

Indigenous Leadership Fund for Biodiversity Conservation

Applicant's guide



First Nations of Quebec and Labrador
Sustainable Development Institute

Québec 

The Indigenous Leadership Fund for Biodiversity Conservation

The FNQLSDI created the **Indigenous Leadership Fund for Biodiversity Conservation** with financing from the ministère de l'Environnement, de la Lutte contre les changements climatiques, de la Faune et des Parcs (MELCCFP). The funds from the 2030 Nature Plan allocated to Indigenous leadership in biodiversity conservation enabled the creation of the Fund.

- **Funding available per project:** up to \$200,000 per year
- **Eligible organizations:** First Nations communities, organizations, nations and groups (with the exception of the Cree Nation, which has a separate agreement with the MELCCFP).
- **Project completion deadline:** projects must be completed no later than March 31, 2029
- **Functioning:** two calls for projects per year

Need help?

We are available to help you develop your project proposal and at every stage of its realization. For more information about our support services (or any other questions), please contact Mélissa Martel, Conservation Project Leader: leadership@iddpnql.ca.

You can also call us at **418 843-9999**. We'll be happy to answer your questions and discuss your project, concerns or ideas.

What is the objective of the Fund?

The Fund provides financial support for the development and implementation of biodiversity conservation projects related to the targets of 2030 Nature Plan of First Nations organizations and communities.

Who is eligible?

Funding is available to First Nations communities, nations and organizations. All nations are eligible, except for the Cree Nation, which has a special agreement associated with the 2030 Nature Plan.

More precisely, is eligible:

- Any First Nations community recognized by the National Assembly of Québec and the Assembly of First Nations of Quebec and Labrador (AFNQL) and represented by its Band Council;
- Any indigenous organization with a majority of indigenous board members whose mission is to protect indigenous cultures;
- Any tribal council, AFNQL commission or regional organization, as well as any Indigenous trust or business where the majority of members, directors, or shareholders are Indigenous;
- Any other representative group (e.g. a members' association duly mandated by a band council to take charge of a project).

Project submission

How do I submit a project?

1. Got any ideas?

If you would like to discuss your biodiversity conservation projects and check whether they are eligible for support from the Fund, please send us an expression of interest to leadership@iddpnql.ca using the form: [Expression of Interest](#).

2. Submit a project

- Fill in the [Project Submission Form](#).
- Fill in a [Provisional Budget](#).
- Submit your project to leadership@iddpnql.ca.

The submission process is accessible and streamlined, making it easy for organizations with varied resources and experience to submit their projects.

Use of the templates is mandatory. They are available on the [Indigenous Leadership Fund for Biodiversity Conservation](#) web page.

On the one hand, the use of a standardized form guides applicants in drafting their proposals and enables them to check that all essential information is provided, thus avoiding discrepancies between different project submissions. On the other hand, the form facilitates the analysis and comparison of projects by the selection committee, and ensures that projects are evaluated fairly.

What projects are eligible?

To be eligible for the Fund, proposals must meet the following criteria (for more details, see Appendix 1):

- The project is submitted by an eligible organization or applicant
- The proposal is complete:
 - All sections of the form are duly completed
 - The targets of the 2030 Nature Plan to which the project contributes have been identified
 - The work plan, including deadlines, is attached.
 - The provisional budget is sufficiently detailed
- The amount requested is equal to or less than the established maximum

Identifying the targets of the 2030 Nature Plan

These two documents will help you identify the targets of the Nature Plan 2030 to which your project will contribute:

[Summary of 2030 Nature Plan](#)

[2030 Nature Plan: Conserving biodiversity and giving access to nature](#)

Project types

Biodiversity conservation projects can include :

- Knowledge acquisition
- Project planning and/or implementation
- Knowledge development and capacity building in biodiversity conservation
- Education and awareness of biodiversity conservation
- Mobilization and collaboration activities

Here are some **examples of eligible projects**:

- Development of a protected area proposal under First Nations leadership
- Knowledge acquisition and promoting First Nations knowledge, practices, and uses related to biodiversity conservation
- Community or regional consultation led by the project proponent specifically on a biodiversity conservation project
- Restoration of degraded ecosystems
- Projects focused on the recovery or protection of a threatened, vulnerable, potentially at-risk, or culturally significant species
- Raising awareness and involving communities in biodiversity conservation and raising public awareness of indigenous realities
- Prevention and detection to counter the spread of invasive species
- Implementation of biodiversity conservation policies and practices
- Innovation in sustainable agricultural and aquacultural practices
- Creation of wider riparian buffers and vegetated strips
- Ensuring the sustainability of forestry practices
- Mobilization with local and/or international players on biodiversity conservation issues
- Responsible promotion of harvested species and natural environments
- Circular economy initiatives

An organization can receive financial support for more than one project, but only if they are different projects and if it can demonstrate its ability to successfully complete each one. Projects that are complementary to ongoing activities are eligible.

Ineligible projects:

- If they are aimed at providing general support for an organization's mission or establishment (e.g. hiring additional staff not entirely dedicated to the project for which an application is being made).

Budget

The annual budget available per project is a maximum of **\$200,000**.

A project may receive direct or indirect financial assistance from departments, agencies and Crown corporations of the governments of Quebec and Canada, and from other partners, up to a maximum of 100% of eligible project expenses.

Once funding from the Fund has been confirmed, organizations and communities will have until March 31, 2029 to complete their projects.

Expenditures financed by the Fund may only be incurred from the date of signature of the financial contribution agreement between the FNQLSDI and the organization responsible for the project.

Project start-up and related expenses are possible from the date of signature of the financial contribution agreement between the FNQLSDI and the organization responsible for the project. The parties' commitments are also specified in this agreement.

Eligible and non-eligible expenses

The following are eligible and non-eligible expenses under the Fund. The FNQLSDI reserves the right to refuse any expenses deemed irrelevant to the realization of the project or to the achievement of the action's objectives.

Eligible expenses:

- salaries and benefits for staff and trainees assigned to the project;
- professional fees (fees must not exceed salaries);
- gifts or compensation for the participation of seniors;
- rental or refurbishment of premises (maximum 10% of total project cost for refurbishment of premises);
- training costs related to project objectives;
- expenses associated with communication activities;
- simultaneous translation and document costs;
- travel expenses within Québec (transportation, meals, parking, lodging, etc.) according to the FNQLSDI's internal policies;
- costs associated with workshops and meetings (meals, honoraria for participants);
- young people's participation in projects (e.g. scholarships to take part in project activities);
- the purchase of specialized equipment for the project, with the exception of vehicles (e.g. computers or tablets, software, first-aid kits, tools and equipment for field work);
- vehicle rental or private transport (helicopter, ATV, snowmobile and boat);
- data acquisition and management costs;
- administration costs (maximum 10%).

Ineligible expenses:

- costs incurred prior to signing the agreement;
- costs related to offsetting greenhouse gas emissions;
- expenses related to the organization's general mission and promotion;
- expenses related to any activity taking place outside Québec;
- all costs related to the purchase of land (taxes, notary fees, etc.);
- all costs not directly related to the project;
- all costs associated with legal proceedings.

Project selection

An independent committee, made up mainly of First Nations experts working in biodiversity conservation, will be responsible for selecting the projects. Projects will be received and selected in rounds. All organizations that have submitted a project proposal will be informed of the selection committee's decision.

An organization may submit a project and be a member of the selection committee. This member must have previously declared any link with a potential project proposer that could place him/her in a conflict of interest, apparent or real, personal, financial, community or professional. If a project is submitted by an organization or community to which a member is linked, the member must withdraw from all discussion and work of the Committee relating to this project.

Project evaluation criteria

Projects will be evaluated according to the following criteria:

- The quality of the proposal
 - o Identifying targets for the 2030 Nature Plan
 - o Defining objectives
 - o Methodology
 - o Work plan
 - o Budget
- Ecological, cultural, community and economic aspects
- Feasibility and contribution of partners (if necessary)
- Sustainability and impacts of the project

Reporting and accountability

A work plan and annual budget must be produced at the beginning of each financial year by the project proposer. An annual report and financial statements must also be sent at the end of each project year. A template will be provided for the work plan and activity report. Quarterly progress reports are also required.

Appendices 1 - Eligibility criteria

Criteria	Indications
1. The proposal is submitted by an eligible organization, nation or community.	<ul style="list-style-type: none"> Any First Nations community recognized by the Quebec National Assembly and the Assembly of First Nations of Quebec and Labrador (AFNQL) and represented by its Band Council. Any indigenous organization with a majority of indigenous board members whose mission is to protect indigenous cultures. Any tribal council, AFNQL commission or regional organization, trust or indigenous company with a majority of indigenous shareholders. Any other representative group (e.g. a members' association duly mandated by a band council to take charge of a project).
2. The submitted proposal is complete (see 1st page of the submission template)	<ul style="list-style-type: none"> The mandatory sections of the project application form are completed as required (see project application form and applicant's guide). The information is clear, concise and provides a good understanding of the project. Enclosed documents will help you better understand, enhance and/or support your project (map of the area, letter of support or other relevant document).
3. The proposal identifies the Nature Plan targets to which the project contributes	<ul style="list-style-type: none"> The targets of the 2030 Nature Plan to which the project contributes are clearly identified. The application specifies how the project contributes to achieving these targets.
4. The proposal shows a request for an amount equal to or less	<ul style="list-style-type: none"> Project duration is established and realistic The project can be completed no later than March 31, 2029

<p>than the established maximum and presents activities over an eligible duration.</p>	<ul style="list-style-type: none"> • The budget submitted is realistic and respects the maximum amounts established for each project category.
<p>5. Exclusion</p>	<ul style="list-style-type: none"> • General assistance to the mission or establishment of an organization



**Institut de développement
durable des Premières Nations**
du Québec et du Labrador

**First Nations of Quebec and Labrador
Sustainable Development Institute**

174 Chef-Aimé-Romain
Wendake, (Quebec)
G0A 4V0

418 843-9999
418 843-3625

info@iddpnql.ca
www.iddpnql.ca