



PROJECT APPLICATION GUIDE

BACKGROUND

The **Omineca Beetle Action Coalition (OBAC)** was established in 2005 to provide regional leadership on Mountain Pine Beetle mitigation plans and activities. It is a coalition of fourteen local governments situated within the Bulkley-Nechako and Fraser-Fort George Regional Districts of British Columbia. As part of the mitigation process from 2006-2009, OBAC prepared eight regional sector strategies and from these, identified four Capstone Objectives.

The Capstone Objectives connect and strengthen the region's capacity to succeed. Once achieved, they will provide strength and resilience across all sectors and communities in the region. They include:

- 1. By 2025, we will have the most highly educated and skilled citizenry of any rural region in Canada*
- 2. By 2020, community members throughout the region will be connected to each other and to the global community in a manner that allows the exchange of information and ideas as effectively as anywhere in Canada*
- 3. By 2025 we will be known as a model region for delivery of quality, equitable, coordinated, relevant and cost-effective services to small and rural communities*
- 4. By 2020 the region will be served by an integrated infrastructure network that enables businesses and citizens to be competitive locally and in the broader marketplace.*

For more details regarding the OBAC planning framework please view the Diversification and Implementation Plan using the link on the OBAC website www.ominecoalition.ca home page.

THE EIGHT SECTOR STRATEGIES

In addition to the four Capstone Objectives, the eight sector strategies specify a total of 42 recommendation and 246 action items. The eight strategies include:

- | | |
|---|---|
| <input type="checkbox"/> Agriculture Sector | <input type="checkbox"/> Alternative Energy Sector |
| <input type="checkbox"/> Future Forest Products and Fibre Use | <input type="checkbox"/> Minerals and Mining Sector |
| <input type="checkbox"/> Tourism Sector | <input type="checkbox"/> Attraction and Retention |
| <input type="checkbox"/> Community Social Services and Supports | <input type="checkbox"/> Integrated Regional Infrastructure |

Potential funding applicants will want to view the sector strategies that correspond to their areas of interest. These can be viewed on the OBAC website www.ominecacoalition.ca. Section 6 of each Strategy provides the detailed Sector Objectives, Recommendations and Actions.

OBAC FUNDING: OPPORTUNITIES TO WORK IN PARTNERSHIP

OBAC uses available financial resources, allocated annually, to fund projects that support the implementation of the strategy Recommendations and Actions. OBAC initiates some projects directly ('OBAC-led') and as well, supports others to undertake projects ('Member-led'). The intention is to support member-led projects that dovetail with one or more of the strategies and that support the implementation of specific Recommendations and/or Action items. Both of these approaches ensure that all OBAC project work is undertaken in collaboration and/or partnership with a wide range of stakeholders.

PROJECT SELECTION GUIDELINES:

Project applications will be reviewed against the following selection guidelines:

1. Consistency with one or more Regional Strategies, the recommendations and/or the action items
2. Demonstrable links to other provincial strategies, programs and priorities (if applicable)
3. Implementable with demonstrable results within one year
OR
Demonstrable need for project design and/or feasibility work, and needs the financial support as provided by OBAC, to move forward over the long term
4. Evidence that the project Impacts the region's economic climate, particularly economic diversification and growth of small business
AND/OR
Evidence that the project involves improvements to the availability, quality or efficient delivery of services
5. Evidence that the project will provides a positive regional impact, such as:
 - Strengthening regional economy and/or strengthens region's communities and/or
 - Providing regional value or relevance and/or
 - Contributing to the building of long-term capacity [whereby the region can maintain economic diversity and long-term sustainability]
6. Evidence that the project will contribute to building long-term partnerships and/or benefits that will strengthen the region's communities and economy
7. Evidence that partners are available and committed to participating in project delivery or project funding

8. Project leverages funding from outside the region
AND/OR
Leverages federal funding (where opportunities exist)
AND/OR
Leverages funding and benefits of other initiatives

Financial Guidelines for Member-Led Projects:

- The maximum contribution for **regional projects** (projects that cover the entire OBAC Region) is 110% of OBAC's share of the project, where the additional 10% supports additional OBAC requested reporting and communication activities.
Example Activities
 - Community Transition Toolkit
 - Regional Agriculture Initiative
 - Air Traffic and Airport Improvement Strategy
- The maximum contribution to **sub-regional** projects (minimum of 5 participating communities i.e. Municipality, Area, First Nation) is normally up to 50% of project costs, up to \$50,000/project/year.
- The maximum contribution to **local projects**: normally up to 50% of project costs up to \$20,000 /project phase/ member/year to a maximum of \$50,000 in total
Example Activities
 - Local energy projects, local agriculture/food initiatives
- A principle of equitable opportunity amongst members (OBAC Communities and areas) will apply.
- A 20% holdback on project funding subject to contribution agreement will apply

ELIGIBLE APPLICANTS

Municipalities, regional districts, First Nations bands, and registered non-profit societies

APPLICATION INTAKE DEADLINES

Project submissions are accepted on a continuous basis. A decision by the Board of Directors is required for funding.

APPLICATION ASSESSMENT

It is recommended that potential applicants discuss the proposed project with OBAC prior to submission. OBAC staff and the OBAC Executive Committee undertake due diligence reviews of each funding application received. Staff will work with applicants to clarify questions and make recommendations.

APPLICATION PROCESS

1. The applicant contacts OBAC to discuss the potential application.
2. Upon OBAC recommendation, the applicant completes a funding application and submits the application.
3. It is recommended that the applicant submit the complete application to a municipality (ies) and/or the regional district with a request for a resolution of support. If a resolution is not obtained at the time of submission, the date of review should be noted.
4. An official copy of the resolution of support from the municipality or regional district is obtained by the applicant and forwarded to the OBAC office.
5. If requested, the applicant is provided an opportunity to make a presentation to the OBAC Board.
6. OBAC staff conduct due diligence reviews of the application, and forward the funding request to the Executive Committee for review and recommendation.
7. OBAC staff finalize due diligence report which incorporate the Executive Committee's recommendation, and present the funding request to the Full Board of Directors at their next scheduled meeting.
8. Following the OBAC Board of Director review, OBAC staff will notify the applicant of the Board's funding decision by email. A formal letter is mailed to the applicant.
9. For approved projects, a contribution agreement will be provided to the applicant for signature upon receipt of documentation confirming all agreed upon terms.
10. Upon successful completion of the above, the applicant will receive the OBAC funding contribution by mail.
11. Upon successful completion of the contribution agreement and the submission of any requested final reports, the applicant will receive the 20% holdback by mail.