

General Instructions

- Only registered non-profit organizations or organizations partnered with an eligible organization are eligible to apply.
- Additional supporting information can be sent as attachments by email or google docs.
- Applications must be submitted by 4:30pm, October 31st, 2025
- Acceptable forms of delivery include hand delivery, courier, or mail to:
C/O RDOS 101 Martin St., Penticton, BC V2A 5J9 or email to socf.meads@gmail.com
- Proponents are strongly encouraged to use the guidance for applications document in the development of the proposal (found on the website)

Section A – General Information

1. Application Date:
2. Project title:
3. Proponent: Must be a registered non-profit organization or is partnered with a qualified organization.
 - a. Legal Name:
 - b. OrganizationRegistration#:
 - c. Mailing Address (include city and postal code):
 - d. Contact Person:
 - e. Phone #:
 - f. Email:
4. Partner (if applicable): Can be but does not have to be a registered non-profit organization.
 - a. Legal Name:
 - b. OrganizationRegistration#:
 - c. Mailing Address (include city and postal code):
 - d. Contact Person:
 - e. Phone #:
 - f. Email:
5. Total Funding Requested:
6. Total Project Budget:

7. Multi-Year Projects:

- a) First time application: please indicate if the project is anticipated to extend over multiple years, and if so, indicate for how long and if SOCF support would be requested for the duration of this project (for a maximum of 3 years). Applicants will be required to apply each year of an anticipated multi year project.
- b) If this is a multi-year project: identify what year this application is for (e.g. year 2 of 3, or year 3 of 3), then summarize the progress so far in your project. (Maximum 3 paragraphs)

8. Interim report for Multi-Year Projects

- a. Please attach your interim report along with your proposal:

Section B - Mandatory Criteria

All projects must meet the following requirements to be considered for funding under this program. If the answer is “no” to any question, the project will not be considered further.

Project falls within electoral areas A, C, D, E, F, I or Summerland, Penticton, or Oliver

Project addresses International Union for Conservation of Nature (IUCN) threats to biodiversity targets, specifically at least one of the following: **Check all that apply**

Residential and commercial development

Climate change

Terrestrial and aquatic invasive species

Natural systems modifications

Transportation and service corridors

Human intrusions and disturbance (recreational activities)

Agriculture and aquaculture

Biological resource use

Project meets the basic requirements for an eligible activity (see attached guidance document)

Proponent is a registered non-profit organization or is partnered with a qualified organization

Proponent is prepared to make a presentation on the outcomes of their work and submit a written report on an annual basis

Proponent has attached a map of the project

Proponent has attached a letter of support from primary partner, or land manager/owner where project will take place

Proponent has attached a photo representing their project (JPEG)

Section C – Project Outline

1. Project Description: Briefly describe what your project will accomplish. SOCF will use this summary for communications and reports. As well include an image (JPEG) that represents your project to use in communications (Max 3 sentences).
 - Has photo (JPEG) been attached:

2. The Executive Summary should clearly and concisely summarize the entire proposal.
(3-5 Paragraphs)
 - The problem addressed by this proposal
 - The overall project objectives, general methods and measures of success
 - For this year, include the total cost of the project, partnership funds already obtained, and the amount requested from SOCF in the proposal
 - Specify how the proposed work is important for conservation and how it will benefit the South Okanagan Region.

3. How does the project specifically address threats to biodiversity? Include facts and stats that support the need for the project, including standards that would be applied, and literature references. (3-5 Paragraphs, can be in point form as well).

4. Provide an outline (Project Charter) detailing the steps through to completion of the final report and presentations. Project Charters include objectives, methods (Can be up to 5 per objective), deliverables, measures of success (MOS) and proposed timeline. Please be specific to the current year of funding

Objective 1:

Methods	MOS/Deliverables	Timeline

Objective 2:

Methods	MOS/Deliverables	Timeline

Objective 3:

Methods	MOS/Deliverables	Timeline

Objective 4:

Methods	MOS/Deliverables	Timeline

Objective 5:

Methods	MOS/Deliverables	Timeline

5. Identify who will be the primary person(s) responsible for delivering the project along with their experience and qualifications and provide a relevant work reference (name, phone number or email) for everyone.

6. Who will you be partnering with on this project and what are their roles (including partners providing funding). Provide one letter of support from the primary partner, and/or land manager/owner where the project will be delivered
 - Letter(s) of support have been included in the application submission:

7. Many SOCF-funded projects take place on the traditional territory of the *syilx* people of the Okanagan Nation. We acknowledge the possibility of collaborating with Indigenous communities in joint leadership roles for various projects, or having projects primarily led by Indigenous communities. Please describe any communication you have had with Indigenous communities about your proposal and please include details of those contacts and a summary of any feedback that you received (2-4 paragraphs).

8. How will the public be made aware of the project and the South Okanagan Conservation Fund contribution. Please include ideas on where you would like to present and/or publicize the outcome of your project. (2-4 paragraphs, can be in point form)

9. Location and Map:

- Provide a description that includes distance to the nearest town or other known feature, well as highlight the type of tenure on which the project will occur.
(1-2 Paragraphs)
- Provide one or more maps as separate attachments (JPEG, PDF, or KMZ) to help reviewers with an overview and site-specific orientation to the project.
- A completed map has been included in the application submission:

10. Permits: Are any permits required for the project. If so list them and when you expect to receive approval for said permits.

11. Provide a budget using the budget template (excel; document) provided on the South Okanagan Conservation Fund page. Any additional comments regarding the budget please use the space below.

- A completed budget has been included in the application submission:

NOTE: Please include high quality photos (JPEG) or other supporting materials (designs, media coverage, brochures, etc) as attachments or google docs.

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