;
  + Collaboration, information sharing and partnership between Indigenous communities, governments and organizations and other interested parties (e.g. federal/provincial/territorial governments, academia, industry, private sector) is enhanced; and
  + Capacity within Indigenous communities, to lead in the stewardship of species at risk and contribute to broader SARA implementation, is strengthened.

### National Priorities

The national priorities for the AFSAR aquatic program focus on the following:

* + Implementation of priority activities described in federal recovery strategies, action plans or management plans;
  + Implementation of multi-species and multi-partner projects within important habitat[[3]](#footnote-3) areas;
  + Activities that seek to monitor, mitigate or respond to threats described in federal SAR recovery documents and species assessments (COSEWIC);
  + Community-led capacity development[[4]](#footnote-4), including the documentation and management of Indigenous Knowledge (IK)

### Regional Priorities

For the 2024-2025 funding year, the format for regional priorities for aquatic projects has not changed. Projects will continue to be evaluated against the regional priority species, areas and/or threats, listed in the [Regional Priority Table *(see Appendix 2)*](#_Appendix_3:_AFSAR). Please contact your [AFSAR Regional Coordinator](https://www.dfo-mpo.gc.ca/species-especes/sara-lep/afsar-faep/contact-contactez/index-eng.html) for more information on all of the program’s priority activities, areas and threats.

# Eligible Areas

Project activities under AFSAR may take place in freshwater and marine areas across Canada including those within federal lands, Indigenous lands, provincial Crown lands or private lands, provided the proposed activities have a direct benefit to aquatic species at risk and adhere to other program eligibilities.

# Eligible Recipients

Indigenous communities and organizations located in Canada are eligible for funding (*see list below*). Furthermore, a partner organization (Indigenous or non-Indigenous) may submit an application on behalf of one or more Indigenous communities or organizations providing a letter of support from the community clearly indicates that the submitting organization has been formally mandated to do so.

Eligible recipients include the following:

* + Indigenous Communities / Bands / Settlements
  + Indigenous Associations / Organizations / Societies
  + District Councils / Chiefs’ Councils / Tribal Councils
  + Indigenous Fisheries Commissions / Councils / Authorities / Boards
  + Indigenous Economic Institutions / Organizations / Corporations / Co-operatives
  + Partnerships or aggregations of Indigenous groups
  + Service providers mandated to work with Indigenous organizations, as determined by DFO

# Eligible Species

Only proposals targeting species identified as Endangered, Threatened or of Special Concern will be eligible for funding. This applies to species listed on Schedule 1 of SARA, as well as unlisted species that have received a corresponding status assessment from the [Committee on the Status of Endangered Wildlife in Canada (COSEWIC)](https://www.canada.ca/en/environment-climate-change/services/committee-status-endangered-wildlife.html).

For the most up-to-date list of species (both Schedule 1 listed and COSEWIC assessed), statuses and corresponding federal assessments, recovery strategies, action plans and/or management plans, please visit the [Species at](http://www.registrelep-sararegistry.gc.ca/) [Risk Public Registry](http://www.registrelep-sararegistry.gc.ca/).

# Eligible Activities

The following activity categories are eligible for funding under AFSAR. Those applicable to your project should be clearly identified and explained within your application. The examples listed for each activity category below are options only and do not represent the full scope of possibilities. Activities that do not fall under these categories are subject to approval by DFO. You should consult your [AFSAR Regional Coordinator](https://www.dfo-mpo.gc.ca/species-especes/sara-lep/afsar-faep/contact-contactez/index-eng.html) if you would like to undertake activities other than those listed below.

### Activity Categories

### Human Impact Mitigation: Direct intervention, or proactive/preventative activities for SAR under immediate threat from human activity.

* + Prevention of habitat damage (aquatic, riparian) as a result of human activity (e.g. educational signage; fences for exclusion of human disturbances)
  + Protection, mitigation or prevention of harm to SAR and their habitat as a result of human activity (e.g. physical obstruction, water quality obstruction, etc.)
  + Application of modified or new technology to prevent accidental harm (e.g. using modified harvesting methods to reduce incidental take of SAR)

### Habitat Improvement: Enhancing or restoring habitat of SAR; changing land/water management or land/water use practices to benefit SAR and improve habitat quality.

* + Restoration, enhancement and/or management of SAR habitat
  + Vegetation planting or removal of exotics/invasive species in the habitat of, in the immediate area of, and for the direct benefit of a known SAR
  + Residence creation (e.g. abalone condos, artificial reefs or spawning areas, etc.)
  + Implementation of beneficial management practices or land/water use guidelines
* **Program Planning and Development:** Developing local SAR conservation strategies, land use guidelines/best practices, and planning the implementation of stewardship programs and activities, including engagement strategies for target audiences.
  + Development of SAR conservation strategies to improve habitat and reduce threats
  + Planning of stewardship programs and activities, including target audience engagement strategies
  + Compilation and dissemination of resource/land use guidelines and beneficial management practices
* **Surveys, Inventories and Monitoring:** Activities such as identifying potential sites for habitat restoration; or assessing the presence of a SAR and its habitat in order to target, design and carry out a current (or future) stewardship project*\*.*

*To be considered for funding, the proposal should clearly define how these activities contribute to broader stewardship initiatives that will be implemented within the next two years (e.g. how population or habitat monitoring will inform future improvement, mitigation or planning activities).\**

* + Identifying potential sites for habitat restoration; includes mapping and analysis (needed to support SAR stewardship activities)
  + Assessing the presence and/or health of SAR through surveying and/or monitoring
  + Creation and/or maintenance of inventories or databases for habitat and species data

**\*Note:** Section 6.4 of the Application Form enables you to demonstrate how your monitoring and data collection activity will lead to on-the-ground recovery action.

* **Project and Program Evaluation:** Assess the social and biological results and effectiveness of stewardship activities.
  + Conducting project assessment(s) and/or evaluating results
  + Preparing final results and related reporting for dissemination

### Indigenous Knowledge (IK) – Documentation, Management and Use: Developing and implementing strategies, procedures and/or protocols for community-led documentation, management and use of IK.

* + Developing strategies, procedures and/or protocols for documentation and management of IK
  + Documenting IK through surveys and/or interviews focused on SAR and their habitats
  + Compiling, managing and/or storing (e.g. set-up/maintenance of databases)
  + Contributing or applying IK to stewardship activities and conservation planning
* **Outreach & Education:** Providing information to appropriate target audiences on specific actions to be taken to protect SAR; raising awareness about SAR conservation needs; educating resource users about alternative methods that minimize impacts on SAR and their habitat; promoting stewardship at the community level to improve attitudes and change behaviour.

*The activity should lead to direct SAR recovery action; general outreach or non- targeted activities will not be considered for funding.\**

* + Development of targeted outreach materials emphasizing the importance of SAR and the benefits of action to be undertaken, which will be used to inform and engage community members/youth
  + Training of individuals/community members in stewardship practices/field activities related to SAR
  + Informing and engaging community members/target audiences about their role in SAR recovery

**\*Note:** Section 6.6 of the Application Form enables you to demonstrate how your outreach activity will lead to on-the-ground recovery action.

#### Important:

* For species with draft or completed federal recovery strategies, action plans or management plans, activities must be closely linked to prescribed recovery actions in those documents. Activities targeting species without federal recovery documents should seek to address habitats, threats and other considerations identified in COSEWIC assessments.
* Activities under the outreach category must clearly demonstrate that they are focused and targeted on achieving the goals of recovery for target SAR.
* The creation of promotional merchandise (such as hats or mugs) is not eligible for AFSAR funding.
* Any proposed outreach or awareness-building activity will need to be framed as a necessary component of a larger project plan, unless they are sufficiently targeted and well supported to stand alone. Proposals will need to describe in detail how each outreach activity will lead to action in implementing on-the- ground species recovery and include a plan for measuring the implementation, either within the time frame of the project, or within a defined period afterward. Instructions on how to demonstrate this aspect of your outreach activities are included in the Application Form (section 6.6).
* Captive breeding, captive rearing, fish hatcheries, aquaculture, extirpated species reintroductions, the development of Recovery Strategies or Action Plans, including the identification of Critical Habitat (as required under SARA) and scientific research activities considered part of a federal mandate are **not** eligible for AFSAR funding. However, AFSAR-funded activities can contribute to the content of recovery documents, such as through the collection of species data that can be used to inform on habitat needs, threat mitigation measures, etc.

# Project Funding and Eligible Expenses

### Project Funding: Funding is variable and dependent on project activities. In an effort to promote collaboration and multi-year projects, the minimum funding request suggested for new single and multi-year projects is $10,000.

***NOTE:*** *Funding decisions can at times be delayed. Applicants are strongly encouraged to consider the potential impact of delayed or variable funding announcements on the proposed project activities and budgets.*

Please contact your [AFSAR Regional Coordinator](https://www.dfo-mpo.gc.ca/species-especes/sara-lep/afsar-faep/contact-contactez/index-eng.html) if you have concerns about minimum funding amounts or the potential impact of notification timing for funding decisions.

### Eligible Expenses: For all eligible expenses, only those deemed to be reasonable for completing the project shall be considered eligible.

Eligible expenses should be properly itemized and may include:

* **Administration:**
  + administrative expenses (e.g. phone, fax, internet, other utilities, bank fees, office supplies and materials)
  + GST or HST paid that is not eligible for reimbursement or exemption
  + bank interest fees if incurred where DFO is at fault
* **Communications:**
  + meeting expenses (e.g. hall, rent, supplies)
  + outreach materials (e.g. printing costs, web sites)
* **General Operating Expenses:**
  + repair and maintenance of equipment, facilities, vessels and vehicles related to the Agreement
  + operating expenses for equipment, vessels and vehicles for non-commercial enterprises
* **Insurance:**
  + insurance expenses related to Activities under the Agreement
* **Professional Services:**
  + contracted and professional service costs[[5]](#footnote-5) other than travel or litigation costs
  + consultation costs
  + legal fees related to this Agreement (excluding litigation costs)
* **Property, Plant and Equipment:**
  + purchase, lease or rental of equipment, supplies and materials
  + purchase, lease, rental or construction of facilities (e.g. storage and mobile accommodation, but excluding rolling stock, wharfage and administrative buildings) in support of the Activities
* **Rental of Space/Accommodations:**
  + office lease or rent
* **Salaries, Wages and Related Costs**[[6]](#footnote-6)**:**
  + human resource costs, including salaries and benefits (in-house)
* **Training:**
  + training fees and expenses, including materials
* **Travel:**
  + travel and related expenses for contracted professional service providers or other non-employees
  + travel and related expenses for employees

#### Note:

* GST/HST is an eligible project expenditure, and DFO may reimburse recipients for the taxes they paid while undertaking the activities of the agreement. The amount of DFO’s contribution includes the reimbursement for GST/HST. For example, if DFO’s contribution is $25,000, this $25,000 includes DFO’s reimbursement for all eligible expenditures including GST/HST. DFO will **not** reimburse the recipient $25,000 plus GST/HST; the $25,000 is all-inclusive.
* The use of universal day rates is **not** accepted. Costs must be broken down by expense category in order for the Contribution Agreement to be considered legally binding after signing. When costs are broken down into their respective categories, various clauses are triggered in your Contribution Agreement.
* Costs, other than those identified herein, are ineligible unless specifically approved in writing by the Minister of Fisheries and Oceans, or his or her delegate at the time of project approval and are necessary for the successful completion of the project.

# Consolidating Projects and Multi-Year Funding

If an applicant wishes to submit more than one project under AFSAR, they are encouraged to consolidate multiple, small proposals on the same target species, in the same priority area, or with a shared priority threat into a single, larger application that outlines the different priority activities.

Projects are administered at the regional scale. Applicants whose project crosses regional boundaries should identify a primary region based on where the majority of activities will take place.

Multi-year projects are encouraged because they consider the longer-term conservation outcome, and once approved, they offer assurance of funding from one year to the next provided the project remains on track.

Current recipients of AFSAR multi-year funding can apply to receive additional AFSAR funding to undertake new and additional activities as part of their existing project. Contact your [AFSAR Regional Coordinator](https://www.dfo-mpo.gc.ca/species-especes/sara-lep/afsar-faep/contact-contactez/index-eng.html) for details.

# Matching Contributions

You must obtain contributions of non-federal support (cash and/or in-kind) to obtain AFSAR funds.

* + **A minimum of 20% matching contributions (from non-federal sources) of the AFSAR funding amount is required ($0.20 match for each $1 of AFSAR funding) in order to be considered for AFSAR funding**.
  + For **multi-year projects**, the program’s requirement for matching funds is based on the ability of the applicant to obtain those funds **over the entire length of the project**, and approval is not contingent on securement of all matching funds up front. The rate of matching can be less than 20% of the AFSAR fund amount in any given year, as long as the 20% is met by the project’s completion.[[7]](#footnote-7)
  + Provincial agencies, non-governmental organizations, private landowners, the private sector, academic institutions and you, the applicant, are all eligible sources for matching funds.
  + Please note that Band or Indigenous government contributions for aquatic projects are considered as eligible sources of matching contributions. The Aboriginal Aquatic Resource and Ocean Management (AAROM) program contributions are also considered as eligible sources of matching contributions for aquatic projects.
  + Federal funds (e.g., EcoAction, Habitat Stewardship Program [HSP], existing AFSAR funding, and federal funds administered by third-party non- governmental organizations) are **not** eligible as match for AFSAR funding. See [section 10](#_Overlap_with_Other) for other requirements relating to the use of funds from other federal funding programs.
  + All proposed contributions must be listed in your proposal. If your AFSAR application is successful, all confirmed contributions must be identified in the Contribution Agreement you will sign with DFO. If the applicant is not sure where the funding will come from precisely at the time of application, he or she can specify at the time of application “Anticipated funding from other project funders.”
  + Examples of in-kind resources are equipment loans, donations of building materials and volunteer labour. In-kind costs should be associated only with the portion used in the project, not the total cost of the materials and supplies, for example. For specifics on the eligibility of and limitations on in-kind resources, please contact your [AFSAR Regional Coordinator](https://www.dfo-mpo.gc.ca/species-especes/sara-lep/afsar-faep/contact-contactez/index-eng.html).

# Other Requirements

### Impact Assessment Act (S.C. 2019, c. 28, s. 1)

The Impact Assessment Act requires departments to determine whether the carrying out of a project on federal lands (e.g., First Nation Reserve lands) is likely to cause significant adverse environmental effects. Consult your AFSAR Regional Coordinator to help you evaluate whether the consideration of the environmental effects of a project may be required under the Impact Assessment Act.

### Permitting

You will be responsible for obtaining the appropriate permits associated with your project from relevant federal and/or provincial authorities (including those required under the *Species at Risk Act*, the *Fisheries Act*, the *Migratory Birds Convention Act, 1994,* and any other provincial wildlife acts that may apply) wherever your project triggers the need for a permit (e.g. it could impact SAR).

As permits take time to arrange, you are advised to proactively seek all necessary permits several months in advance of project notification and anticipated start date. This will reduce unnecessary delays once a funding announcement is made (see the [SARA Registry](https://www.canada.ca/en/environment-climate-change/services/species-risk-public-registry.html) and consult your [AFSAR Regional Coordinator](https://www.dfo-mpo.gc.ca/species-especes/sara-lep/afsar-faep/contact-contactez/index-eng.html)).

### Overlap with Other Federal Funding Programs

You can only receive funding from one federal funding program for each proposed activity. Any applications submitted to the other federal funding programs (e.g. HSP, Interdepartmental Recovery Fund, EcoAction, etc.) must be for different activities than those listed in your AFSAR application.

### Official Languages

The [Official Languages Act](http://laws-lois.justice.gc.ca/eng/acts/o-3.01/) (Part VII) requires that the Government of Canada promote both official languages and enhance the vitality of Official Language Minority Communities ([OLMC](http://www.crtc.gc.ca/fra/5000/lo_ol/PCH%202011%20CLOSM%20map_list_11X17_b.pdf)) across Canada. It is recognized that projects or organizations funded by Fisheries and Oceans Canada (DFO) through a grants and contributions program may:

* Have an impact on OLMC; and/or
* Provide potential opportunities to promote the use of both English and French; and/or
* Make it possible to promote Canada’s bilingual nature.

Applicants whose project may be delivered in a geographic area with OLMCs or which includes any public events, signage, promotional or other communications may need to consider official language requirements, for example:

* Offer materials produced with project funds (brochures, kits, handouts, newsletters, reports, etc.) in both official languages
* Have directional and educational signs produced in both official languages
* Offer workshop facilitation in both official languages

Any cost related to official language translation is an eligible cost under the program.

Applicants should discuss any potential official language requirements and opportunities with their AFSAR Regional Coordinator.

# How Projects Are Reviewed

As the demand for funding from the AFSAR aquatic program regularly exceeds the funds available, there is no guarantee that your project will be funded. Every effort will be made to provide you with the earliest possible notice once a decision has been made. Applicants are strongly encouraged to work with their Regional Coordinators and submit an Expression of Interest ([see section 12](#_Expression_of_Interest)) to ensure projects align with program requirements.

### General

Regional Advisory Committees review project proposals based on a range of considerations, including:

#### Program objectives

* Eligibility requirements for i) applicants, ii) activities, iii) expenses, iv) matching funds, v) species; and
* Alignment with [regional priorities](#_Appendix_2:_AFSAR) for the region in which the work is to take place; and
* Alignment with the program’s [national priorities](#_National_Priorities) for aquatic activities.

#### Quality criteria

* Links to existing conservation activities and/or threats identified in federal recovery strategies, action plans or management strategies for Schedule 1 listed species, or COSEWIC assessments and status reports for unlisted but at-risk species (Endangered, Threated, Special Concern);
* Applicant’s ability to plan, manage and complete projects successfully (e.g., description of the issues and solutions to be implemented);
* Appropriateness of budget and schedules; these must be realistic, given the time frame and objectives of the project;
* Clarity, conciseness and quality of the application;
* Other funding sources (matching contributions) and the respective amounts or demonstration of the applicant’s ability to raise funds from non-federal sources;
* Implementation of evaluation and performance measures;
* Coordination with other habitat conservation programs, for both recovery actions and cost-efficiency; and
* Other regional considerations.

### Proposal Evaluation Criteria

Eligible applications will be evaluated and prioritized using the following criteria:

* 60% for alignment with program objectives, including national and regional priorities; and
* 40% for criteria related to program and project administration criteria of the project proposal.

**Please note**: The ability of applicants to complete all reporting and administration requirements under the AFSAR Program will be considered during the evaluation. To this end project evaluators will consider past performance in meeting reporting and administration deadlines for all contribution agreements with DFO. Inability to complete these reporting requirements may result in disqualification of an applicant for future funding

### A high-quality project is one that:

* + Addresses and delivers stewardship in the context of [national](#_National_Priorities) and [regional priorities](#_Appendix_3:_AFSAR);
  + Integrates with and supports other existing stewardship programs;
  + Implements high-priority stewardship activities listed in federal recovery strategies, action plans, management plans or COSEWIC assessment reports;
  + Addresses regional priority species, threats or areas;
  + Targets and/or benefits multiple species, with targeted species being listed on Schedule 1 of SARA or assessed by COSEWIC as Special Concern or above;
  + Was developed with the involvement of the recovery expert(s) for the target SAR and/or demonstrates an understanding of the activities and threats outlined in federal recovery documents and COSEWIC assessments;
  + Has secured over 20% of the AFSAR funding amount ($0.20 of additional funding for every $1 of AFSAR funding received) from non-federal sources;
  + Has a proposal presented in a clear and logical manner;
  + Has a well-developed workplan;
  + Has a plan to measure project results;
  + Demonstrates a high degree of local and regional support from a variety of partners;
  + Involves individuals and communities with local experience and knowledge, and/or supports capacity building to allow communities to respond to SARA initiatives by becoming involved in SAR recovery activities; and
  + Has a high likelihood of success based on applicant experience and realistic deliverables.

# To Apply

**IMPORTANT:** For the coming 2024-2025 fiscal year, Fisheries and Oceans Canada (DFO) is continuing to deliver all administrative aspects of the aquatic AFSAR Call for Proposals. As such, the on-line application and tracking system formerly used to submit and process applications will no longer be available for aquatic projects.

See the Aboriginal Fund for Species at Risk: 2024-2025 [Call for Proposals](https://www.dfo-mpo.gc.ca/species-especes/sara-lep/afsar-faep/proposal-proposition/index-eng.html) for specific deadlines.

### Expression of Interest

Prior to submitting a complete proposal to the AFSAR aquatic program, applicants are encouraged to submit an [Expression of Interest](https://www.dfo-mpo.gc.ca/species-especes/sara-lep/afsar-faep/proposal-proposition/eoi-di/index-eng.html) (EOI). Though not mandatory, the EOI will give you the opportunity to receive early feedback on your proposal and verify that it is aligned with national and regional priorities and program expected results.

This process will improve the quality of the proposal but does **NOT** guarantee that the project will receive funding. Applicants are strongly encouraged to contact their [AFSAR Regional Coordinator](https://www.dfo-mpo.gc.ca/species-especes/sara-lep/afsar-faep/contact-contactez/index-eng.html) during the EOI phase. All EOIs must be submitted by the EOI deadline. Early submissions are encouraged!!

### Application Form

To apply to the AFSAR aquatic program, **you must download and complete the Application Form found online** at <https://www.dfo-mpo.gc.ca/species-especes/sara-lep/afsar-faep/proposal-proposition/application/index-eng.html>. Please contact your AFSAR Regional Coordinator if you are unable to access the Application Form online, or to discuss other options for submission of your application (e.g. if you lack internet access, or if you would like a hard copy of the Application Form for reference).

**Completed applications** **must be submitted via email** to the appropriate [AFSAR Regional Coordinator](https://www.dfo-mpo.gc.ca/species-especes/sara-lep/afsar-faep/contact-contactez/index-eng.html), and be received on or prior to the established deadline.

**IMPORTANT:** Extensions to the application deadline will not be granted for personal considerations, minor technical malfunctions or other reasons. Applicants are encouraged to submit their applications early to ensure they are received prior to the established deadline.

Due to Government of Canada policy, communication with applicants regarding proposal status during the project review and selection phase is prohibited until the final administrative approvals have been granted. Should clarification of any aspect of a proposal be required, the applicant will be contacted by their AFSAR Regional Coordinator.

Successful applicants will be notified as soon as funding decisions have been made, and negotiation of the Contribution Agreement will follow. Unsuccessful applicants will be notified after all funding decisions are finalized. The program is unable to reimburse applicants for any expenses incurred prior to project approval and subsequent notification.

### Additional Information

Please see the following websites for additional information that may be useful for your application:

* + [Aboriginal Fund for Species at Risk](http://dfo-mpo.gc.ca/species-especes/sara-lep/afsar-faep/index-eng.html)
  + [List of Species at Risk listed on Schedule 1 of SARA](http://www.sararegistry.gc.ca/species/default_e.cfm)
  + [List of Species at Risk recovery strategies and action plans](http://sararegistry.gc.ca/sar/recovery/recovery_e.cfm)
  + [Committee on the Status of Endangered Wildlife in Canada (COSEWIC)](https://www.canada.ca/en/environment-climate-change/services/committee-status-endangered-wildlife.html)
  + [SARA Permitting information](http://www.dfo-mpo.gc.ca/species-especes/sara-lep/permits-permis/index-eng.html)
  + [Aquatic Species at Risk](http://www.dfo-mpo.gc.ca/species-especes/index-eng.htm)

If you have any further questions, please contact your [AFSAR Regional Coordinator](https://www.dfo-mpo.gc.ca/species-especes/sara-lep/afsar-faep/contact-contactez/index-eng.html). Please note that Regional Coordinators are only available to answer questions during regular business hours, local time

# For Accepted Applications

Once you have received confirmation of approval of your project, you will be required to submit additional information, including but not limited to the following:

### Cash Flow Statement

You will be required to develop a detailed cash flow statement of AFSAR contribution funding and expenditures that are part of the approved project.

### Reporting Obligations

The Contribution Agreement between your organization and DFO will specify project report deadlines and will include the required forms. Reporting will be completed as per the conditions of the agreement, and may require the provision of progress reports, annual reports (for multi- year projects) as well as a final report at the end of the project. These reports will describe your project revenue, expenses, accomplishments and detailed descriptions/ quantifications of project outputs and outcomes.

Outcomes and accomplishments must be reported using the performance indicators identified in the Contribution Agreement. It is important to note that different projects may have different reporting requirements. Your [AFSAR Regional Coordinator](https://www.dfo-mpo.gc.ca/species-especes/sara-lep/afsar-faep/contact-contactez/index-eng.html) will advise you on specific reporting requirements.

### SAR Survey Data Sharing

You will be required to provide species occurrence or habitat data collected using AFSAR funds to your provincial/territorial wildlife data repository centre and to DFO if relevant to your project. You will be asked to confirm in your final report the submission of data to provincial/territorial wildlife data repository centres. Your [AFSAR Regional Coordinator](https://www.dfo-mpo.gc.ca/species-especes/sara-lep/afsar-faep/contact-contactez/index-eng.html) can inform you of the necessary procedures.

### Intellectual Property Rights

### Any intellectual property and/or Indigenous Knowledge (IK) that you generate as part of this project remain your property. However, DFO may negotiate terms in the Contribution Agreement for sharing this intellectual property and/or Indigenous Knowledge.

**Public Acknowledgement**

The [AFSAR Regional Coordinator](https://www.dfo-mpo.gc.ca/species-especes/sara-lep/afsar-faep/contact-contactez/index-eng.html) should be consulted prior to the development of any communications products such as publications, public information releases, advertising, promotional announcements, activities, speeches, lectures, interviews, ceremonies and websites. All such communications products originating from your project must acknowledge the GC’s contribution by displaying the GC identifier with the public acknowledgement text along with the Canada wordmark. Documents or materials utilizing the Government of Canada (GC) identifier, Canada wordmark and/or acknowledgement statements require DFO approval prior to printing or distribution.

# Appendix 1: AFSAR Regional Coordinators – Aquatic Projects

For general information, project administration and technical support, please contact:

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| --- |
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| **Quebec**  Patrice Bellefleur  Fisheries and Oceans Canada  104 Dalhousie Street, Québec, QC  G1K 7Y7  (418) 573-5619  [DFO.AFSARQC-FAEPQC.MPO@dfo-mpo.gc.ca](mailto:DFO.AFSARQC-FAEPQC.MPO@dfo-mpo.gc.ca) |
| **Gulf**  Yves Melanson  Fisheries and Oceans Canada 343 University Avenue  PO Box 5030  Moncton, NB E1C 9B6  (506) 377-3621  [DFO.AFSAR-GLF\_FAEP-GLF.MPO@dfo-mpo.gc.ca](mailto:DFO.AFSAR-GLF_FAEP-GLF.MPO@dfo-mpo.gc.ca) |
| **MARITIMES**  Jenna Sappier  Fisheries and Oceans Canada  1 Challenger Drive, PO Box 1006, Dartmouth, NS  B2Y 4A2  (782) 640-2591  [dfo.afsarmar-faepmar.mpo@dfo-mpo.gc.ca](mailto:dfo.afsarmar-faepmar.mpo@dfo-mpo.gc.ca) |
| **Newfoundland and Labrador**  Glen Rowe  Fisheries and Oceans Canada  Northwest Atlantic Fisheries Centre 80 East White Hills St John’s, NL  A1C 5X1  (709) 687-3781  [DFO.AFSAR-NFL\_FAEP-TNL.MPO@dfo-mpo.gc.ca](mailto:DFO.AFSAR-NFL_FAEP-TNL.MPO@dfo-mpo.gc.ca) |

# Appendix 2: AFSAR Regional Priorities – Aquatic Projects

| **Region** | **Species** | **Areas** | **Threats** |
| --- | --- | --- | --- |
| **Newfoundland & Labrador** | * Atlantic Salmon (South Newfoundland population) * Banded Killifish * American Eel * Large Whale Species (Blue Whale, Fin Whale, North Atlantic Right Whale) * Shark Species (White Shark, Porbeagle, Shortfin Mako) | * Labrador North Coast (including Lake Melville and associated estuaries, rivers, and tributaries) * Labrador South Coast (including Strait of Belle Isle and associated estuaries, rivers, and tributaries) * Newfoundland South Coast (including Conne River and associated bays, estuaries, rivers, and tributaries) * Newfoundland West Coast (including St. George’s Bay/Bay of Islands and associated bays, estuaries, rivers, and tributaries) * Newfoundland Northeast Coast (North Dame Bay and associated estuaries, rivers, and tributaries) | * Barriers to migration (any barriers to fish movements/passage) * Fishery and aquaculture interactions: bycatch, entanglement, recreational fishery, illegal harvest and aquaculture impacts * Water quality/chemistry/pathogens * Habitat alteration (anthropogenic or natural) * Invasive and introduced species (including trapping, monitoring and mitigating) |
| **Maritimes** | * Diadromous Fishes (American Eel, Striped Bass, Atlantic Salmon (including all Designatable Units) * Bivalves (e.g. Yellow Lamp Mussel, Atlantic Mud-Piddock and Brook Floater) * Lake Utopia Rainbow Smelt (large-bodied and small-bodied populations) * Large Whale Species (Blue Whale, Fin Whale, North Atlantic Right Whale) * Atlantic Whitefish | * Inner Bay of Fundy (including all associated estuaries, rivers and tributaries) * Bras d’Or Lakes watershed * Watersheds in Southwest New Brunswick that drain into the Bay of Fundy (Saint John River watershed, watersheds that drain into Passamaquoddy Bay). * Southern Upland and Southwest Regions of Nova Scotia (e.g., all waters in the counties of Guysborough, Halifax, Annapolis, Digby, Yarmouth, Shelburne, Queens, Lunenburg – and those portions of Kings county associated with the Annapolis River and Lahave River watersheds)   Scotian Shelf | * Fisheries interactions (including incidental/bycatch, catch and release fishery impacts, entanglements, illegal harvest, interactions with vessels and vehicles, prey availability, aquaculture impacts, or unsustainable directed harvest) * Habitat alteration, degradation and/or fragmentation (anthropogenic or natural) * Invasive and introduced species (including trapping, monitoring and mitigating) * Water quality/chemistry degradation (including temperature, flooding, climate change, nutrient, sediment and contaminant) * Loss of Indigenous Knowledge specifically related to aquatic species presence and utilization of important habitats (i.e. habitats used for feeding, spawning, nursery, overwintering, or as a migratory corridor) |
| **Gulf** | • Brook Floater  • Large Whale Species (North Atlantic Right Whale, Blue Whale, Fin Whale)  • Diadromous Fishes (American Eel, Atlantic Salmon, Atlantic Sturgeon)  • Wolffish and Groundfish (White Hake, Winter Skate, Lumpfish)  • White Shark | • Gulf of St. Lawrence (whales)  • Miramichi Bay and Chaleur Bay including estuaries and watersheds that flow into them  • Mill, Morell, Midgell Rivers including tributaries used by diadromous fish  • Northumberland Strait and adjacent watersheds  • St. Georges Bay/Cape Breton Trough and all Northwestern Rivers of Cape Breton | * Fishery Interactions: Bycatch and entanglement.   • Invasive and introduced species  • Water quality issues: Temperature, Sedimentation, contaminants (chemical/biological) and other alterations  • Habitat loss and degradation (anthropogenic or natural)  • Loss of Indigenous Knowledge related to aquatic species at risk habitats |
| **Quebec** | * Marine mammals at risk of the St. Lawrence and the North (ex : Blue whale, Fin whale, walrus, ringed seal, Lacs des Loups Marins Harbour Seal, beluga and Right whale) * Shark (ex. : Spiny Dogfish, White Shark, Porbeagle, Shortfin Mako) * Lake Sturgeon, Atlantic Sturgeon * Hickorynut mussel * Diadromous fishes (ex.: American eel, Atlantic Salmon, Striped Bass - St. Lawrence River population) * Copper redhorse * Cyprinids and Small Percids, Grass Pickerel | * St. Lawrence Estuary and the Gulf of St. Lawrence (including tributaries used by diadromous fish) * St. Lawrence River watershed (river section) * Ottawa River watershed * James Bay, Hudson Bay, and Ungava Bay and the watersheds that flow into them * St. Lawrence Lowlands (with a priority given to the Richelieu River watershed, but not limited to it) | * Interactions with fisheries (e.g., bycatch, entanglement, catch-and-release fishing impacts, prey availability or unsustainable harvests, plastics (mega or microplastics) * Physical and acoustic disturbances (e.g., interaction with navigation) * Habitat loss and degradation (e.g., presence of contaminants, impediments to free passage of fish, erosion) * Aquatic invasive species |
| **Ontario & Prairie** | **ONTARIO**     * American Eel * Black Redhorse * Hickorynut * Lake Sturgeon * Pugnose Shiner       **PRAIRIE (AB, SK, MB)**     * Bigmouth Buffalo * Southern Prairie Species (Western Silvery Minnow, Rocky Mountain Sculpin, Plains Sucker, Plains Minnow) * Native Trout (Athabasca Rainbow, Westslope Cutthroat, Bull) * Mapleleaf * Lake Sturgeon | **ONTARIO**   * Lake Erie & contributing watersheds (including Lake St. Clair) * Lake Ontario & contributing watersheds * Lake Huron & contributing watersheds * Lakes & contributing watersheds of the Upper(western) St. Lawrence River * Hudson Bay Watersheds in Ontario     **PRAIRIE (AB, SK, MB)**   * Peace/Slave/Athabasca River Basin * North and South Saskatchewan River Basin * Southern Prairie Region (Milk River, St. Mary River, Qu’Appelle River) * Winnipeg/Red/Assiniboine River Basin * East Slopes Rocky Mountains | **ONTARIO**   * Water quality degradation (e.g., nutrient/sediment/contaminant) * Habitat loss/destruction/degradation * Flow manipulations (i.e., altered flows, water levels and/or coastal processes) * Restrictions/barriers to fish passage * Loss of Indigenous Knowledge specifically related to aquatic species presence and utilization of important habitats (i.e., habitats used for feeding, spawning, nursery, overwintering, or as a migratory corridor)   **PRAIRIE (AB, SK, MB**   * Habitat loss/destruction/degradation * Restrictions/barriers to fish passage * Impacts from introduced/non-introduced species * Disease and pathogens * Loss of Indigenous Knowledge specifically related to aquatic species presence and utilization of important habitats (i.e., habitats used for feeding, spawning, nursery, overwintering, or as a migratory corridor) |
| **Arctic** | * Dolly Varden (Western Arctic) * Bull Trout (Western Arctic) * Beluga (Cumberland Sound) * Arctic Marine Fish * Arctic Marine Mammals | * Foxe Basin/ Hudson Bay/Hudson Strait * Beaufort Sea/Amundsen Gulf * Baffin Bay/Davis Strait * Mackenzie River tributaries/Peel River System * Queen Maud Gulf to Lancaster Sound | * Loss of Indigenous Knowledge specifically related to utilization of important habitats (i.e., habitats used for feeding, spawning, nursery, overwintering, or as a migratory corridor) * Anthropogenic Disturbance associated with shipping and small crafts, industry and other activities * Impacts of disease, introduced and non-introduced species * Impacts of climate change, including habitat impacts * Struck and loss of marine mammals |
| **Pacific** | * Killer Whales (all populations) * Eulachon * White Sturgeon * Salmonids (salmon, trout, chars inc. Bull Trout, whitefishes) assessed as at risk by COSEWIC * Northern Abalone | * All aquatic habitat (marine and freshwater) within DFO Pacific Region | * Fisheries interactions (incidental/bycatch, catch and release fishery impacts, entanglements, illegal harvest, prey availability, or unsustainable directed harvest) * Physical and acoustic disturbance (vessel based) * Habitat degradation and fragmentation (aquatic and riparian) * Aquatic invasive species |

1. *The term “Indigenous” replaces “Aboriginal” in certain instances as it is all-encompassing with respect to Indigenous Peoples. The term “Aboriginal” is used with respect to specific reference to the program’s name or to specific wording in Acts, such as the Species at Risk Act.* [↑](#footnote-ref-1)
2. *Indigenous Knowledge (IK) refers to holistic approaches to understanding that may draw on past and current knowledge structures. It encompasses what is often referred to as Traditional Knowledge, but is not limited to that term and may involve the application of modern technologies.* [↑](#footnote-ref-2)
3. *The program defines “important habitat” as Critical Habitat, habitat that is considered as candidate for Critical Habitat, or habitat that is important for the species survival (e.g. spawning, rearing areas, overwintering areas, migratory corridors) but that is not actually identified in a recovery strategy/action plan/management plan.* [↑](#footnote-ref-3)
4. *Capacity development is a general term that includes (but may not be limited to) SAR related: training and professional/skills development; local employment through project activities; investments in technical resources, equipment and capital assets; community or public outreach and education; community-led documentation and management of Indigenous Knowledge (IK).* [↑](#footnote-ref-4)
5. *Translation costs for other languages (e.g., Mi’kmaw, Inuktitut) may be eligible; contact your AFSAR Regional Coordinator for further information.* [↑](#footnote-ref-5)
6. *Salaries, contractor, consultant or other professional services costs cannot be paid in the following circumstances:*

   * *Chief and Council attendance/participation in a meeting/workshop.*
   * *Individuals receiving full-time salary via an Indigenous program. Examples: Fisheries coordinators under the Atlantic Integrated Commercial Fisheries Initiative; salaried staff under the Aboriginal Aquatic Resources and Oceans Management Program.*
   * *Individuals receiving salary from their organizations. Example: Salaried employees of national Indigenous organizations.*

   ***NOTE:*** *Salaries of non-Indigenous consultants are eligible; however, non-Indigenous consultants should be used only when there are no suitably qualified Indigenous consultants available for the project. Recipients who hire non-Indigenous consultants should seek to have youth or other community members engaged with the consultant so as to build Indigenous capacity for future AFSAR activities.* [↑](#footnote-ref-6)
7. *Note that each year's match will be verified. If the match is insufficient by the last year of the project, the final year's funding may be reduced accordingly*. [↑](#footnote-ref-7)