



## SOUTH OKANAGAN CONSERVATION FUND

### Directions for completing the SOCF Acquisition Application

**INTRODUCTION:** The South Okanagan Conservation Fund was established in 2016, through an Environmental Conservation Service for the South Okanagan. Funds are derived through property taxes in RDOS Electoral Areas A, C, D, E, F, I as well as the Town of Oliver, City of Penticton and District of Summerland. The funds are in support of undertaking and administering activities, projects and works that include, but are not limited to, water, environment, wildlife, land and habitat conservation efforts to protection natural areas within the participating areas.

Acquisition project applications may be submitted at any time during the year provided there is sufficient time for the Technical Advisory Committee and the RDOS to review the proposals. All securement proposals will be treated as confidential unless other specific arrangements have been approved by all parties.

**ELIGIBILITY:** SOCF prefers to receive proposals directly from the organization that will hold title and manage the property, but recognizes that sometimes multiple organizations are involved at different stages of an acquisition project—for example, a local community group might coordinate the acquisition for a property but a larger land trust will ultimately hold title. If the organization submitting the proposal will not be the one holding title or managing the property, be sure to include information on both the applicant organization, and the intended title holder and/or manager.

Eligible Expenditures SOCF eligible acquisition costs are as follows:

- Direct Acquisition Costs – such as Purchase Price,
- Appraisal fees,
- taxes, and
- legal fees

If there are any relevant changes to the acquisition project between proposal submission and Board review, applicants are required to apprise the SOCF administrator and submit a revised proposal and/or budget where necessary. For example, if any unconfirmed funding is denied, or becomes confirmed, the budget spreadsheet should be updated and resubmitted prior to the Board meeting. This includes any updated information regarding any ecological gift component.

Proposals are evaluated against a set of criteria as outlined in the Terms of Reference, and may also consider:

- Connectivity to other protected areas
- Conservation priority (identified in conservation plan for the area)
- Species richness
- Presence of species or ecosystems at risk
- Protection Urgency/Threat
- Management Urgency or risk to existing values
- Fiscal prudence of organization(s)
- Community Support
- Likelihood of long term security and stewardship
- Value for money
- Public recreational opportunities

FINANCIAL INFORMATION - BUDGET: SOCF only funds acquisition projects with a purchase price supported by a current appraisal. As a condition of funding, a copy of the current appraisal must be provided for approved projects.

If all unconfirmed funding is received, and funding secured is more than your TOTAL PROJECT COSTS, SOCF would anticipate a revised funding request at a lower amount.

Date last updated: This field is included since we require an updated budget if the overall funding scenario changes between proposal submission and Board review. (e.g., a funder is confirmed). If you submit an update, include the date here. Initially use the date the proposal is submitted.

#### PROJECT COSTS

Direct Acquisition Costs/Purchase Price: The amount you expect to pay for the property, including any donation by the landowner. This amount must be supported by a property appraisal before any funding is granted. If there is an ecological gift component, this amount should be equal to the Fair Market Value. This amount should be the same as noted in the Financial Information section of the application form.

Appraisal fees: The amount paid to complete an appraisal of fair market value of the property.

Closing costs: These include legal fees and taxes. Please indicate in the notes section at the bottom of the spreadsheet if other costs over legal and taxes are included here.

Confirmed funding: List all confirmed funders and the amount committed, including both cash and in-kind donations, such as an ecological gift.

Unconfirmed funding: List all unconfirmed funders and the amount requested, including both potential cash and in-kind donations, such as an ecological gift. Please ensure only one major funding partner is included per row. It is okay to lump smaller donations

Ineligible Activities & Expenses: The following activities/expenses are ineligible for SOCF funding:

- Fundraising costs
- Labour costs for coordinating acquisition project Initial Management Expenses
- Conservation covenant monitoring
- Legal fees (post acquisition)
- Insurance cost
- Strategic / higher level land use planning or ecosystem planning
- Residential tenancy agreements/ rentals
- General festivals / tours/ events that do not directly pertain to O&M of the properties
- General patrols
- General lease administration (e.g., R/Ws, lease modifications, tax exemptions)
- Organizational fundraising
- Cultural, heritage, historical or architectural operations and maintenance activities

In addition to the items above, there are other activities that are also ineligible. Please see the [SOCF Terms of Reference](#).