



Athlii Gwaii Legacy (AGL) - Revitalization: Funding Guide

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Introduction

The purpose of this document is to provide guidelines for the Revitalization grant application on Haida Gwaii.

Program Overview

One of Athlii Gwaii Legacy's goals is to support the increase of economic diversification, resilience and self-sustainability of the communities and residents of Haida Gwaii.

Over-arching Goals for Sustainability, Security and Sovereignty

- Job creation.
- Local business opportunities.
- All-island benefits.
- Leverage external funding.
- Collaboration with other development groups to maximize funding.
- Community consultation.

Examples of projects for Revitalization Grant Program

- **Projects that support economic development on Haida Gwaii.**
- **Partner with colleges and institutes for local skills training needs.**
- **Food Security (food production, distribution, storage).**
- **Inter-island ferry / transportation.**
- **Boat building.**
- **Locally-processed forest products.**
- **Trails.**
- **Tourism.**
- **Barge / container loading facility.**
- **Recycling facility.**



Eligible Applicants

Funding is available for Haida Gwaii-based organizations that meet the Gwaii Trust Society residency requirement: operating within the community for at least five consecutive years.

- **Not-for-profits**
- **Local government**
- **Sole Proprietorships**
- **Incorporated companies**

The Gwaii Trust Society will not fund projects that relieve the provincial and/or federal government of its obligations.

Application Process

- Initial funding to be a callout for Request for Proposals.
- Applications must be for capital projects that generate jobs on island and increase economic diversification. Certain activities may not be eligible for funding. Appendix A provides a list of eligible project types and ineligible activities.
- Applications must include all feasibility studies (if applicable), design and implementation details and a business plan to demonstrate that the project is ready for tender. All required permits or approvals must be either in place or identified, including action plans to submit and receive approvals.
- Applications must detail other capital funding contributions. Capital funding may include own-source revenue, in-kind contributions, debt financing, or grants and contributions from other agencies.



Key Criteria in Determining Funding Decisions

All applications to the Revitalization grant program will undergo a thorough review process, which could include a feasibility assessment, to ensure that the proposed projects are practical, sustainable, and deliver meaningful benefits to the people of Haida Gwaii. This review process helps us ensure that funding decisions are fair, accountable, and aligned with the long-term well-being of our communities.

| APPLICATION REVIEW PROCESS | SCORE | CRITERIA |
|--|-------------|---|
| ECONOMIC DIVERSIFICATION, SUSTAINABILITY a. Achievable projected outcomes b. Project Cost measured by Funding Request c. Mitigation of project risks identified d. Supported by expertise | /30 | What will the project achieve? What is the cost of the project? How robust and reasonable is the risk analysis? |
| ISLAND WELL-BEING e. Social Outcomes f. Economic Outcomes g. Job Creation | /20 | Will the project directly result in social and economic outcomes that strengthen island well-being? |
| TECHNICAL h. Technical feasibility i. Unintended risks analysis | /15 | How technically sound is the project as detailed in the implementation design? How well are unintended risks identified and mitigated (example heavy equipment)? |
| FINANCIAL j. Project Finance k. Project Viability | 15/ | How strong is the capital planning? How viable is the project in the long-term? How many years will funding be required? Is there a contingency plan? |
| PROJECT MANAGEMENT l. Project Plan and Timetable m. Project Team n. Operations & Maintenance | /10 | How reasonable is the project plan and timetable? How strong is the project team, including community resources and consultants? How robust is the operations and maintenance plan? |
| COMMUNITY ENGAGEMENT o. Community Engagement p. Partnership Creation | /10 | How supportive is the community of the project? If applicable, how does this project integrate with other similar programs? |
| Total: | /100 | |



Developing Project Applications

The AGL Project Specialist will work closely with applicants during Part 1 of the application process. Staff will confirm that a project concept meets the eligibility criteria to proceed to a full application. **To determine a project's eligibility, applicants are encouraged to submit Part 1 of the Revitalization Grant Application form as early as possible.**

Project Application

All funding applications must include:

Part 1

1. Name of eligible Applicant (not-for-profit, business, local government).
2. Funding amount requested.
3. A brief description of the nature of the revitalization project, and an explanation of how it aligns with the Fund Goals.
4. Explanation of the scope of work of the project, activities to be funded, along with specific deliverables of the work for which funding is being requested, and the project time-period with start and end dates.

Part 2 - to be done after AGL Project Specialist has reviewed Part 1

5. A detailed capital expenditure budget for the project investment, including valid quotations for materials and construction.
6. A project plan and schedule that details the project activities and deliverables.
7. A business plan to demonstrate the economic viability of the project.
8. An operations and maintenance plan to demonstrate how the proposed project will run in the future, if applicable.
9. Team biographies and/or resumes to demonstrate the management team's experience and qualifications in managing the proposed project.
10. Completed studies to demonstrate the feasibility of the proposed project.
11. A council or board resolution supporting the proposed application and funding request.
12. Engineering design and implementation details to demonstrate that the project is ready for tender.
13. All required permits or approvals must be either in place or identified, including action plans to submit and receive approvals.



Review and Approval

The AGL Project Specialist will collaborate with every applicant throughout the review and approval process and address any questions regarding project eligibility and viability with the applicant. As mentioned above, all eligible projects will be reviewed and ranked by the AGL Committee and those funding recommendations will be provided to the GTS Board of Directors for Approval. GTS can decline a funding application recommended by the committee and/or recommend the application be returned for review at a future program funding intake if funding remains.

In the event the value of the applications received and reviewed by the committee is more than the available funding, the committee may recommend lower-ranked projects or a combination of projects to maximize the investment based on the funding available.

The committee will recommend projects for approval based on the following considerations:

- Meets all minimum requirements, and
- The scores achieved in the application review process.

The committee will include:

- Key issues and considerations.
- Conditions and estimated time line for disbursement of funds; and
- Interim and final reporting requirements.

If an application is not approved, GTS Board of Directors and staff may make recommendations to support the re-submission of the application.

Monitoring, Reporting and Project Evaluation

A funding agreement must be signed by GTS and the applicant before disbursement of any funds. The funding agreement will address:

- Disbursement conditions
- Estimated time line and project milestones, and
- Reporting requirements.

As required by GTS up to 40% of the funding contribution may be disbursed once a funding agreement has been signed and all subsequent disbursements will be based on achieving project milestones as outlined in the signed funding agreement.

The applicant will be required to submit progress reports and a final report that demonstrates appropriate monitoring and evaluation. This includes the degree of success in achieving stated objectives as presented in the approved funding application.

GTS staff will be responsible for monitoring compliance with the terms of the funding agreement and evaluating the outcomes of all funded projects.



APPENDIX A

Definitions:

“Sustainable” means an activity that can be continued over many years, without any significant adverse impacts on the environment and without diminishing the ability of other people, other species or future generations to survive and prosper.

Examples of Eligible and Ineligible Project Types, Eligible and Ineligible Costs, and Activities not eligible for funding:

Project types which are eligible for funding:

- Projects that support economic development on Haida Gwaii.
- Partner with colleges and institutes for local skills training needs.
- Food Security (food production, distribution, storage).
- Inter-island ferry / transportation.
- Boat Building.
- Locally processed forest products.
- Trails.
- Tourism.
- Barge / container loading facility.
- Recycling Facility.

Project types which are ineligible for funding:

- Projects that have the potential to do harm (for example, cryptocurrency mining or AI data centres).
- Technologies that are not proven.
- Current operation expenses.



Eligible Costs:

Eligible costs are all direct costs properly and reasonably incurred and paid specifically to the project. Eligible costs include:

- Professional and technical services (i.e. engineering).
- Contract labour and equipment for project construction, including site preparation.
- Training costs directly related to the construction and/or the operations and maintenance of the project.
- Overhead costs (i.e. administrative costs, consulting costs, office supplies, printing) **this cannot exceed 10% of the requested funding amount**
- The incremental costs of employees who are directly involved in the construction of the project.
- Travel (transportation, accommodation, meals and allowances) following CRA guidelines.
- Technology procurement; and
- Associated materials.

Ineligible Costs:

The following are deemed ineligible costs:

- Preliminary planning and design work.
- Costs related to developing a funding application and application-supporting documentation.
- Costs incurred for cancelled projects.
- Land acquisition.
- Real estate and other fees related to purchasing land and buildings.
- Financing charges, legal fees, and interest payments on loans, including those related to easements (i.e. associated surveys).
- Salaries and other employment benefits for costs associated with operating expenses and regularly scheduled maintenance work, and any costs related to the activities normally carried out by existing staff, except those indicated in Eligible Costs.
- Costs associated with operating expenses and regularly scheduled maintenance work.
- Leasing land, buildings and other facilities.
- Leasing of equipment other than equipment directly related to the construction of the project.
- Costs related to the furnishing and non-fixed assets which are not essential for the operation of the asset/project.
- Any goods and services costs which are received through donations or in-kind; and
- Taxes for which the ultimate recipient is eligible for a tax rebate and all other costs eligible for rebates.



Funding will not be approved for any of the following activities:

- Any activity inconsistent with any ecosystem-based management (EBM) land and resource management objectives;
- Costs associated with meeting statutory obligations of the Council of the Haida Nation, provincial or federal governments or other regulatory bodies.
- Political activities as defined by the Income Tax Act; and
- Any activity or expenditure for initiatives not consistent with Haida laws, federal or provincial laws, permits or authorization conditions, regulations, established policies, orders, and/or approvals.
- [Any activity inconsistent with Gwaii Trust Society bylaws, constitution and/or policies.](#)
- Any activity that is not Sustainable, as defined herein and determined at the sole discretion of the Fund; and
- No funding will be provided for expenditures incurred before the date the funding agreement is signed.