

Environmental Awareness Fund

Mandate

The \$30,000 Environmental Awareness Fund (EAF) supports the efforts of grassroots organizations to educate, engage and connect Yukon communities with the territory's natural environment. It supports the promotion of conservation, biodiversity, and ensuring human impacts on the environment are sustainable.

Eligibility

Applicant organizations must be a registered society in good standing under the Yukon Societies Act.

Applications from organizations that do not already benefit from a transfer payment agreement with the Government of Yukon will be given priority. In-kind contributions and financial support from other partners is encouraged.

Applications and reporting must be received by the deadlines.

Each successful organization is limited to one funded application per fiscal year. Organizations may submit more than one application but no more than one can be funded.

Funding cannot be used for:

- Annual programming;
- Administrative costs or contingency funds;
- Staff wages or honoraria (Elder and expert honoraria exempt);
- Expenses not connected to the project outlined in the application;
- Expenses that do not have verifiable receipts.

Examples of eligible projects include:

- Educational camps and workshops;
- Brochures, web content, videos and other educational materials;
- Awareness campaigns;
- Outreach booths and events;
- Public lectures.

Examples of eligible project content includes:

- Recycling, compost and waste reduction;
- Yukon species and habitat conservation;
- Water stewardship;

- Human-wildlife conflict prevention;
- Climate change adaptation and mitigation;
- Sustainable practices for outdoor recreating (hiking, paddling, wildlife viewing, hunting, fishing, trapping, boating, ATVing, sledding, etc.);
- Backcountry etiquette/Leave No Trace principles;
- First Nation cultural connection with the environment.

Terms of Reference and Procedures

Review Committee

The mandate of the Environmental Awareness Fund Review Committee (the Review Committee) is to review applications from registered societies in good-standing applying for funding from the Environmental Awareness Fund.

The Review Committee will treat all organizations fairly and equitably when funding applications are being considered (after priority is given to those organizations without an existing funding agreement from Yukon government).

Membership of the Review Committee includes the Director Communications and Public Engagement as chair, and may be comprised of one person appointed by the respective Director each from the Policy, Planning and Aboriginal Relations Branch, the Fish and Wildlife Branch, the Environmental Programs Branch, the Parks Branch, the Water Resources Branch, the Climate Change Secretariat, the Animal Health Unit and the Conservation Officer Services Branch.

Excluding the Chair, the Review Committee will be appointed on an annual basis to review Environmental Awareness Fund applications received by the Department of Environment. Members may mirror membership of the Department of Environment's Communications, Education and Outreach Committee.

Review Committee Conflict of Interest Guideline

A conflict of interest occurs when a Review Committee member's private affairs, business or financial interests are in conflict, or could result in a perception of conflict with their activities as a member of a board or committee.

If a Review Committee member – or any member of their family – is a member of a society applying for funding, they must advise the chair prior to the Review Committee meeting to review Environmental Awareness Fund applications and remove themselves from the process.

Funding Decisions

Meetings to review the applications will be held within two weeks of the application funding deadline.

The Chair will provide copies of all applications to members of the Review Committee for initial review prior to the Review Committee meeting. Note: All copies of applications distributed to the Review Committee must be returned to the Chair at the completion of the assessment process.

The Chair will ensure all applicants are verified as “in good standing” before including the application for review.

The applications will be assessed on a point system, based on the following criteria:

Maximum Points	Criteria
10 points	Organization is not already benefiting from a Government of Yukon funding agreement
10 points	Educates, engages and connects Yukon communities with the territory’s natural environment.
10 points	Promotes conservation, biodiversity, and the sustainability of human impacts.
10 points	Meets a demonstrated community and/or territorial need.
5 points	Innovation: the project aims to do things in a new and different way
5 points	Community-focus: the project pays attention to connecting with Yukoners outside Whitehorse

The point system will be used determine which projects will be funded. The projects with the highest point value will be funded first.

A project’s ranking does not determine its funding level i.e. just because a project received the highest ranking does not mean the project will receive the total amount applied for. The Review Committee reserves the right to attribute funding to specific aspects of a project, and split funding amongst applications as it sees fit.

The Review Committee will determine how many projects will receive funding, and for how much, based on consensus. Consensus is defined as the decision supported by a majority of the committee.

The Chair will record final decisions and any other notes necessary for the Assistant Deputy Minister, Corporate Planning Division to consider (or for the Chair's/Review Committee's considerations in future years). The Review Committee recommends to the Assistant Deputy Minister of Corporate Planning, the disbursement of funds to eligible groups. The Assistant Deputy Minister, Corporate Planning Division, must approve the recommendations prior to the disbursement of any funds.

All applicants will be advised in writing of the final status of their applications.

Funding for approved projects will be done via a transfer payment agreement and in accordance with current standards for contribution agreements. All funding is subject to the appropriation of funds by the Yukon Legislature.

The Financial Services Branch, Department of Environment will review all contribution agreements before they are provided to the NGO for signing. Upon receipt of the signed contribution agreement from the NGO, the Chair will sign and forward the original of the signed contribution agreement to the Financial Services Branch. Copies of the signed contribution agreement will be retained by the Chair and provided to the recipient NGO.

The Review Committee may make a recommendation to the Assistant Deputy Minister, Corporate Services and Climate Change Division to initiate a second call for applications should all the funding from the initial call not be allocated. The Assistant Deputy Minister, Corporate Planning Division, must approve the recommendation prior to a second call for applications being made. Successful projects will be posted online with the organization's name.

Changes to Terms of Reference

Changes to the Terms of Reference will be submitted by the Review Committee and approved by the Assistant Deputy Minister, Corporate Services and Climate Change as required.

Review of the Terms of Reference will occur annually during the meeting to review funding applications.