

Forest Enhancement Program online application

How to apply

- Save this PDF onto your computer.
- Close the form in your browser window.
- Open the form on your computer. If you do not see highlighted form fields, you may have to download the most recent version of Adobe Acrobat Reader.
- Enter information into the PDF form fields. Save as you go to avoid losing any information.
- Scan any supporting information and save as either a jpg or PDF.
- Email the completed form and any supporting information files to [Forest Enhancement Program](#).

You may also print the PDF, complete it by hand, and mail it along with copies of any supporting information. The mailing address is on the last page of the form.

Available in accessible formats upon request.



Forest Enhancement Program Application

Tree planting & education projects: funding up to \$10,000 maximum

Application period: July 1 to November 1, annually. Completeness of your application will be considered during proposal evaluation.

Note: To be eligible for funding, projects must be located on land that is accessible to the public and open to public use. **Projects located on private property are not eligible.**

Ensure that your application meets the project criteria outlined on our website at:
[www.hydro.mb.ca /community/forest_enhancement](http://www.hydro.mb.ca/community/forest_enhancement).

DATE OF APPLICATION	yyyy mm dd	Project title		
Name of organization/proponent				
Address		CITY/TOWN	PROVINCE	POSTAL CODE
Name of contact person				
Phone no. (work)		Phone no. (residence)		Email
Project description and purpose <i>(Briefly describe the objectives and main features of your project.)</i>				
<hr/> <hr/> <hr/>				
Who will benefit from this project?				
<hr/> <hr/>				
Where will the project be carried out? <i>(Be as specific as possible including community name and project location/address.)</i>				
<hr/> <hr/> <hr/>				
What is your organization's role in the project? <i>(Note role in planning, proposal development, implementation and follow-up. Indicate services your members will be contributing towards implementation and follow-up of the project.)</i>				
<hr/> <hr/>				
Has your organization received Manitoba Hydro Forest Enhancement Program funding previously?				
<input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, indicate amount(s) \$ _____ year(s)				

Supporting information requested

Attach organization's terms of reference and proof of not-for-profit status or incorporation, where applicable.

MANITOBA HYDRO USE ONLY	
DATE RECEIVED	yyyy mm dd
Project no.	



Co-sponsor & volunteer support information

Identify any co-sponsors for your project

Co-sponsors	Funding amount applied for	Funding committed	
		Date	Amount
	\$		\$
	\$		\$
	\$		\$

Identify in-kind contributions

In-kind contributions include all materials, equipment, workers or other project support provided at no cost (from volunteers, local government, municipality, etc.).

In-kind contributor	Type of support	Value
		\$
		\$
		\$

Identify volunteer support involved in your project

Organization	Nature of work	No. of people involved	Value
			\$
			\$
			\$

Local approvals

All overhead and/or underground utility locations at the project site must be shown on your site plan.

You **must** contact the Manitoba Hydro district/local office to check for potential conflicts with overhead and/or underground utilities. If your project is approved without obtaining permits, you must still obtain proper permits from Click Before You Dig prior to actually beginning your project.

Manitoba Hydro employee name	Office	Phone no.
Was a conflict identified? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, how has your proposal resolved this conflict? _____ _____ _____		

Additional project permits/approvals

These **may** be required. Attach documentation if applicable.

Agency	Contact name	Phone no.
City/Town/R.M./L.G.D.		
Manitoba Transportation and Infrastructure		
Manitoba Conservation and Climate		
Other utilities (e.g. BellMTS, Shaw, pipelines)		
Other		

Project maintenance

- Applicant **must obtain and attach** written commitment from the group/organization that will assume the long-term maintenance activities.
- All school applications **must include** a letter from the school division or school authority responsible for the school property, stating that they will be responsible for watering and maintenance.

Describe your tree maintenance plan for the planting year and following year.

Maintenance responsibility undertaken by

Funding details requested

Provide all information requested.

Proponents must obtain competitive bids on tree planting stock and contracted services to ensure cost effectiveness.

Three competitive quotations are attached from:

Supplier	Total
1.	\$
2.	\$
3.	\$

Quotes are to include taxes and freight where applicable.

Is your organization tax exempt? <input type="checkbox"/> Yes <input type="checkbox"/> No	Who is planting the trees? <input type="checkbox"/> Project applicant organization – volunteers <input type="checkbox"/> Contracted nursery supplier
Name of selected supplier	

When presenting cost information on following pages, itemize only those costs that you wish the Forest Enhancement Program to fund – see criteria for funding eligibility. **Do not show in-kind support funding values.**

Equipment rental

Item description	Rental rate	Total
	\$	\$
	\$	\$
	\$	\$
	TOTAL (including taxes)	\$

Maintenance

Watering, weeding, etc. for planting year and following year.

Activity required	Supplier	Unit cost	Total
		\$	\$
		\$	\$
		\$	\$
		TOTAL (including taxes)	\$

Tree planting protection

Item	Quantity	Cost
Tree stakes		\$
Tree guards (tubex and coil wrap)		\$
Flax shives		\$
Wire mesh		\$
Blankets		\$
Other		\$
	TOTAL	\$

Tree planting soil

Quantity only as required for tree planting. Soil for landscaping not eligible.

Item	Quantity	Cost
Soil		\$
	TOTAL	\$

Forest education projects

Proponents seeking funding for forest education projects **must** provide the information requested. Provide information if applying for funding support involving school curriculum. Funding **will not** be provided for the development and maintenance of websites.

List the project components that you want funded by the Forest Enhancement Program including a breakdown of costs:

Identify any other relevant features of your project.

How will your proposed educational activities contribute to improving the understanding or appreciation of the nature, role and importance of trees, forests, and sustainable forest management in Manitoba? *(Not all of these topics need to be covered by a project, note only those applicable to your project.)*

What materials will be produced?

What is your delivery plan?

Describe steps you will take to evaluate the effectiveness of your project in producing meaningful learning by the target audience.

If your project is targeted at schoolchildren, indicate the steps taken to ensure it is consistent with the Manitoba Department of Education's curriculum guidelines.

Indicate the sources of information and technical advisors you intend to use to ensure that the content will be rooted in the principles of biological and ecological sciences and in sustainable forest management practices and uses.

List relevant experience and credentials of key project participants (*attach resumé*).

Will the project become part of a long-term school curriculum? If so, describe how this will be accomplished.

Summary of costs (including taxes)

Re-check your application to ensure that all information required is submitted.

Item	Cost
Tree stock costs	\$
Equipment rental	\$
Maintenance costs – one year	\$
Tree planting protection	\$
Tree planting soil	\$
Other	\$
TOTAL PROJECT FUNDING REQUEST	\$

Proponents should pursue in-kind contributions of equipment use, maintenance work and related project support at no cost to assist the project completion.

Project communication

In addition to the all-weather 76 x 101 cm project sign provided by Manitoba Hydro to successful applicants, what plans do you have to further publicize your project?

Where did you hear about this program?

- word of mouth on our website at an event/conference
 other (specify)

Send completed applications and supporting documents:

By email to:

ForestEnhancementProgram@hydro.mb.ca

Or by mail to:

Manitoba Hydro
Attn: Sandra Walker
Forest Enhancement Program
58080 PR 207
Navin, MB R5T 0K3

For questions about the Program or about completing your application, contact:

Manitoba Hydro
Forest Enhancement Steering Committee
Phone: 1-204-360-3365
Email: ForestEnhancementProgram@hydro.mb.ca