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# **Aboriginal Fund for Species at Risk – Species at Risk Stream**

**2018–2019**

**Application Guidelines**



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## Table of Contents

<b>1. Background.....</b>	<b>3</b>
<b>2. Program Objectives, Expected Results and Priorities .....</b>	<b>3</b>
<b>3. Eligible Lands and Waters .....</b>	<b>6</b>
<b>4. Eligible Recipients.....</b>	<b>6</b>
<b>5. Eligible Species .....</b>	<b>7</b>
<b>6. Eligible Activities .....</b>	<b>7</b>
<b>7. Consolidating Projects and Multi-Year Funding .....</b>	<b>9</b>
<b>8. Matching Contributions .....</b>	<b>10</b>
<b>9. Project Funding and Eligible Expenses .....</b>	<b>11</b>
<b>10. Other Requirements .....</b>	<b>13</b>
<b>11. For Accepted Applications .....</b>	<b>13</b>
<b>12. How Projects Are Reviewed .....</b>	<b>15</b>
<b>13. To Apply .....</b>	<b>17</b>
<b>Appendix 1: AFSAR Regional Coordinators.....</b>	<b>19</b>
<b>Appendix 2: Official Language Questionnaire for Funding Applicants .....</b>	<b>21</b>
<b>Appendix 3: AFSAR SAR Stream Regional Priorities .....</b>	<b>23</b>



## 1. Background

One of the Government of Canada's conservation results is the recovery of species at risk. The Aboriginal Fund for Species at Risk (AFSAR) program, established in 2004, supports the development of Indigenous<sup>1</sup> capacity to participate actively in the implementation of the Species at Risk Act (SARA). This fund also enables the Government of Canada to facilitate Indigenous involvement in activities that protect or conserve habitats for species at risk (SAR). The Act recognizes the important role that Indigenous Peoples play in wildlife conservation and the need to consider Aboriginal Traditional Knowledge (ATK) in the SARA process.

AFSAR has two separate funding streams:

- The SAR Stream, which focuses on the recovery of species at risk listed on Schedule 1 of SARA; and
- The Prevention Stream, which focuses on proactively preventing species, other than those listed on SARA, from becoming a conservation concern.

This document provides general program information and requirements for making an application to the AFSAR SAR Stream 2018–2019 funding year. Separate [Application Guidelines](#) and an online [Application Form](#) have been developed for the AFSAR Prevention Stream.

Proposals will be evaluated in the context of the regional and national funding priorities included in this document. Please contact your AFSAR Regional Coordinator (see [Appendix 1](#)) to learn more about specific regional information and priorities.

For general information about the AFSAR, please consult the [program website](#) or send your specific questions to [ec.faep-afsar.ec@canada.ca](mailto:ec.faep-afsar.ec@canada.ca).

## 2. Program Objectives, Expected Results and Priorities

### Objectives

The underlying objectives of the AFSAR SAR Stream are to:

- Support and promote the conservation and recovery of SAR and their habitats on Indigenous lands or traditionally used territories; and
- Support the engagement and cooperation of Indigenous Peoples in the recovery of SAR, their habitats and SARA processes.

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<sup>1</sup> The term "Indigenous" replaces "Aboriginal" in certain instances as it is all-encompassing with respect to Indigenous People. The term "Aboriginal" is used with respect to specific reference to the program's name or to specific wording in Acts, such as the *Species at Risk Act*.



## Expected Results

In order to be eligible, proposed projects must demonstrate how they contribute directly to the recovery objectives and population goals of species at risk. Further, the proposal should include one or more of the elements below, and describe how they contribute to the species' recovery objectives and population goals:

- Strengthen capacity in Indigenous communities for SARA implementation;
- Mitigate threats to SAR, be they individuals or populations;
- Protect, improve or manage critical and important habitat<sup>2</sup> of SAR; and
- Document and conserve ATK and Traditional Ecological Knowledge (TEK) on SAR and, where appropriate, help with their use in the development of recovery objectives.

## National Priorities

The national priorities for the AFSAR SAR Stream are projects that focus on the following:

- Implementation of priority activities described in recovery strategies, action plans or management plans;
- Implementation of multi-species projects with a focus on ecosystem-based recovery initiatives<sup>3</sup>;
- Implementation of projects involving collaboration among multiple stakeholders/partners;
- The recovery of species at risk and threats to species at risk included as part of an international agreement<sup>4</sup>;
- Activities that address the impacts or respond to the threats of climate change as described in recovery strategies, action plans or management plans;
- The consideration of ATK for application in SARA processes, including species assessment and the planning and implementation of recovery documents

## Regional Priorities

In 2018-2019 all species at risk funding programs (the Habitat Stewardship Program for Species at Risk, the Aboriginal Fund for Species at Risk, and the Interdepartmental Recovery Fund) have adopted a common tiered approach for regional priorities that will

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<sup>2</sup> The program defines "important habitat" for the AFSAR SAR Stream as habitat that is considered as candidate Critical Habitat or habitat that is important for the species but that is not actually identified in a recovery strategy/action plan/management plan.

<sup>3</sup> Projects which demonstrate a focus on ecosystem-based recovery initiatives should show an awareness of the importance of the surrounding habitat/environment and show they are part of a larger ecosystem approach or plan.

<sup>4</sup> International agreements in this context are understood to be formal, national in scope, and for which the Government of Canada is a signatory (i.e. Strategies, Conservation Plans, etc. formalized through a Memorandum of Understanding or a Letter of Intent).



be used to guide the selection and prioritization of proposals for the funding of **terrestrial stewardship projects**. The tiered prioritization approach applies to projects in terrestrial environments only. The approach to regional priorities for **aquatic stewardship projects** remains unchanged in 2018-2019.

**Terrestrial projects:**

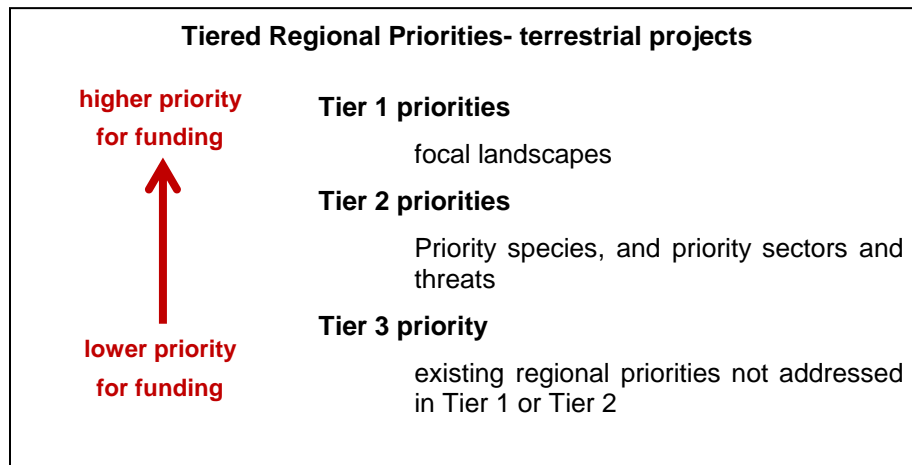
For the 2018–2019 funding year, [terrestrial regional priorities](#) have been tiered based on their importance to regional objectives:

- Tier 1: Projects taking place within regional focal landscapes
- Tier 2: Projects focusing on priority species, and priority sectors and key threats
- Tier 3: Existing regional priorities: Projects focusing on existing terrestrial regional priority areas, species and/or threats that are not addressed by the new Tier 1 or Tier 2 priorities.

Please see [maps](#) for visual representation of the Tier 1 Focal landscapes and Tier 3 regional priority areas.

See the [AFSAR 2018 – 2019 National Call for Proposals](#) for more information on criteria used to select regional priority focal landscapes, species, sectors and threat.

Emphasis this year will be placed on projects that address regional priorities, with AFSAR targeting its funds for **terrestrial** projects to Tier 1 and Tier 2 priorities, as illustrated below:



Please see the [regional priority table](#) or contact your [Regional Coordinator](#) for more information on the 2018 – 2019 regional priorities for terrestrial projects.

**Aquatic projects:**

For the 2018-2019 funding year, the format for regional priorities for aquatic projects has not changed. Projects will continue to be evaluated against existing regional priority species, areas and/or threats, listed in the [regional priority table](#). The majority of aquatic



funds will go to projects that address these regional priorities. Please contact your [Regional Coordinator](#) for more information on all of the program's priority activities, areas and threats.

### **3. Eligible Lands and Waters**

In order to be eligible, proposed projects must take place on:

- a) Reserves and Lands set apart for the use and benefit of Aboriginal Peoples under the *Indian Act* or under section 91 (24) of the *Constitution Act, 1867*;
- b) Other lands directly controlled by Indigenous Peoples (e.g., Métis Settlement lands, and land claim/treaty settlement lands), and lands set aside in the Yukon and Northwest Territories pursuant to Cabinet Directive, circular No.27;
- c) Lands and waters where traditional activities (harvesting or other) are carried out; or
- d) Federal waters.

### **4. Eligible Recipients**

All Indigenous communities and organizations located in Canada are eligible for funding (see list below). Furthermore, a partner organization (Indigenous or non-Indigenous) may submit an application on behalf of one or more Indigenous communities or organizations if the organization provides a letter of support from the community indicating that it has been formally mandated to do so by the application deadline.

Eligible recipients include the following types of Indigenous communities and organizations:

- Indigenous associations/organizations
- Territorially based Indigenous groups
- District councils/Chief and Council
- Traditional appointed advisory committees
- Indigenous corporations
- Band/Tribal councils
- Indigenous partnerships and groups
- Indigenous school authorities
- Indigenous cultural education centres
- Indigenous land/resource management authorities
- Indigenous co-operatives
- Indigenous societies
- Indigenous boards and commissions
- Other organizations (Indigenous and non-Indigenous) if mandated by one of the above eligible recipients



## 5. Eligible Species

Only proposed projects targeting species listed as Endangered, Threatened and of Special Concern on Schedule 1 of SARA will be eligible for funding. For terrestrial projects, preference will be given to projects with activities taking place in regional Tier 1 focal landscapes or species identified as regional Tier 2 priorities.

Projects targeting species that have been assessed by the Committee on the Status of Endangered Wildlife in Canada (COSEWIC) as at risk but have not yet been listed on Schedule 1 of SARA are ineligible for funding under the AFSAR SAR Stream. They are, however, eligible under the AFSAR Prevention Stream. Please see the [AFSAR Prevention Stream Application Guidelines](#) for more details.

Any species that the Governor in Council has declined to list on Schedule 1 of SARA is **not** eligible for funding under the AFSAR SAR Stream.

For the most up-to-date list of species listed on Schedule 1 of SARA, as well as their recovery strategies, action plans and management plans, please visit the [Species at Risk Public Registry](#).

## 6. Eligible Activities

You must select from the following activity categories in your application. The examples listed below each activity category are eligible options to consider, and pertain to both aquatic and terrestrial environments, with few exceptions. Activities that do not fall under these categories are subject to approval. You should consult your [Regional Coordinator](#) if you would like to undertake activities other than those listed below.

### Activity Categories

- **Habitat Protection:**
  - Prevention of habitat damage (aquatic, riparian or terrestrial) (educational signage, fences for the exclusion of predators or disturbances, etc.)
  - Protection and rescue<sup>5</sup>/prevention of harm to SAR; human-induced threat mitigation (e.g., disentanglement, nest relocation, enabling species migration around roadways, addressing barriers to fish passage, etc.)
  - Development and negotiation of habitat conservation/protection agreements (e.g., legal protection, Certificate of Possession leases/transfer/exchange, formal agreements and informal conservation agreements, and other mechanisms that protect habitat of SAR) (for terrestrial projects only)
- **Habitat Improvement:** Enhancing or restoring habitat of SAR; changing land/water management or land/water use practices to benefit SAR and improve habitat quality.

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<sup>5</sup> Some rescue activities may only be approved if carried out by qualified professionals or established networks. Applicants wishing to include rescue activities in their application should submit an Expression of Interest and discuss with their Regional Coordinator.





- Restoration, enhancement and/or management of SAR habitat
- Vegetation planting or removal of exotics/invasive species in the habitat of, in the immediate area of, and for the direct benefit of a known SAR
- Residence creation (hibernacula, bird boxes, turtle nests, etc.)
- Implementation of beneficial management practices or land/water use guidelines
- **Program Planning and Development:** Developing SAR conservation strategies, land use guidelines/best practices, and planning the implementation of stewardship programs, including target audience engagement strategies.
  - Development of SAR conservation strategies to improve habitat and reduce threats
  - Planning of stewardship programs, including target audience engagement strategies
  - Compilation and dissemination of resource/land use guidelines and beneficial management practices
- **Surveys, Inventories and Monitoring:** Activities such as identifying potential sites for habitat restoration; or assessing the presence of a SAR and its habitat in order to target, design and carry out a current (or future) stewardship project\*.

*These activities will only be funded if they are part of a larger stewardship project that is clearly defined in the proposal and that will be implemented within the next two years.\**

- Identifying potential sites for habitat restoration; includes mapping and analysis (needed to support SAR stewardship activities)
- Assessing the presence of SAR through surveying and/or monitoring
- Creation and/or maintenance of inventories or databases for habitat and species data

**\*Note:** Section 4.2 in the online Application Form enables you to demonstrate how your monitoring and data collection activity will lead to on-the-ground recovery action.

- **Project and Program Evaluation:** Assess the social and biological results and effectiveness of stewardship activities.
  - Conduct project or program results assessment(s)
- **Aboriginal Traditional Knowledge (ATK) – Documentation and Use:**
  - Contribution to the use/integration of ATK in conservation planning
  - Documenting ATK through surveys and interviews about SAR and their habitats
  - ATK compilation and storage (e.g., set-up/maintenance of databases)
- **Outreach:** Providing information to appropriate target audiences on specific actions to be taken to protect SAR; raising awareness about SAR conservation needs; educating resource users about alternative methods that minimize impacts on SAR and their habitat; promoting stewardship at the community level to improve attitudes and change behaviour.

*The activity should lead to direct SAR recovery action; general outreach or non-targeted activities are not eligible.\**



- Development of targeted outreach materials emphasizing the importance of SAR and the benefits of action to be undertaken, which will be used to inform and engage community members/youth
- Training of individuals/community members in stewardship practices/field activities related to SAR
- Informing and engaging community members/target audiences about their role in SAR recovery

**\*Note:** Section 4.4 in the online Application Form enables you to demonstrate how your outreach activity will lead to on-the-ground recovery action.

**Important:**

- For species with draft or completed recovery strategies, action plans or management plans, activities must be closely linked to prescribed recovery actions in those documents.
- Activities under the outreach category must clearly demonstrate that they are focused and targeted on achieving the goals of recovery for target SAR.
- The creation of promotional merchandise (such as hats or mugs) is not eligible for AFSAR SAR Stream funding.
- Any proposed outreach or awareness-building activity will need to be framed as a necessary component of a larger project plan, unless they are sufficiently targeted and well supported to stand alone. Proposals will need to describe in detail how each outreach activity will lead to action in implementing on-the-ground species recovery and include a plan for measuring the implementation, either within the time frame of the project, or within a defined period afterward. Instructions on how to demonstrate this aspect of your outreach activities are included in the online Application Form (section 4.4).
- Scientific research activities, captive breeding, captive rearing, fish hatcheries, aquaculture activities and extirpated species reintroductions, the development of Recovery Strategies or Action Plans, including the identification of Critical Habitat (as required under SARA) are **not** eligible for AFSAR SAR Stream funding. However, AFSAR-funded activities can contribute to the content of recovery documents, such as through the collection of species data that can be used to inform on habitat needs, threat mitigation measures, etc.

## **7. Consolidating Projects and Multi-Year Funding**

If an applicant wishes to submit more than one project under the AFSAR SAR Stream, it is encouraged to consolidate multiple, small proposals on the same target species or in the same priority area into a single, large application that outlines the different priority activities.

Projects are administered at the regional scale. Applicants whose project crosses regional boundaries should identify a primary region based on where the majority of activities will take place.



Multi-year projects are encouraged because they consider the longer-term conservation outcome, and once approved, they offer assurance of funding from one year to the next provided the project remains on track.

Current recipients of AFSAR multi-year funding can apply to receive additional AFSAR funding to undertake new and additional activities as part of their current project, by way of an amendment to their existing contribution agreement. Contact your [Regional Coordinator](#) for details.

## 8. Matching Contributions

You must obtain contributions of non-federal support (cash and/or in-kind) to obtain AFSAR SAR Stream funds.

- Provincial agencies, non-governmental organizations, private landowners, the private sector, and you, the applicant, are all eligible sources for matching funds.
- **A minimum of 20% matching contributions (from non-federal sources) of the AFSAR funding amount is required (\$0.20 match for each \$1 of AFSAR funding).** However, preference will be given to projects with matching contributions in excess of 20% and to projects with higher cash-matching contributions in relation to in-kind contributions.
- Please note that Band contributions for both aquatic and terrestrial projects are considered as eligible sources of matching contributions. The Aboriginal Aquatic Resource and Ocean Management (AAROM) program contributions (for aquatic projects only) are also considered as eligible sources of matching contributions.
- For **multi-year projects**, the program's requirement for matching funds is based on the ability of the applicant to obtain those funds **over the entire length of the project**, and approval is not contingent on securement of all matching funds up front. The rate of matching can be less than 20% of the AFSAR fund amount in any given year, as long as the 20% is met by the project's completion.<sup>6</sup>
- Federal funds (e.g., EcoAction, Habitat Stewardship Program [HSP], AFSAR Prevention Stream and federal funds administered by third-party non-governmental organizations) are **not** eligible as match for AFSAR SAR Stream funding. See section 11 for other requirements relating to the use of funds from other federal funding programs.
- All proposed contributions must be listed in your proposal. If your AFSAR SAR Stream application is successful, all confirmed contributions must be identified in the Contribution Agreement you will sign with Environment and Climate Change Canada or Fisheries and Oceans Canada. If the applicant is not sure where the funding will come from precisely at the time of application, he or she can specify at the time of application "Anticipated funding from other project funders."
- Examples of in-kind resources are equipment loans, donations of building materials and volunteer labour. In-kind costs should be associated only with the

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<sup>6</sup> Note that each year's match will be verified. If the match is insufficient by the last year of the project, the final year's funding may be reduced accordingly.



portion used in the project, not the total cost of the materials and supplies, for example. For specifics on the eligibility of and limitations on in-kind resources, please contact your AFSAR Regional Coordinator (see program contacts, [Appendix 1](#)).

## 9. Project Funding and Eligible Expenses

### Project Funding

Funding is variable and dependant on project activities. In an effort to promote collaboration and multi-year projects, the minimum funding request suggested for new and multi-year projects is \$10,000.

Please note: Funding decisions are not likely to be made in advance of a spring field season. Applicants are strongly encouraged to consider the potential impact of variable funding announcements on proposed project activities and budgets.

Please contact your [Regional Coordinator](#) if you have concerns for minimum funding amounts or the potential impact of notification timing for funding decisions.

### Eligible Expenses

For all eligible expenses, only those deemed to be a reasonable share for completing the project shall be considered eligible.

Eligible expenses may include reasonable and properly itemized costs for:

- **Salaries and wages<sup>7</sup>**
  - Salaries, wages and benefits
- **Management and professional service costs**
  - Accounting, liability insurance, land surveys, legal (other than litigation) costs, Elders/knowledge-holders fees, translation,<sup>8</sup> and other professional fees (other than travel)
- **Contractors**

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<sup>7</sup> Salaries, contractor, consultant or other professional services costs cannot be paid in the following circumstances:

- Chief and Council attendance/participation in a meeting/workshop.
- Individuals receiving salary via an Indigenous program. Examples: Fisheries coordinators under the Atlantic Integrated Commercial Fisheries Initiative; salaried staff under the Aboriginal Aquatic Resources and Oceans Management Program.
- Individuals receiving salary from their organizations. Example: Salaried employees of national Indigenous organizations.

Salaries of non-Indigenous consultants are eligible; however, non-Indigenous consultants should be used only when there are no suitably qualified Indigenous consultants available for the project. It should be strongly recommended to recipients who hire non-Indigenous consultants that an effort is made to have a youth or other community member monitor the consultant to build Indigenous capacity for future AFSAR projects for which they may wish to apply.

<sup>8</sup> Translation costs for other languages (e.g., Mi'kmak) may be eligible; contact your Regional Coordinator for further information.



- Consultants and contractors fees associated with the project (subject to regional or national limits)
- **Travel (as per the [Treasury Board Travel Directive](#))**
  - Travel expenses and related expenses for contracted professional service providers or other non-employees
  - Travel and related expenses for recipient organization employees
- **Materials and supplies costs**
  - Office supplies and material
  - Field equipment and field supplies
  - Includes equipment purchase under \$10,000
- **Communication, printing, production and distribution costs**
  - Printing costs, websites, supplies, etc.
- **Equipment rental and operating costs**
  - Lease, rental, repair, operating expenses, upgrades and/or maintenance costs including associated gear in support of project activities (subject to regional or national limits)
- **Vehicle rental and operation costs**
  - Lease, rental, operating expenses, upgrades and/or maintenance including associated gear in support of project activities (subject to regional or national limits)
- **Purchase of capital assets**
  - Purchase of a single, tangible asset (with a useful life of more than one year) costing more than \$10,000 (subject to Regional Management Team approval in advance and in line with Environment and Climate Change Canada (ECCC) or Fisheries and Oceans Canada (DFO) Contribution Agreement administrative rules)
- **Land acquisition, leases, easements, covenants, servitudes**
  - Funding towards legally binding conservation agreements (for terrestrial projects only)
- **Costs of preparing an independent financial accounting (where the report is required)**
  - Projects over \$100,000 may be required to submit an independently verified financial report at the end of the project (for terrestrial projects only)
- **Overhead**
  - Office lease or rent and administration expenses (phone, fax, Internet, other utilities, office insurance and rent, etc.) directly related to the project up to a maximum of 10% of the AFSAR SAR Stream contribution
- **Other costs**
  - Meeting and training fees (e.g., materials and hall rental), and registration fees for courses, conferences, workshops or seminars
- **Further disbursement of funding to final recipient**
  - Organizations wishing to coordinate work for a specific species or threats, or within a certain geographic area may wish to consider a further disbursement



project. A further disbursement project is one where a recipient distributes funds to third parties by means of their own competitive contribution-type program and agreements. Please contact your Regional Coordinator for further details.

**Note:**

- GST/HST is an eligible project expenditure, therefore ECCC/DFO may reimburse recipients for the taxes they paid while undertaking the activities of the agreement. The amount of ECCC/DFO's contribution includes the reimbursement for GST/HST. For example, if ECCC/DFO's contribution is \$25,000, this \$25,000 includes ECCC/DFO's reimbursement for all eligible expenditures including GST/HST. ECCC/DFO will **not** reimburse the recipient \$25,000 plus GST/HST; the \$25,000 is all-inclusive.
- The use of universal day rates is **not** accepted. Costs must be broken down by expense category in order for the Contribution Agreement to be considered legally binding after signing. When costs are broken down into their respective categories, various clauses are triggered in your Contribution Agreement.
- Costs, other than those identified herein, are ineligible unless specifically approved in writing by the Minister of Environment and Climate Change, or the Minister of Fisheries and Oceans, or his or her delegate at the time of project approval and are necessary for the successful completion of the project.

## 10. Other Requirements

### **Canadian Environmental Assessment Act, 2012**

The *Canadian Environmental Assessment Act, 2012* (CEAA 2012) requires departments to determine whether the carrying out of a project on federal lands (e.g., First Nation reserve lands) is likely to cause significant adverse environmental effects. Consult the [Canadian Environmental Assessment Agency website](#) or your AFSAR Regional Coordinator to help you evaluate whether the consideration of the environmental effects of a project may be required under CEAA 2012.

### **Overlap with Other Federal Funding Programs**

You can only receive funding from one federal funding program for each proposed activity. Any applications submitted to the other federal funding programs (HSP, Interdepartmental Recovery Fund, EcoAction, etc.) must be for different activities than those listed in your AFSAR SAR Stream application.

## 11. For Accepted Applications

Once you have received confirmation of approval of your project, you will be required to submit additional information, including but not limited to the following:

### **Cash Flow Statement**





You will be required to develop a detailed cash flow statement of all sources of revenue (including all in-kind contributions) and expenditures that are part of the approved project.

### **Reporting Obligations**

The Contribution Agreement, between your organization and ECCC or DFO, will specify project report deadlines and will include the required forms. Reporting will be completed online, and you will need to provide regular progress reports, annual reports (for multi-year projects) as well as a final report at the end of the project. These reports will describe your project revenue, expenses, accomplishments and detailed descriptions/quantifications of project outputs and outcomes. Direct outcomes (basic quantifiable project achievements) include

- total land acquired,
- number of SAR targeted for protection,
- SAR monitoring results
- number of individuals directly or indirectly engaged through outreach

Intermediate outcomes (longer-term indicators of effectiveness of project activities in supporting the recovery of SAR and their habitats) include:

- effectiveness of stewardship agreements in improving habitat quality
- effectiveness of management or restoration actions or threat reduction activities
- effectiveness of directed outreach efforts in improving stakeholder engagement

Outcomes and accomplishments must be reported using the performance indicators identified in the Contribution Agreement. It is important to note that different projects may have different reporting requirements. Your AFSAR Regional Coordinator will advise you on specific reporting requirements.

### **SAR Survey Data Sharing**

You will be required to provide species occurrence or habitat data collected using AFSAR funds to your provincial/territorial wildlife data repository centre and to ECCC, DFO or Parks Canada, if relevant to your project. You will be asked to confirm in your final report the submission of data to provincial/territorial wildlife data repository centres. Your AFSAR Regional Coordinator can inform you of the necessary procedures.

### **Intellectual Property Rights**

Any intellectual property and/or ATK that you create as part of this project remains your property. However, ECCC or DFO may negotiate terms in the Contribution Agreement for sharing this intellectual property and/or ATK.

### **Permitting**

You will be responsible for obtaining the appropriate permits associated with your project from relevant federal and/or provincial authorities (including those required under the *Species at Risk Act*, the *Fisheries Act*, the *Migratory Birds Convention Act, 1994*, and any other provincial wildlife acts that may apply) wherever your project triggers the need for a permit (e.g., it could impact SAR).

Funding decisions are not likely to be made in time for the beginning of the field season, and as permits take time to arrange, you should address this need several months before the project start date to reduce delays once a funding announcement is made (see [the SARA Registry](#) and consult your AFSAR Regional Coordinator [see [Appendix 1](#)]).



### **Public Acknowledgement**

You are responsible to provide ECCC or DFO with final copies of any document or material utilizing the Government of Canada (GC) identifier, Canada wordmark and/or acknowledgement statements prior to printing or distribution, for ECCC or DFO approval of the use of said logos and/or acknowledgement statements. The AFSAR Regional Coordinator (see [Appendix 1](#)) will need to be consulted prior to making any communications products such as publications, public information releases, advertising, promotional announcements, activities, speeches, lectures, interviews, ceremonies and websites. All such communications products originating from your project must acknowledge the GC's contribution by displaying the GC identifier with the public acknowledgement text along with the Canada wordmark.

### **Official Languages**

The [Official Languages Act](#) (Part VII) requires that the Government of Canada promote both official languages and enhance the vitality of Official Language Minority Communities ([OLMC](#)) across Canada. It is recognized that projects or organizations funded by Environment and Climate Change Canada through a grants and contributions program may:

- have an impact on OLMC; and/or
- provide potential opportunities to promote the use of both English and French; and/or
- make it possible to promote Canada's bilingual nature.

Applicants whose project may be delivered in a geographic area with OLMCs or which includes any public events, signage, promotional or other communications may need to consider official language requirements, for example:

- Offer materials produced with project funds (brochures, kits, handouts, newsletters, reports, etc.) in both official languages
- Have directional and educational signs produced in both official languages
- Offer workshop facilitation in both official languages

Any cost related to official language translation is an eligible cost under the program.

Applicants will be required to complete the [Official Language Questionnaire for Funding Applicants](#) (Section 7 of the Application Form) in order to assess the official language requirements that may apply to the project. Applicants should discuss any potential official language requirements and opportunities with their Regional Coordinator.

## **12. How Projects Are Reviewed**

As the demand for funding from the AFSAR SAR Stream regularly exceeds the funds available, there is no guarantee that your project will be funded. Every effort will be made to provide you with the earliest possible notice once a decision has been made. Applicants are strongly encouraged to work with their Regional Coordinators and submit an Expression of Interest (section 13) to ensure projects meet the national and regional priorities.





## General

Your proposal(s) will be reviewed by your region's AFSAR Program Regional Management Team using a range of criteria, including:

### Program objectives

- Eligibility requirements for i) applicants, ii) activities, iii) expenses, iv) matching funds, etc.; and
- Alignment with [regional priorities](#) for the region where the work is to take place;
- Alignment with the tiered approach to regional priorities for terrestrial projects; and
- Alignment with the program's national priorities for terrestrial and aquatic activities.

### Quality criteria

- Links to conservation activities identified in recovery strategies/action plans for endangered or threatened species, or management plans for species of special concern, where these documents exist;
- Coordination with other habitat conservation programs, for both recovery actions and cost-efficiency;
- Applicant's ability to plan, manage and complete projects successfully (e.g., description of the issues and solutions to be implemented);
- Appropriateness of budget and schedules; these must be realistic, given the time frame and objectives of the project;
- Clarity, conciseness and quality of the application;
- Other funding sources (matching contributions) and the respective amounts or demonstration of the applicant's ability to raise funds from non-federal sources;
- Implementation of evaluation and performance measures; and
- Other regional considerations.

### Proposal Evaluation Criteria

Eligible applications will be evaluated and prioritized using the following criteria:

- 60% for alignment with program objectives, including national and regional priorities; and
- 40% for criteria related to program and project administration criteria of the project proposal.

**Please note:** The ability of applicants to complete all reporting and administration requirements under the AFSAR Program will be considered during the evaluation. To this end project evaluators will consider past performance in meeting reporting and administration deadlines for all contribution agreements with ECCC. Inability to these reporting requirements may result in disqualification of an applicant for future funding

### A high-quality project is one that:

- Addresses and delivers stewardship directly related to the regional priorities. For terrestrial projects this includes focal landscapes, priority species, sectors and threats. For aquatic projects this includes existing regional priorities;
- Addresses national priorities;
- Integrates with and supports other existing stewardship programs;



- Implements high-priority stewardship activities listed in recovery strategies and action plans or other SAR management and conservation plans;
- Addresses the Critical Habitat of a regional priority species or in a regional priority area;
- Benefits multiple species, with targeted species being listed on Schedule 1 of SARA;
- Was developed with the involvement of the recovery expert(s) for the target SAR and/or with the understanding of recovery activities outlined in recovery documents;
- Has secured over 20% of the AFSAR funding amount (\$0.20 of additional funding for every \$1 of AFSAR funding received) from non-federal sources;
- Has a proposal presented in a clear and logical manner;
- Has a well-developed workplan;
- Has a plan to measure project results;
- Demonstrates a high degree of local and regional support from a variety of partners;
- Involves individuals and communities with local experience and knowledge, and/or supports capacity building to allow communities to respond to SARA initiatives by becoming involved in SAR recovery activities; and
- Has a high likelihood of success based on applicant experience and realistic deliverables.

## 13. To Apply

See [The Aboriginal Fund for Species at Risk: 2018–2019 Call for Proposals](#) for specific deadlines.

### Expression of Interest

Prior to submitting a complete proposal to the AFSAR SAR Stream, applicants are encouraged to submit an [Expression of Interest](#) (EOI), particularly for terrestrial projects to clarify the new tiered priority system. The EOI is not a mandatory requirement but will give you the opportunity to receive feedback on your proposal to verify that it is aligned with national and regional priorities and program expected results.

This process will improve the quality of the proposal but does **not** guarantee that the project will receive funding. Applicants are strongly encouraged to contact their AFSAR Regional Coordinator during the EOI phase. All EOIs must be submitted by the EOI deadline. Early submissions are encouraged!!

### Application Form

To apply to the AFSAR SAR Stream, **you must fill in the Application Form online at [www.recovery.gc.ca/AFSAR-FAEP/](http://www.recovery.gc.ca/AFSAR-FAEP/)**. Request login information from your AFSAR Regional Coordinator ([Appendix 1](#)). Please contact your AFSAR Regional Coordinator



to discuss other options for submission of your application if you lack Internet access, or if you would like a hard copy of the Application Form for reference.

Please note that extensions to the application deadline will not be granted due to personal considerations, minor technical malfunctions or other reasons. Applicants are encouraged to submit their applications early, as online systems can become slower as the deadline nears, due to a high volume of proponents accessing the system.

Due to Government of Canada policy, communication with applicants regarding proposal status during the project review and selection phase is prohibited until the final administrative approvals have been granted. All successful applicants will be notified as soon as funding decisions have been made, and negotiation of the Contribution Agreement will follow. Unsuccessful applicants will be notified after all funding decisions are finalized. The program is unable to reimburse applicants for any expenses incurred prior to the official notification.

### **Additional Information**

Please see the following websites for additional information that may be useful for your application:

- [Aboriginal Fund for Species at Risk](#)
- [List of Species at Risk listed on Schedule 1 of SARA](#)
- [List of Species at Risk recovery strategies and action plans](#)
- [SARA Permitting information](#)
- [Aquatic Species at Risk](#)

If you have any further questions, please contact us at [ec.faep-afsar.ec@canada.ca](mailto:ec.faep-afsar.ec@canada.ca) or contact your Regional Coordinator ([Appendix 1](#)). Please note that Regional Coordinators are only available to answer questions during regular business hours, local time



## Appendix 1: AFSAR Regional Coordinators

### Terrestrial Projects

AFSAR Regional Coordinators for general administration of projects and technical support on terrestrial species

<p><b><i>New Brunswick, Nova Scotia, Prince Edward Island, Newfoundland and Labrador</i></b> Paul MacDonald Environment and Climate Change Canada Canadian Wildlife Service P.O. Box 1116 Station C Happy Valley-Goose Bay, NL A0P 1C0 (709) 896-6166 <a href="mailto:Paul.MacDonald2@canada.ca">Paul.MacDonald2@canada.ca</a></p>	<p><b>Quebec</b> Jordan Drapeau Environment and Climate Change Canada Canadian Wildlife Service 801-1550 d'Estimauville Avenue Québec, QC G1J 0C3 (418) 648-7025 <a href="mailto:Jordan.Drapeau@canada.ca">Jordan.Drapeau@canada.ca</a></p>	<p><b>Ontario</b> Cheyenne Loon Environment and Climate Change Canada Canadian Wildlife Service 4905 Dufferin Street Downsview, ON M3H 5T4 (416) 739-4100 <a href="mailto:Cheyenne.Loon@canada.ca">Cheyenne.Loon@canada.ca</a></p>
<p><b><i>Alberta, Manitoba and Saskatchewan</i></b> Carmen Callihoo-Payne Environment and Climate Change Canada Canadian Wildlife Service Eastgate Offices 9250 – 49 Street Edmonton, AB T6B 1K5 (780) 951-8672 <a href="mailto:Carmen.Callihoo-Payne@canada.ca">Carmen.Callihoo-Payne@canada.ca</a></p>	<p><b>British Columbia</b> Kate Shapiro Environment and Climate Change Canada Canadian Wildlife Service 5421 Robertson Rd, RR1 Delta, BC V4K 3N2 (604) 664-9044 (Mon, Thrs) (604) 350-1952 (Tues, Wed) <a href="mailto:Kate.Shapiro@canada.ca">Kate.Shapiro@canada.ca</a></p>	<p><b>Yukon</b> Saleem Dar Environment et Climate Change Canada Canadian Wildlife Service 91782 Alaska Highway Whitehorse, YK Y1A 5B7 (867) 393-7976 <a href="mailto:Saleem.Dar@canada.ca">Saleem.Dar@canada.ca</a></p>
<p><b><i>Northwest Territories and Nunavut</i></b> Dawn Andrews Environment and Climate Change Canada Canadian Wildlife Service 5019 – 52nd Street P.O. Box 2310 Yellowknife, NT X1A 2P7 (867) 669-4767 <a href="mailto:Dawn.Andrews@canada.ca">Dawn.Andrews@canada.ca</a></p>		



### Aquatic Projects

AFSAR Regional Coordinators for general administration of projects and technical support on aquatic species

<p><b>Pacific</b>  Vivian Chow  Fisheries and Oceans Canada  200-401 Burrard St.  Vancouver, BC  V6C 3S4  (604) 666-4565  <a href="mailto:Vivian.Chow@dfo-mpo.gc.ca">Vivian.Chow@dfo-mpo.gc.ca</a></p>	<p><b>Central &amp; Arctic</b>  Melanie VanGerwen-Toyne  Fisheries and Oceans Canada  501 University Crescent  Winnipeg, MB  R3T 2N6  (204) 983-5137  <a href="mailto:Melanie.Toyne@dfo-mpo.gc.ca">Melanie.Toyne@dfo-mpo.gc.ca</a></p>	<p><b>Ontario</b>  Stephen Haayen  Fisheries and Oceans Canada  867 Lakeshore Road  Burlington, ON  L7S 1A1  (905) 336-4907  <a href="mailto:Stephen.Haayen@dfo-mpo.gc.ca">Stephen.Haayen@dfo-mpo.gc.ca</a></p>
<p><b>Quebec</b>  Kevin Wilkins  Fisheries and Oceans Canada  104 Dalhousie Street  Québec, QC  G1K 7Y7  (418) 648-7870  <a href="mailto:kevin.wilkins@dfo-mpo.gc.ca">kevin.wilkins@dfo-mpo.gc.ca</a></p>	<p><b>Gulf</b>  Julie LeBlanc  Fisheries and Oceans Canada  343 University Avenue  PO Box 5030  Moncton, NB  E1C 9B6  (506) 851-3611  <a href="mailto:julie.leblanc@dfo-mpo.gc.ca">julie.leblanc@dfo-mpo.gc.ca</a></p>	<p><b>Maritimes</b>  Liette Pineo  Fisheries and Oceans Canada  1 Challenger Drive  PO Box 1006  Dartmouth, NS  B2Y 4A2  (902) 293-1278  <a href="mailto:liette.pineo@dfo-mpo.gc.ca">liette.pineo@dfo-mpo.gc.ca</a></p>
<p><b>Newfoundland and Labrador</b>  Kimberley Penney  Fisheries and Oceans Canada  Northwest Atlantic Fisheries Centre 80 East White Hills  St John's, NL  A1C 5X1  (709) 772-5020  <a href="mailto:Kimberley.Penney@dfo-mpo.gc.ca">Kimberley.Penney@dfo-mpo.gc.ca</a></p>		



## Appendix 2: Official Language Questionnaire for Funding Applicants

Please respond to the questionnaire and provide your answers to your Regional Coordinator early in the application process to allow the assessment of your project's official language requirements. .

Q1. Is your **organization** international, national, provincial or territorial in scope?

YES  NO

Additional information:

Q2. Is the **project** international, national, provincial or territorial in scope?

YES, proceed to Q4  NO, proceed to Q3

Additional information:

Q3. Is the project delivered in a **geographic area** with official language **minority** communities?

I don't know : [Map](#).

YES, proceed to Q4  NO, proceed to Q9

Additional information:

Q4. Is the project's **target audience** composed of individuals or groups belonging to **both** official language communities?

YES, proceed to Q6  NO, proceed to Q5

Additional information:

Q5. Is the **target audience** composed of individuals or groups belonging **exclusively** to an official language minority community?

YES, proceed to Q6  NO, proceed to Q6

Additional information:

Q6. Do the project activities include any **public events, signage, promotional** or other **communication** activities?

YES, proceed to Q8  NO, proceed to Q7

Additional information:

Q7. Could the project activities **concern, impact** or **interest** official language **minority** communities in your area?

YES, proceed to Q8  NO, proceed to Q9

Additional information:

Q8. Please **consult** the official language **minority** communities within the project scope. Is there an **opportunity** for their **involvement**? Are they interested in participating?

YES  NO

Additional information:

Q9. Do you currently offer **activities** or **services in both official languages**?

YES, please complete the table on the following page  NO

Additional information:



**Appendix 2 – cont’d**

Which of the following activities or services do you currently offer in **both official languages**?

<b>COMMUNICATION</b>	100%	75%	50%	25%	0%	n/a		
Website and/or social media account(s)								
Materials (brochures, kits, handouts, newsletters, reports, etc.)								
Directional and educational signs								
Advertising in official language minority community (OLMC) media (newspapers, radio, social media)								
Offer workshop facilitation								
Send out invitations								
Include translation costs in your budget								
Have a bilingual project coordinator or other bilingual staff	<input type="checkbox"/>	Full-time	<input type="checkbox"/>	Part-time	<input type="checkbox"/>	Seasonal	<input type="checkbox"/>	n/a
Other communication activities (please specify):								
<b>ACTIVITIES AND OUTREACH</b>	100%	75%	50%	25%	0%	n/a		
Include one or more OLMCs in invitations to events								
Include members of one or more OLMCs as in-kind or cash partners in projects								
Include one or more OLMCs in project target groups								
Include costs associated with travel to OLMCs in your budget								
Provide a bilingual MC at events								
Other activities (please specify):								



### Appendix 3: AFSAR SAR Stream Regional Priorities

AFSAR Regional Priority - Terrestrial							
		Region					
		Atlantic	Quebec	Ontario	Prairies	Pacific	Northern
<b>Tier 1 Priorities: Focal Landscape</b>		Southwest Nova Scotia	St.Lawrence Lowlands	Long Point Walsingham Forest	Milk River Watershed (South of Divide) - Saskatchewan	Dry Interior  Southwest BC	No Focal landscapes identified in the Northern Region at this time
<b>Tier 2 Priorities: Overarching Priority Species, Sectors and Threat</b>		<p><b>Priority Species:</b></p> <ul style="list-style-type: none"> <li>- Woodland Caribou, Boreal population (<i>Rangifer tarandus caribou</i>)</li> <li>- Woodland Caribou, Southern Mountain population (<i>Rangifer tarandus caribou</i>)</li> <li>- Western Chorus Frog, Great Lakes/St-Lawrence-Canadian Shield population (<i>Pseudacris triseriata</i>)</li> <li>- Bats (<i>Myotis lucifugus</i>, <i>Perimyotis subflavus</i>, <i>Myotis septentrionalis</i>)</li> <li>- Wood Bison (<i>Bison bison athabasca</i>)</li> <li>- Sage Grouse (<i>Centrocercus urophasianus urophasianus</i>)</li> <li>- Monarch (<i>Danaus plexippus</i>)</li> </ul> <p><b>Priority sectors:</b></p> <ul style="list-style-type: none"> <li>o Forestry sector</li> <li>o Agriculture sector</li> <li>o Urban Development sector</li> </ul> <p><b>Priority Threat:</b> Invasive species</p>					
<b>Tier 3 Priorities: Existing Regional Priorities (area, species, threat)</b>	<b>Species</b>	<ul style="list-style-type: none"> <li>• Eastern Ribbonsnake</li> <li>• Wood turtle</li> <li>• Piping Plover (melodus subsp.)</li> </ul>	<ul style="list-style-type: none"> <li>• Various species of turtle in Quebec</li> </ul>	<ul style="list-style-type: none"> <li>• Acadian Flycatcher</li> <li>• Massasauga Rattlesnake</li> </ul>	N/A	<ul style="list-style-type: none"> <li>• Vancouver Island Marmot</li> </ul>	<ul style="list-style-type: none"> <li>• Other Caribou listed under Schedule 1 of SARA found in the Northern Region: Peary Caribou, Woodland Caribou (Northern Mountain pop.), and Barren-ground Caribou (Dolphin and Union Pop.)</li> </ul>





	<b>Area</b>	<ul style="list-style-type: none"> <li>• Coastal Beaches and Dunes</li> <li>• Saint John River Watershed</li> <li>• Boreal Forest (Labrador)</li> <li>• Coastal Barrens and Arctic Tundra (Labrador)</li> </ul>	<ul style="list-style-type: none"> <li>• Coastal area of the Lower North Shore</li> <li>• Maple and Yellow Birch stands from the Ottawa Valley and Abitibi-Témiscamingue</li> <li>• Spruce-moss stand from the boreal forest of Nord-du-Québec</li> <li>• St. Lawrence River Valley</li> </ul>	<ul style="list-style-type: none"> <li>• Bruce Peninsula</li> <li>• Huron Fringe</li> <li>• St. Clair Plains</li> <li>• Iroquois Plain</li> <li>• Norfolk Sand Plain</li> </ul>	<ul style="list-style-type: none"> <li>• Milk River Watershed (AB)</li> <li>• South Saskatchewan River Sub-basin (AB)</li> <li>• Tall Grass Prairie (MB)</li> </ul>	<ul style="list-style-type: none"> <li>• Ponderosa Pine biogeoclimatic zone (areas not already captured within Tier 1 Focal Landscapes)</li> <li>• Creston Valley</li> </ul>	<ul style="list-style-type: none"> <li>• Unglaciated areas of central and northern Yukon, as well as adjacent areas in southwest Yukon with unique lowland habitats (grassland, riparian, old forest, dune, or saline flats habitats under 1000m) that now harbour Beringian endemic or disjunct species.</li> </ul>
	<b>Threats</b>	N/A	<ul style="list-style-type: none"> <li>• Loss of habitat</li> <li>• Harvesting and collection</li> </ul>	N/A	<ul style="list-style-type: none"> <li>• Destruction or degradation of large patches of remaining native prairie</li> </ul>	<ul style="list-style-type: none"> <li>• Degradation of Critical and important Habitat caused by recreational activities</li> </ul>	<ul style="list-style-type: none"> <li>• Projects working to reduce or prevent habitat fragmentation, degradation, or loss</li> </ul>



## AFSAR Regional Priorities - Aquatic

Region	Species	Areas	Threats
<b>Atlantic</b>	<ul style="list-style-type: none"> <li>Mussels (Brook Floater and Yellow Lamp Mussel)</li> <li>Short-nosed Sturgeon</li> <li>Atlantic Salmon (Inner Bay of Fundy population)</li> <li>Lake Utopia Rainbow Smelts (LURS)</li> <li>Banded Killifish</li> </ul>	<ul style="list-style-type: none"> <li>n/a</li> </ul>	<ul style="list-style-type: none"> <li>Barriers to migration</li> <li>Fishery Interactions: Bycatch</li> <li>Fishery Interactions: Entanglement</li> <li>Habitat Alteration</li> <li>Invasive and introduced species</li> </ul>
<b>Quebec</b>	<ul style="list-style-type: none"> <li>Striped Bass (St. Lawrence River population)</li> <li>Eastern Sand Darter (Quebec population)</li> <li>Whales of the St. Lawrence (Blue whale, beluga and Right whale)</li> <li>Harbour Seal (Lacs des loups marins subspecies)</li> <li>Channel Darter</li> </ul>	<ul style="list-style-type: none"> <li>St. Lawrence Estuary and the Gulf of St. Lawrence (including tributaries used by anadromous and catadromous fish)</li> <li>St. Lawrence River watershed (river section) and Ottawa River watershed</li> </ul>	<ul style="list-style-type: none"> <li>Commercial and sport fishing by-catch and entanglement in fishing gear</li> <li>Habitat loss and degradation</li> <li>Disturbance, associated with shipping and small crafts</li> </ul>
<b>Ontario</b>	<ul style="list-style-type: none"> <li>Channel Darter</li> <li>Pugnose Shiner</li> <li>Eastern Sand Darter</li> <li>Bridle Shiner</li> <li>Grass Pickerel</li> </ul>	<ul style="list-style-type: none"> <li>Lake St. Clair Drainage Basin</li> <li>Grand River Watershed</li> </ul>	<ul style="list-style-type: none"> <li>Dams</li> <li>Nutrient, sediment and contaminant loading</li> </ul>
<b>Prairie</b>	<ul style="list-style-type: none"> <li>Bigmouth Buffalo</li> <li>Westslope Cutthroat Trout</li> <li>Mapleleaf Mussel</li> <li>Western Silvery Minnow</li> <li>Mountain Sucker (Milk River)</li> </ul>	<ul style="list-style-type: none"> <li>Milk River /St. Mary River Watershed</li> <li>North and South Saskatchewan River Basin</li> <li>South-western (eastern slope) Alberta</li> </ul>	<ul style="list-style-type: none"> <li>Overexploitation or hybridization of Westslope Cutthroat Trout</li> <li>Habitat loss or degradation</li> <li>Loss of indigenous knowledge specifically related to aquatic species utilization of important habitats (i.e. habitats used for haul-out, feeding, spawning, nursery, overwintering, migratory corridor)</li> </ul>
<b>Pacific</b>	<ul style="list-style-type: none"> <li>Northern Abalone</li> <li>Killer Whales</li> <li>White Sturgeon - designable units listed under the Species at Risk Act</li> <li>Large Whales (Blue, Fin and Sei Whales)</li> </ul>	<ul style="list-style-type: none"> <li>Fraser River Watershed</li> <li>Columbia River Watershed</li> </ul>	<ul style="list-style-type: none"> <li>Illegal harvest (direct/indirect)</li> <li>Invasive species</li> <li>Physical and acoustic disturbance resulting from vessel traffic</li> </ul>
<b>Northern</b>	<ul style="list-style-type: none"> <li>Bowhead Whale (Bering-Chukchi-Beaufort)</li> <li>Beluga (Cumberland Sound)</li> </ul>	<ul style="list-style-type: none"> <li>Areas of importance for marine mammals (i.e. areas used for haul-out, feeding, spawning, nursery, overwintering,</li> </ul>	<ul style="list-style-type: none"> <li>Habitat loss or degradation</li> <li>Hit and loss of marine mammals</li> <li>Loss of indigenous knowledge specifically</li> </ul>



	<ul style="list-style-type: none"><li>Dolly Varden (Western Arctic)</li></ul>	migratory corridor)	related to aquatic species utilization of important habitats (i.e. habitats used for haul-out, feeding, spawning, nursery, overwintering, migratory corridor)
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