

Fund Guide

(Version April 2023)

1. Purpose

The purpose of the Conservation and Climate Fund (hereinafter, “the Fund”) is to support projects occurring in Manitoba that incorporate actions to address and adapt to a changing climate and protect the environment in alignment with the priorities and implementation of the Climate and Green Plan.

Projects will deliver on one or more of the following:

- (a) Reduce greenhouse gas emissions
- (b) Address the effects of a changing climate, including adaptive measures to reduce impacts and enhance resiliency
- (c) Promote sustainable development while ensuring a prosperous and healthy Manitoba for future generations.

The Fund supports time-bound projects and does not provide ongoing operating or maintenance support to an organization.

As an initiative of the Manitoba Climate and Green Plan, the Fund supports further transition to a sustainable and green low carbon economy. It also supports Manitoba becoming more climate resilient, with the ability to withstand, respond and recover quickly from the impacts of a changing climate.

2. Applicant Eligibility

(a) The applicant must be one of the following:

- Incorporated non-profit organization
- Academic or educational institution
- Manitoba Municipality
- Northern Affairs or Indigenous Community in Manitoba
- Business, including Social Enterprise Businesses*

*Business must be registered with the Province of Manitoba.

(b) Applicants must be active and have established operations within Manitoba for at least one year before applying.

(c) Ineligible applicants include Individuals, Crown Corporations, Federal Government, Provincial Governments, and Watershed Districts.

3. **Project Eligibility**

Eligible Projects must demonstrate fulfillment of incorporating climate change and adaptation considerations into the project goals, objectives, activities, and outcomes through:

- a) Fitting within one or more of the three Categories of the Fund:
Climate and Green Technology, Water, and Nature and Resilient Landscape.
- b) Fitting within one or more of the Subcategories of the Fund with a minimum of one Subcategory for each declared Category.
- c) Fitting within one or more of the four cross-sector focus areas.

See Table 1 below for listing of categories, subcategories, cross-sector focus areas, and examples of cross-cutting project outcomes.

Table 1: Fund Categories, Subcategories, Focus Areas

CATEGORY	SUBCATEGORY	OUTCOMES	CROSS-SECTOR FOCUS AREAS
Climate and Green Technology	Clean Energy	<ul style="list-style-type: none"> Foster more clean energy (e.g., renewable or non emitting energy sources) production and use in Manitoba 	<p>Clean technology pathways that fulfill market needs and provide job and economic stimulus (e.g., clean tech or clean energy investments and jobs created).</p> <p>Circular economy development that focuses on provincial industries and associated economic opportunities (e.g., redirect by-product streams into higher value-added processing or reuse).</p> <p>Municipal climate action projects to reach the carbon emissions reduction potential of municipalities and/or to advance implementation of the community's climate adaptation plans.</p> <p>Offset criteria and protocol development with a focus on Manitoba-specific applications (e.g., nature-based solutions in agriculture, energy, and forestry sectors)</p> <p>Advance knowledge and understanding that fosters sustainable action, for a prairie-specific context.</p>
	Sector Emissions Reductions	<ul style="list-style-type: none"> Contribute to overall emissions reductions for Manitoba 	
	Innovation and Cleantech	<ul style="list-style-type: none"> Promote growth in the clean technology sector 	
	Green Infrastructure	<ul style="list-style-type: none"> Advance enhanced climate resiliency, key infrastructure partnerships under the Climate and Green Plan (e.g., to municipalities and Indigenous communities) 	
Water	Agriculture and Land Use	<ul style="list-style-type: none"> Maintain and enhance healthy and sustainable agro-ecosystems 	
	Flood and Drought	<ul style="list-style-type: none"> Contribute to effective forecasting, mitigation, and response to flooding and drought 	
	Water Quality	<ul style="list-style-type: none"> Target clean water throughout Manitoba for drinking, healthy ecosystems, and habitats and economic development 	
Nature and Resilient Landscapes	Parks and Protected Areas	<ul style="list-style-type: none"> Encourage a greater connection and enjoyment with nature and natural tourism for Manitoba families 	
	Forestry and Natural Areas		
	Conservation	<ul style="list-style-type: none"> Promote healthy, productive, and climate-resilient forests and natural areas Support Manitoba's active conservation efforts 	

When completing the online application form, the above categories and subcategories are to be selected by the applicant based on the project deliverables to be achieved within the funded project period. One category **must** be selected along with one or more subcategories fulfilled. A second category **may** be selected as applicable if there is a secondary project priority. In addition, at least one cross-sector focus area **must** be selected.

The applicant must demonstrate that the proposed project is distinct from projects or initiatives already receiving provincial funding. The project must be implemented in Manitoba.

*For business and social enterprise business applicants, eligibility is limited to pilot projects where profitability is not expected nor likely. For example, this could be a pilot demonstration project or a beta test involving final testing with real users before releasing to a wider use in the marketplace.

In order for a pilot project to be eligible, it must also be transformative and highly-impactful at the final testing stage. It must offer benefits that can be measured through greenhouse gas emission reductions and/or adaptation contributions, and it must be intended to support wider scale replication, for example, in other municipalities, institutions, or businesses.

For municipal applicants, eligibility is limited to municipal climate action projects that increase the municipality's carbon emissions reduction potential and/or support the development, advancement, or implementation of the community's climate adaptation plan.

Ineligible Projects:

- For municipal applicants, ineligible projects include: Municipal core services and programs as well as infrastructure capital funding that are the responsibility of the municipal, provincial or federal body (for example, fire and ambulance services, municipal drinking water and wastewater/drainage infrastructure, municipal waste services, and municipal services covered by provincial operating funding).
- For-profit private business projects or programs.
- Core operations, projects, or programs that receive regular, budgeted provincial or federal support or are part of ongoing programs (for example, medical and health care facilities, school and day care facilities, delivery of health and social services).

- On-going programs and activities or projects which are already planned and/or funded provincially or through Provincial Crown Corporations.

For example:

- **Energy efficiency projects.** Such as lighting, insulation, window, building envelope upgrades or electricity generation projects tied to the grid (please engage with Efficiency Manitoba).
- **Municipal operating services and capital priorities** covered by existing Manitoba operating grants and capital funding to municipalities, with the exception of pilot projects (please engage Municipal Finance and Advisory Services; Manitoba Strategic Municipal Investment Fund; Building Sustainable Communities Program; and Manitoba Strategic Infrastructure Secretariat);
- **Trail projects** (please engage Trails Manitoba);
- **Wild Species & Habitat projects** (please engage the Fish and Wildlife Enhancement Fund and the Conservation Trust)
- **Watershed and Wetland projects** (please engage the Conservation, GROW and Wetlands GROW Trusts.)
- Activities required by law and/or mandated by a level of government (for example, a restoration that is already required by regulation).
- Projects in relation to the enforcement of or compliance with legislation, regulations, or with by-laws in effect.

4. **Cost Eligibility**

Eligible Project Costs

Any costs directly related to developing and executing of the project over the Government of Manitoba's fiscal year (ends March 31) are eligible, **excluding those identified under ineligible costs.** For example, staffing/salary costs directly related to the proposed project are eligible whereas regular ongoing staffing/salary costs are not.

Ineligible Costs:

Costs incurred after March 31. For example, funding of a project over Government of Manitoba fiscal year 2023/24 will end by March 31, 2024.

Costs not directly attributable to the proposed project.

Costs incurred prior to the application intake deadline or funding shortfalls.

Costs associated with drafting and submitting the grant proposal.

Debt reduction costs, legal fees, financing charges and interest payments on loans.

Insurance coverage costs.

Expenditures for provincial sales tax, goods and services tax if the recipient is eligible for a rebate, and any other costs eligible for rebates.

Major capital asset costs such as property (e.g., land, buildings), plant/facility and vehicles (> \$5000 per item).

Costs for purchasing equipment and furnishings that do not remain with the applicant at project end.

- General repairs or rebuilding of existing projects.
- Costs incurred associated with the receipt of donations, in-kind contributions, or gifts.
- Overhead and administration costs, including regular ongoing staffing/salary costs, office equipment, regular scheduled maintenance work, supplies and professional fees, and ongoing website hosting/maintenance required as part of the ongoing operation of the organization.
- Hospitality and travel expenditures beyond Manitoba government guidelines.
- Costs incurred for cancelled projects.
- Costs covered by other funding sources.

NOTE: Contributions of materials, equipment, and labour will be considered as part of the application assessment.

5. Project Funding:

The maximum grant per applicant, as determined by the Fund, over the Government of Manitoba's fiscal year (ending March 31) is \$150,000.

The Government of Manitoba reserves the right to limit funding per applicant type, as listed in Section 2 (a) to 60% of the total Fund in any one government fiscal year in order to balance distribution of funding.

Fund Stacking:

- a) The maximum level—or stacking limit—of total government assistance (federal, provincial, and municipal assistance for the same eligible costs) will not exceed 100 per cent of eligible costs. In the event that total government assistance to a recipient exceeds the stacking limit, the Conservation and Climate Fund will adjust the level of funding so that the stacking limit is not exceeded and there is no duplication of funding.
- b) Applications are not required to match project funding with funds from other eligible sources. However, eligible matching funds (cash and/or in-kind) can contribute positively to the application assessment as outlined under the Application Assessment section (i.e., Organization Capacity and Funding).

6. Application Assessment

Only eligible applications received during the declared intake period will be assessed.

Applications will be assessed as received from the applicant. It is the applicant's responsibility to provide clear, comprehensive, succinct and accurate information.

A competitive process is applied where applications will be evaluated against other project proposals received during the intake. An interdepartmental technical evaluation committee, comprised of Manitoba Government staff and administered by the Climate

and Green Plan Implementation Office of Environment and Climate Department, will assess eligible applications.

Submitting a complete application is a requirement for funding but is not a guarantee of funding. If an application is deemed ineligible as it does not fulfill the eligibility requirements of the Fund, the application will not be assessed.

Eligible applications are assessed in relationship to:

Project Benefits

- The extent of match with one or more of the Categories and the Subcategories.
- The extent of applicability by meeting one or more of the Focus Areas.

The demonstration of outcomes/deliverables that are specific, measurable, achievable, time-bound and significant to the implementation of the Manitoba Climate and Green Plan.

This shall include but not limited to:

(a) Greenhouse gas emission reductions, if applicable

(b) Address the effects of a changing climate, including adaptive measures to reduce impacts and enhance resiliency. For example, projects that support Manitoba becoming more climate resilient, with the ability to withstand, respond and recover quickly from the impacts of a changing climate. This can be enabled through changes in process, practice, and infrastructure that reduce damage from climate impacts or that increase benefits from a changing climate

(c) Promote sustainable development while ensuring a prosperous and healthy Manitoba for future generations (i.e. supporting clean technology pathways, circular economy development, or sustainable low carbon economic opportunities to enhance green-growth (i.e., innovative clean energy or technology that results in reduced carbon emissions).

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Project Viability

- The extent to which the requested funding and other identified and confirmed technical, financial, and human resources are sufficient to perform the identified tasks to assure delivery of the project.

- The outlining of a project scope that is achievable within the specified timelines through demonstration of clear and focused objectives and includes a work plan with appropriate methodology, milestones, and deliverables.
- A sufficient assessment of inherent risks and evidence of a plan to mitigate identified risks.

Organizational Capacity and Funding

- A demonstrated organizational capacity, including technical, managerial, and financial expertise relevant to their respective sector or industry to undertake the specific project as proposed.
- An identified strong lead champion with the capacity to guide the project to successful completion.
- The demonstrated high return on investment based on total project costs vs Manitoba's cash funding contribution. Only secured funds external to the Government of Manitoba or Provincial Crown Corporations (e.g., Federal Government, Private cash donations, applicant's cash funding and in-kind contributions) may be applied as eligible project contributions.

7. Application Requirements

For full application requirements, refer to this Fund Guide and the Application Form of the Conservation and Climate Fund.

A fully completed and signed application (i.e., electronic applicant declaration) is required. All supporting or additional attachments, if any, are to be submitted with the application.

8. Application Intake

Typically, there will be an annual application intake. Visit the Conservation and Climate Fund at Manitoba Grants Online for announcement information on application intake(s) for the Fund.

Applicants are to submit their application electronically with the Fund at Manitoba Grants Online. Visit www.gov.mb.ca/grants/ or see the Contact Information at the bottom of this guide.

An application has been successfully submitted through the online process if a seven (7) digit confirmation ID notice has been provided. It is recommended that you retain on file a copy of your confirmation ID and a copy of the application.

A maximum of one (1) application may be submitted from an applicant during a specific application intake. Each applicant can submit up to three (3) separate and different

projects within the application. Each project submission will require completion of a separate electronic online application form. Maximum grant cannot exceed \$150,000 per applicant.

9. Grant Funding Agreement Terms & Conditions

Following application selection and approval, a Grant Funding Agreement between the Grant Recipient and the Manitoba government will be negotiated.

The Grant Funding Agreement will outline the terms and conditions with the Grant Recipient. This shall include, but is not limited to, project tasks and deliverables; the eligible use of funds; maximum project funding limits, project start and end dates; publication terms, if any; cancellation of the agreement; grant payment processing, including interim payment terms, if any; and reporting terms, which typically contain interim and final reporting requirements.

10. Processing Applications

All applicants will be notified in writing by email of the selection decision pertaining to their application.

Selection decisions are final. There is no appeal process.

Approved projects are funded subject to the availability of funds.

Grant Recipients' names and project descriptions may be published on the Government of Manitoba website, in a news release, or through other forms of communication.

11. Contact Information

For updated information visit Manitoba Grants Online at www.gov.mb.ca/grants/

Climate and Green Plan Implementation Office

In Winnipeg: 204-945-7246

Toll free in Manitoba: 1-866-444-4207

Email: ccinfo@gov.mb.ca

Or Manitoba Government Inquiry toll free in North America: 1-866-626-4862

Mailing Address:

Climate and Green Plan Implementation Office

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