

PROGRAM GUIDE

This guide identifies the types of projects that are eligible and gives you important information on how to complete the online application form.

WHAT ARE LAND ACQUISITION GRANTS?

The Trust's Land Acquisition Grants support local governments, First Nations communities and non-profit organizations to acquire property for public purposes.

The program recognizes that **land acquisition** (acquisition) may include the purchase of land, buildings and/or land-based infrastructure.

WHO CAN APPLY?

Local governments, First Nations communities and registered non-profit organizations are eligible to apply.

Individuals, unregistered organizations, and private businesses are not eligible.

WHAT TYPES OF ACQUISITIONS ARE ELIGIBLE?

The program only supports acquisitions within the Columbia Basin Trust region (ourtrust.org/map).

Applications must demonstrate that the:

- a. acquisition will provide broad public benefit over the long-term;
- b. the applicant has a long history of successful program delivery, stable long-term funding and the capacity to manage a capital project; and
- c. the applicant has organizational capacity for long-term asset management.

Examples of eligible acquisitions that provide a public benefit to people in the Basin include but are not limited to:

- a. providing public access to and enabling pursuit of recreational opportunities;
- b. creating a space to facilitate program delivery;
- c. addressing other identified community priorities; and/or
- d. addressing one or more of the Trust's [Focus Areas](#).

WHAT TYPES OF ACQUISITIONS ARE INELIGIBLE?

Ineligible acquisitions are those that:

- a. do not have a primary focus on contributing to broader community well-being;
- b. are for the benefit of the applicant or solely the members of a membership-based organization;
- c. are related to the establishment or exploration of a land trust;
- d. are eligible for one of the Trust's other programs, including, but not limited to the [Affordable Housing Initiative](#); or

- e. will undertake activities of political parties, advocacy or lobby groups or of organizations that are exclusive or discriminative in nature.

The Trust retains the discretion to determine individual project eligibility.

WHAT TYPES OF COSTS ARE ELIGIBLE?

Eligible costs include:

- a. the purchase cost of the acquisition;
- b. legal fees associated with the acquisition; and
- c. reasonable improvement costs to make the acquisition more suitable for its intended long-term purpose.

WHAT TYPE OF COSTS ARE INELIGIBLE?

Ineligible projects costs include but are not limited to:

- a. those that occur before the project has been approved by the Trust.

HOW MUCH WILL THE TRUST FUND?

The Trust will support up to 60 per cent of any individual acquisition up to a maximum contribution of \$750,000 per project.

- a. Priority is given to projects with confirmed cash contributions from the applicant organization and/or other funders.
- b. Projects that demonstrate fundraising efforts have been made are more likely to receive funding.

The Trust will strive to distribute funds equitably across communities, organizations, and project types. If you are requesting a large amount of funding, your project must demonstrate significant community benefit, community-wide support or partnerships, and substantial confirmed funding contributions from other sources.

HOW DOES THE TRUST SELECT ACQUISITIONS FOR FUNDING?

The Trust will consider the following factors:

- a. land or property valuation;
- b. the financial need for the funding requested;
- c. the necessary approvals, permits, permissions and/or insurance are in process or in place to deliver the project;
- d. measures to ensure the land or property is used for the intended public purpose(s) over the long-term;
- e. land or property management and maintenance plan; and
- f. capacity of the applicant to manage and maintain the land or property over the long-term, for the benefit of Basin residents, without further Trust support. This may require supplying financial statements and cash flow projections.

When reviewing applications, the Trust may consider whether the acquisition:

- demonstrates that it will benefit Basin communities;
- demonstrates community support, indicated by activities like partnerships and community funding contributions;

- is substantially ready to be implemented if Trust funds are approved;
- is similar to projects proposed or recently completed projects in the same community that duplicate the proposed acquisition being applied for; and
- is consistent with the Trust achieving appropriate equity in the distribution of its funds and selected projects.

WHEN IS THE APPLICATION DEADLINE?

Applications are accepted on an ongoing basis. The program will close when available funds have been committed.

WHEN WILL I HEAR THE RESULTS?

Applications will be reviewed as they are received. While the Trust understands that some acquisitions are time sensitive, the Trust has a responsibility to ensure due diligence is performed for each application.

The Trust will contact you by email within eight weeks of submission, notifying you whether your application will be considered or if it is ineligible.

If the application will be considered, the Trust will contact you to:

- a. discuss the application in detail;
- b. request any further information the Trust needs to evaluate the project;
- c. inform you of any conditions that may need to be addressed for the Trust to approve funding; and/or
- d. discuss potential funding levels for the project.

After the review process above, we will communicate a funding decision.

If approved, a Contribution Agreement will be established between the applicant and the Trust.

WHEN CAN MY PROJECT START?

Projects can start after you receive funding approval from the Trust. Grant money can only be put toward approved project expenses that occur after you receive funding confirmation.

WHAT ELSE DO I HAVE TO KEEP IN MIND?

The program will primarily support acquisitions through fee simple purchases. Contractual measures will be used by the Trust to ensure acquired lands are used for the proposed public purposes over the long term. In some cases, additional legal instruments, such as land title encumbrances, may be used.

Even if a project meets the eligibility criteria it may not be selected for funding as the Trust may receive requests for more funding than what is available.

The Trust retains the discretion to determine project eligibility and the amount of funding it may allocate to each project and to offer part or all of the Trust portion of the funding request.

All funds provided must be used for the purposes identified in the approved application.

HOW DO I APPLY?

Contact the Trust to inquire about your project at landgrants@ourtrust.org.

or

Submit a project inquiry online: ourtrust.org/landinquiry.

Selected projects will be invited to apply and sent a link to the online application form.

Allow for eight weeks between the time of application and the proposed start date of the project.