

Indigenous Partnerships for Species at Risk

Applicant Guide
2026-2027



Environment and
Climate Change Canada

Environnement et
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Canada

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Overview

In this applicant guide, you will find:

- general information about the IPSAR funding opportunity
- information on how to complete the application form for IPSAR funding
- information on how to apply using the Grants and Contributions Enterprise Management System (GCEMS)

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Applicant eligibility

All Indigenous communities and organizations located in Canada are eligible for funding, including:

- Indigenous not-for-profit and for-profit organizations
- territorially-based Indigenous groups
- chiefs' councils, district councils, and tribal councils
- traditionally appointed advisory committees
- Indigenous corporations, partnerships, and groups
- Indigenous research, academic, and educational institutions
- Indigenous cultural education centres
- Indigenous land/resource management authorities
- Indigenous co-operatives
- Indigenous societies, boards, and commissions
- other organizations (Indigenous and non-Indigenous) if mandated by one of the above eligible recipients

Project eligibility

Eligible lands

Projects must take place on:

- reserves and lands set aside for the use and benefit of Indigenous peoples under the *Indian Act* or under section 91 (24) of the *Constitution Act of 1867*
- other lands directly controlled by Indigenous peoples (e.g. Métis Settlement lands, and land claim/treaty settlement lands)
- lands where traditional food, social, and ceremonial activities (harvesting or other) are conducted by Indigenous peoples

Eligible species

Projects must support and promote the conservation, protection, and recovery of target species and their habitats on Indigenous lands or lands where traditional food, social, and ceremonial activities are conducted by Indigenous peoples. To be eligible for IPSAR funding, target species include:

- Species At Risk Act (SARA) Schedule 1 species as listed in the [SARA Public Registry](#) (except those listed as extirpated)
- COSEWIC species assessed by the [Committee on the Status of Endangered Wildlife in Canada](#) (COSEWIC) as endangered, threatened, or of special concern but have not been listed on Schedule 1 of SARA

Additionally, IPSAR projects that target at least one species from the above categories may also include proposed actions that proactively prevent species, other than species at risk, from becoming a conservation concern.

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 SARA Public Registry. To search for COSEWIC assessed species and to obtain their respective status reports please visit the COSEWIC website.

Eligible activities

The following activity categories are eligible for funding under IPSAR. Those applicable to your project should be clearly identified and explained within your application. The examples listed for each activity category below are options only and do not represent the full scope of possibilities. Activities that do not fall under these categories

are subject to approval by Environment and Climate Change Canada (ECCC). Please discuss potential project activities other than those listed below with a Regional IPSAR Coordinator.

- **habitat protection and securement** through purchase, donation, or other securement means
- **habitat improvement** by enhancing or restoring habitat and/or changing land/water management or land/water use practices of target species
- **species management** with direct intervention for target species under immediate threat from human activity or proactive/preventative activities
- **conservation planning** and developing local SAR conservation strategies, land use guidelines/best practices, and planning stewardship programs including engagement strategies for target audiences.
- **surveys, inventories and monitoring** including identifying potential sites for habitat restoration or assessing the presence of a target species and its habitat
- Assess the social and biological results and effectiveness of conservation activities by conducting **project or program results evaluation**
- **document and use of Indigenous knowledge**; developing strategies, procedures, and/or protocols for community-led documentation, management, and use of Indigenous knowledge
- **outreach and communications** to appropriate audiences about conservation needs and specific actions to protect target species and promote stewardship to improve attitudes and change behaviours
- **education and training** to enhance knowledge, skills, and information exchange for practitioners, stakeholders, and other relevant individuals

Ineligible projects and activities include:

- activities that are not closely linked to prescribed recovery actions in completed recovery strategies, action plans, or management plans when available for SARA-listed species and/or wildlife/conservation plans for COSEWIC-assessed species not listed on SARA.
- creation of promotional merchandise (such as hats or mugs)
- scientific research activities, captive breeding, captive rearing, extirpated species reintroductions, and the development of recovery strategies or action plans, including the identification of Critical Habitat as required under SARA. However, IPSAR-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.

Please note, this is not a comprehensive list. If you are unsure about any of the examples listed above or the eligibility of your project and activities, please contact the IPSAR office for assistance in your region.

Other considerations

Impact Assessment Act, 2019

[Contact us](#) or your Regional IPSAR Coordinator, to determine if the environmental effects of a project may be required under the Impact Assessment Act, 2019.

Official languages

The [Official Languages Act \(Part VII\)](#) requires the Government of Canada to 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 ECCC through a contributions program may have an impact on OLMC; and/or

may provide potential opportunities to promote the use of both English and French; and/or may 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 in order to assess the official language requirements that may apply to the project. Applicants should [contact IPSAR](#) to discuss any potential official language requirements and opportunities or speak with their Regional IPSAR Coordinator.

Consolidating small projects

Applicants are encouraged to consolidate multiple applications for small projects for the same target species or related objectives into a single, large application that outlines the different priority activities.

Multi-year projects

Multi-year projects are encouraged because they consider longer-term conservation outcomes, and once approved, offer assurance of funding from one year to the next provided the applicants meet all terms, conditions, and other obligations in the Contribution Agreement. New projects may extend 1 to 3 years. Previously approved projects may request additional funds for up to an additional five (5) years, to a maximum 10-year project total.

Regional administration of projects

Applicants whose project crosses regional boundaries should identify a primary region based on where the majority of activities will take place. It is strongly recommended that applicants with projects crossing over regional boundaries discuss their project with the primary region's coordinator early in the application process.

Available funding and matching contributions

The amount of funding per project varies depending on project activities. Project funding usually ranges from \$10,000 to \$50,000 per project, per year. New projects may request funding for 1 to 3 years. Previously approved projects may request additional funds for up to an additional 5 years, to a maximum 10-year project length.

Project start dates - applicants are strongly encouraged to consider the potential impact of timing of funding decisions on proposed project activities and budgets. Funding decisions may not be made prior to the project start date proposed by an applicant.

Matching contribution requirements

The IPSAR program has a matching contribution requirement of a minimum of 0.20:1 from non-federal sources matching in-kind or cash contributions (\$0.20 confirmed match for \$1 IPSAR funding). Non-Indigenous applicants are required to obtain a minimum of 1:1 from non-federal sources matching in-kind or cash contributions (\$1 confirmed match for \$1 IPSAR funding). Matching contribution requirements also applies to non-Indigenous applicants applying on behalf of an Indigenous group.

The program's requirement for matching funds is based on the ability of the applicant to obtain funds over the entire duration 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 IPSAR fund amount in any given year, as long as the 20% is met by the project's completion. In-kind costs should be associated only with the portion used in the project, not, for example,

the total cost of the materials and supplies. For specifics on the eligibility of and limitations on in-kind resources, please contact a Regional IPSAR Coordinator.

Eligible match sources include band contributions, provincial agencies, non-governmental organizations, private landowners, the private sector, and the applicant., are all eligible.

Matching funds can take the form of either financial or in-kind resources (example: equipment loans, donations of building materials and volunteer labour).

Contributions from other federal funding programs (e.g., EcoAction, Habitat Stewardship Program [HSP]) and federal funds administered by third-party non-governmental organizations) are not eligible as match. If you have questions or are unsure which federal funding program is best suited to your project, please contact your Regional Coordinator for assistance.

Note Re: 'Anticipated Funding' - All proposed contributions must be listed in the application. If the IPSAR application is successful, all confirmed contributions must be identified in the Contribution Agreement signed with ECCC. If the applicant is not sure where the funding will come from precisely at the time of application, they can specify at the time of application "Anticipated funding from other project funders."

Application deadline

The deadline for submitting a funding application using the Grants and Contributions Enterprise Management System (GCEMS) portal is **November 13, 2025, 14:00:00 Eastern Time.**

Application extensions

To provide equal treatment to all applicants, extensions are not granted. Should you experience significant issues with submitting your application, please contact [SGESC-GCEMS](#) for support or the [IPSAR National email](#) before the call closes. To avoid problems, applicants are encouraged to submit their applications early, as online systems can become slower as the deadline nears, due to a high volume of applicants accessing the system.

Application steps in the Grants and Contributions Enterprise Management System (GCEMS)

Step 1: Create a GCEMS account

Create a new account and log into [GCEMS](#) using your GCKey to access the application. You can create a new GCKey if you have not applied to IPSAR before by following the onscreen prompts.

Note: A GCEMS account can be created at any time including before the funding opportunity is opened. Making an account early will help save time when applying for funding.

For technical issues related to website functionality and access (e.g., GCKey and SWIM), GCEMS technical support can be reached at sgesc-gcems@ec.gc.ca.

Note: GCEMS technical support staff are quick to respond for assistance and/or please contact paep-ipsar@ec.gc.ca if you would prefer to apply in a different format.

Step 2: Prepare your funding application using GCEMS

Develop your IPSAR funding proposal using the [GCEMS online portal](#) and visit the [GCEMS application instructions page](#) for technical assistance documents, tutorials, and support throughout your application preparation. When contacting ECCC about a proposal, always reference the GCEMS Project ID number associated with the application.

The GCEMS web application will automatically log applicants out after 20 minutes of inactivity, you are strongly advised to save your draft proposal in GCEMS frequently or to copy and paste content from an external document to avoid losing your work.

Step 3: Submit your application

Your application must be submitted in GCEMS before the stated deadline: **14:00:00 Eastern Time on November 13, 2025**. Once you have submitted your proposal, you will receive an email from GCEMS acknowledging the receipt of your submission. If you do not receive a confirmation, please contact sgesc-gcems@ec.gc.ca.

Following the project review phase, you will receive notification on the funding decision of your proposal.

When contacting ECCC about a proposal, always reference the GCEMS Project ID number associated with the application.

How projects are chosen for funding

Requests for funding from IPSAR regularly exceeds available funds. There is no guarantee that a project will be funded. Every effort is made to provide applicants with the earliest possible notice once a decision has been reached. Applicants are encouraged to work with their Regional IPSAR Coordinators to ensure projects meet the program objectives.

Selection criteria

Project applications are chosen based on the extent to which they:

- support and promote conservation, protection, and recovery of species at risk and their habitats on Indigenous lands or lands where traditional food, social, and ceremonial activities are conducted by Indigenous peoples
- support the engagement and leadership of Indigenous peoples in the conservation and recovery of species at risk, their habitats and SARA processes
- meet the eligibility requirements for recipients, locations, projects, and activities

Evaluation criteria

Eligible applications are evaluated and prioritized using the following criteria:

- 60% for alignment with the selection criteria above
- 40% for technical merit of the application, including (not limited to) overall quality of the application, feasibility of the project and consideration of past performance

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

What makes a quality project?

Alignment with selection criteria (60%) means:

- **SARA Schedule 1 or COSEWIC Species** - Project activities are linked to conservation actions identified in recovery strategies/action plans for species listed on Schedule 1 of the SARA registry as endangered or threatened species, or management plans for species of special concern, where these documents exist
- **Multiple Species Benefit** - Projects that benefit multiple species and focus on ecosystem-based recovery approach
- **Indigenous Knowledge** - Includes the consideration of Indigenous knowledge (IK) for application in SARA processes and the planning and implementation of national recovery documents

- **Habitat Conservation Programs** - Involves coordination with other habitat conservation programs, for both recovery actions, conservation actions, and cost-efficiency
- **Multiple Partners** - Involves collaboration among multiple partners with priority given to projects that develop relationships with confirmed partners in support of conservation efforts
- **High-priority Stewardship Activities** - Implements high-priority stewardship activities listed in recovery strategies and action plans or other species management and conservation plans
- **Critical Habitat** – Contributes to threat reduction, habitat improvement, protection, or securement of critical habitat as defined in recovery strategy or management plan of SARA-listed species
- **Local Knowledge and Experience** - Involves individuals and communities with local experience and knowledge, and/or supports capacity building to allow communities to respond to species conservation
- **Local & Regional Support** - Demonstrates a high degree of local and regional support from a variety of partners
- **Culturally Significant Species** - Supports the enhancement of wildlife that are of cultural and/or socio-economic importance to local communities
- **Mitigate Threats of Climate Change** - Project involves actions that reduce threats of climate change to species at risk
- **Global Biodiversity Framework (GBF)** – Aligns with one or more targets from the Global Biodiversity Framework

Technical merit of the application (40%) means:

- **Project Planning** - Applicant's ability to plan, manage and complete projects successfully
- **Budgets & Schedules** - Realistic budgets and schedules within appropriate time frame and suitable for the objectives of the project
- **Quality Application** - Application is presented in a clear, concise, and logical manner
- **Well-Developed Work Plan** - Work plan that clearly identifies specific activities for specific species with expected results and/or outcomes of the project
- **Funding Sources** - Other funding sources (matching contributions) and demonstrates the applicant's ability to raise funds from non-federal sources
- **Project Result Measures** - Implementation of evaluation and performance measures of project results
- **Experience & Deliverables** - Has high likelihood of success based on applicant experience and realistic deliverables

Evaluation process

Applications are evaluated by regional IPSAR coordinator(s) to confirm eligibility requirements are met. Eligible applications are then prioritized for funding based on alignment with program objectives and program/project administration criteria. ECCC will aim to make IPSAR funding decisions available by spring 2026.

Completing an online application

The IPSAR Applicant Guide is not a technical guide for navigating GCEMS but rather provides IPSAR program-specific information to ensure project proposals meet the program eligibility. For questions about GCEMS, please contact: sgesc-gcems@ec.gc.ca.

Funding opportunity information section

This section gives a brief description of the funding opportunity and includes the funding opportunity deadline and the Project ID. It is important to note both the deadline and the Project ID number for future reference.

Example:

Funding opportunity deadline 2025-11-13

Project id 10657

Applicant Information

Applicant information is a summary of the organization and contact information that auto-populates various modules of your GCEMS application. Please complete all applicable questions.

Project information

The project information section is an overview of the project your organization is requesting funding for. It includes the title, location, objectives, description, team experience, delivery experience, contractors, and capital assets for the project. Provide clear simple descriptions and do not use acronyms. Please complete all applicable questions.

Project title

A short, descriptive title to identify your project.

Project start date/end date

When do the activities need to be carried out to achieve the project objective(s)? Project dates must fall within the ECCC fiscal year from April 1 to March 31. When determining the proposed project start date, allow additional time for review following the funding application deadline.

Project location(s)

Provide the location of project activities. Latitude and longitude coordinates are mandatory. They must be formatted using decimal degrees. Example: Latitude 50.777794 / Longitude -85.711140. If your project has multiple activity sites or is national in scope, note this in your application in the 'Project summary' field and provide the coordinates for your organization's head office or primary office location.

Project objectives

Clearly state the specific objective(s) or goals of your project and describe how they match the funding opportunity's objective(s).

Funding opportunity objectives are:

- support and promote the conservation, protection and recovery of target species and their habitats on Indigenous lands or lands where traditional food, social, and ceremonial activities are carried out by Indigenous peoples
- support the engagement and leadership of Indigenous peoples in the conservation and recovery of species at risk, their habitats and SARA processes

Project summary

Provide a brief summary of your project by briefly explaining what your project involves from start to end. Clearly explain the actions aimed at conservation issues or threats and why they are important to achieve. Provide baseline data if available and include details on how your project will help resolve the issue(s). Please include details on other organizations or individuals outside of your organization that you expect to be involved in the project and any relevant information such as the project land area or size, nearby watercourses, restricted accesses, permits and/or licenses required, or any other details that will help evaluate the project. Be sure to spell out acronyms and be aware the reader may not have reviewed the project objectives or read the full application.

Project team experience

Describe any relevant qualifications and experiences of your project team members that demonstrate the organization's experience and ability to carry out the proposed project. This may involve specifying other sources of funding for your project in the budget module, such as letters of support indicating the contribution of partner organizations in the form of in-kind support. It could also include a summary of previous successful projects demonstrating your organization's experience in managing a project budget of similar size and scope.

Project delivery experience

This section of the application asks questions about the project delivery including the financial capacity, project management experience, and expertise used to manage the project. Please complete all questions. Examples include the ability to track finances; effectively plan, execute and monitor projects, including defining objectives, schedules and allocating resources; etc.

Contractors

Will third party entities/contractors provide you with the goods or services you need to conduct your project?

- Contracts valued at \$25,000 or more are part of the planned expenditure.
- Contracts with companies or individuals legally associated with the applicant organization are part of the planned expenditure.
- Contracts with external service providers to manage all or part of the project activities on behalf of the applicant organization are part of the planned expenditure.

Explain with whom contracts will be entered and what services will be provided.

Capital assets

Capital Assets are defined as those tangible assets costing more than \$10,000 with a useful life of more than one year. Any assets acquired that cost less than \$10,000, may be included under "Material and Supplies Costs" if appropriate.

Indigenous Partnerships for Species at Risk – 2026-2027

This section is specific to the Indigenous Partnerships for Species at Risk funding opportunity for 2026-2027.

Project Type and Primary Region

Please complete all applicable questions.

Target Species

In this section of the application identify the listed species (SARA or COSEWIC) that the project activities are focused on. If the focus species has a recovery strategy or management plan, describe how the project activities align with or match the recovery actions listed in the recovery strategy. If the species has cultural significance, please provide a brief description of the importance of this species to Indigenous peoples.

Benefitting Species

Add any other species that may benefit from the activities of this project. The first cell can be used for a single species taken from the SARA or COSEWIC registry by typing the first part of the species name and choosing from the dropdown. Additional species including those not found on the SARA or COSEWIC registries can be added in the second cell by typing the species and using a comma between species. In the third cell, briefly explain how the species will benefit from the activities of the project.

Critical Habitat

Critical habitat is habitat necessary for the survival or recovery of a listed species, as **identified in its recovery strategy or action plan**. Only SARA-listed endangered or threatened species can have identified or proposed critical habitat.

This section is mandatory to identify if the project activities are being held on critical habitat or not and to provide a description of the habitat.

Important habitats for other species could be described in management plans or in established wildlife or habitat conservation plans. Refer to the [Species at Risk Public registry](#) and the [Critical Habitat for Species at Risk National Dataset](#) for more information.

Please briefly describe how your project will address the Critical Habitat of the SARA-listed Targeted species.

Please also include a short description of how you plan to verify and measure the positive impact your project will have on Critical Habitat.

Land Type

Choose one of the three options for land type and provide details on where the project activities will take place. If the habitat type has been described in the Critical Habitat section, you can use the same description for these questions.

Ecosystem-based Recovery Initiatives

Ecosystem-based recovery is a holistic, biodiversity-centered approach that restores the structure, function, and resilience of ecosystems by addressing the interconnected needs of species, habitats, and ecological processes.

Example: Restoring oak-savanna habitat through prescribed burns benefits Red-headed Woodpeckers by maintaining open woodland structure. These burns also support nutrient cycling and native plant regeneration, benefiting aerial insectivores, pollinators, and other species.

If your project uses an ecosystem-based recovery approach, briefly outline how the project activities will support an ecosystem function, resilience, and multiple species recovery – including through Indigenous knowledge and stewardship practices where applicable.

Collaboration among Multiple Partners

Does this project involve collaboration among multiple partners? Collaboration may include those actively involved in undertaking project activities and those solely providing financial or in-kind support. A meaningful partnership is one in which an individual or organization actively contributes expertise or capacity that is essential to the successful delivery of conservation outcomes, enhancing the project's overall effectiveness and long-term sustainability. Examples include: 'Species at risk experts will provide scientific guidance on habitat needs, monitoring protocols, and recovery strategies.' Or 'Indigenous communities, organizations, or knowledge holders will provide traditional ecological knowledge, co-develop stewardship plans, and may lead or co-lead project components.'

Addressing Climate Change

If your project activities will help to mitigate or reduce the effects of climate change, choose from one of the examples provided and provide an explanation. If you select "other", also describe the mechanism by which your project will reduce the impacts of climate change on your target species.

Addressing Priority Sectors and/or Threats

Does your project address a priority sector and/or threat? If you answer yes to this question, please check all options that apply and explain how your project addresses them. If applicable, briefly outline how the project activities will address the priority sectors and/or threats.

Work Plan

Add Activity

Add the activities for each fiscal year of the project.

Fiscal Year

Start by choosing the fiscal year for the specific activity.

Activity Category

Choose the appropriate activity category from the options below:

- habitat protection and securement
- habitat improvement
- species management
- conservation planning
- surveys, inventories and monitoring
- project or program results evaluation
- document and use of Indigenous knowledge
- outreach and communications
- education and training

Activity Description

Provide a brief description for each of the activity categories that support 'what, why, where, by whom, and how' for each activity. Please pay particular attention to the Activity Description, as reviewers will evaluate it and if your project is approved, will form the basis of your contribution agreement and associated reporting templates. Only describe activity types relevant to your project. For outreach activities, applicants need to describe in detail how each outreach activity will lead to implementing on-the-ground species recovery and include a plan for measuring the implementation, either within the timeframe of the project, or within a defined period afterward.

Add the target species that will be addressed by the activity selected.

Only the species that were listed previously under the target species drop-down could be added here. Multiple species can be added separated by commas. For species with proposed or final Recovery Strategies, Action Plans or Management Plans, activities must be closely linked to prescribed recovery actions in those documents.

Start and end date of the activity

Indicate the start and end dates for the activity. The time frame of your activity should take place within the federal government fiscal year you have selected (April 1 - March 31).

Amount in dollars (\$) of total budget

Please provide the estimated cost of this project's activity out of the total project budget for that fiscal year. This amount should include IPSAR funds and matching contribution. The total for all activities should equal 100% of the funding in each fiscal year.

Amount in dollars (\$) of IPSAR funding requested

Please provide the estimated cost of this project's activity out of the total IPSAR contribution the project will require for that fiscal year. This amount should only be from the IPSAR contribution and will be used to identify the project activities funded by IPSAR. The total should equal 100% of the funding in each fiscal year.

Is the activity identified as a priority activity in an established/published recovery document or in a conservation document? If yes, please indicate the following:

- if the activity is identified in a recovery document or in a conservation plan and provide with the following information: the name of the plan; a brief description of the plan; a detailed description of how the proposed activity will deliver on the objectives outlined in the plan
- the specific threat(s) reduced by the activity
- what does the recovery document recommend to address this threat

Expected Results

Please describe the specific measurable results anticipated for this activity. If your proposed project is funded, you will be required to report on measurable activity results annually. Explain how the results identified will be measured. Please review popup examples for each of the activity categories.

Example: Surveys, Inventories, and Monitoring – 4 Field Surveys & number of species counted. / This year we will perform four (4) spring field surveys to count the number of breeding female caribou in the main calving areas on Indigenous lands. This information will be used to create a conservation plan to determine measures needed to increase caribou populations. This activity will be measured by the number of surveys and the number of breeding females counted.



Click on the question mark symbol to see the list of examples for the measurable results as per below.

Measurable results examples for each of the activity categories:

- habitat protection and securement – Number of hectares protected
- habitat improvement – Number of hectares or shoreline improved
- species management – Type of species management and number of species to benefit
- conservation planning – Type of plan (area, species, theme, or operational), new or updated
- surveys, inventories, and monitoring – Type and quantity
- project evaluation – Type of evaluation and/or reporting method
- outreach and communications – Type of outreach (social media, events, etc.), number of people engaged
- education and training – Type of training (in-person, hands-on, etc.), number of people trained
- documentation and use of Indigenous knowledge (IK) – Method used (interviews, surveys, etc.), number of people engaged

Indigenous Knowledge Application in SARA Processes

Do project activities include the use or documentation of Indigenous knowledge (IK)?

If you answered yes to the above question, please provide the following information:

1. Please detail what IK is expected to be documented, and the methodology for obtaining the IK
2. How might this IK contribute to the conservation and protection of the target species and/or management of threats
3. Please comment on the community's interest in sharing any IK generated by this project for the purposes of species assessments and the planning and implementation of recovery documents

Permitting

Applicants are responsible for obtaining the necessary permits for the proposed project from relevant federal and/or provincial authorities (including those required under the Species at Risk Act, the Migratory Birds Convention Act, 1994, and any other provincial or territorial wildlife acts that may apply) wherever the project triggers the need for a permit (for example, it could impact the species). You must verify with ECCC or the Parks Canada Agency whether you require a SARA permit or other permits prior to undertaking your project.

Note: Permits take time to arrange. It is recommended to obtain permits several months before the project start date to reduce delays once a funding announcement is made (see the SARA Registry). If your project requires a permit, please add each type of permit in the box below using 'Add permitting' and include the issuing authority and the status (e.g. application submitted, obtained, not started).

Potential Project Risks

Please identify and explain any potential risks to the project implementation and explain how you will mitigate these risks. Examples of potential risks can include internal or external factors such as weather, lack of resources, time constraints, or other challenges.

Project budget

This section is used to enter the requested funding for Indigenous Partnerships for Species at Risk, as well as report on other contributors and estimated expenditures for your project. Complete all three (3) steps.

1: Enter contributors

2: Enter expenditures

3: Review and edit contributors and expenditures

Step 1: Enter contributor(s)

In this section you will enter the requested funding from IPSAR and all other contributors to the project. A Contributor is an organization or individual that provides financial or in-kind support to the project. In-kind support means items or services donated that would have to be purchased otherwise such as technical advice, equipment, facility use, etc.

Requested funding (from IPSAR)

In the first section add the funding contribution requested from Environment and Climate Change Canada (ECCC) from Indigenous Partnerships for Species at Risk (IPSAR).

- New Projects – enter requested funding in Year 1 to Year 3 in the **Cash column**
- Additional Funding – on-going projects that are requesting additional funding may enter requested funding in Year 1 to Year 5 as applicable for the project in the **Cash column**

Note: IPSAR does not provide in-kind support.

Contributors for project

In this section, enter all contributors to the project other than the funding from IPSAR. This includes contributions from your organization or any other supporter to the project in cash or in-kind support. Add the contributor name and then choose the 'Contributor type' from the dropdown list. 'Other' optional contributor types include support from other federal government departments, provincial governments, municipal governments, Indigenous organizations, or others. Choose 'yes', from the dropdown list if the funding from the contributor is confirmed.

Note: the table at the bottom of the page will add the funding into a table. The IPSAR funding can be edited in the Requested funding section. The Contributor funding can be edited by clicking the Edit button in that section.

Step 2: Enter expenditures

In this section, please enter the estimated project expenditures. The total expenditures must equal the total amount of funding from all contributors.

Note: there is no "Save" button for this section. If the funding and expenditures match in the third step (Review and edit), the "Project budget" will automatically save and you can click "Next" to go the next section of the application.

Add Expenditure(s)

Add the expenditure items for each fiscal year of your project. Please refer to the eligible expense types below. Provide a brief description of the cost and which activity it will be associated with.

Example:

Expenditure type

Communications and printing, production and distribution expenditures

Expenditure description

This expenditure is for printing informational brochures, creating social media posts, and distributing a newsletter to promote our project in the community. The in-kind support is provided by our organization for creating the newsletter.

Eligible expenditure types

Costs related to the following types of expenses are eligible under the IPSAR program:

- communications and printing, production and distribution expenditures
- contractors engaged to undertake project activities subject to regional and national limits
- costs associated with an Indigenous participation or ceremony
- costs associated with eligible land securement initiatives and projects
- equipment rentals, including lease, repair, operating, upgrades, and/or maintenance costs
- expenditures for preparing an independent financial report for projects over \$100,000 that may be required to submit an independently-verified financial report at the end of the project
- further disbursement of ECCC funding to final recipient where a recipient distributes funds to third parties by means of their own competitive contribution-type program and agreements. Please contact a Regional IPSAR Coordinator for more information
- hospitality costs for meetings and events
- lease of office space
- management and professional service expenditures
- materials and supplies, including office supplies or equipment purchases under \$10,000
- monetary honoraria offered to Indigenous Elders and/or Knowledge Keepers related to specific participation activities
- overhead and administrative costs directly related to the project up to a maximum of 10% of the IPSAR contribution
- purchase of capital assets or tangible asset with a useful life of more than one year and using more than \$10,000 of ECCC funds (subject to approval in advance)
- salaries and benefits
- the purchase of eligible carbon offset credits for events, conferences, and travel
- travel cost not to exceed National Joint Council rates
- vehicle rental and operation expenditures
- Other expenditures such as meeting and training fees (e.g., materials and hall rental), and registration fees for courses, conferences, workshops or seminars
- Any GST/HST that is not reimbursable by Revenue Canada and any PST not reimbursable by the provinces or territories

Please refer to the [National Joint Council's website](#) for your provincial/territorial kilometric rates.

Please note:

- GST/HST is an eligible project expenditure, and ECCC may reimburse recipients for the taxes they paid while undertaking the activities of the agreement. The amount of ECCC's contribution includes the reimbursement for GST/HST. For example, if ECCC's contribution is \$25,000, this \$25,000 includes ECCC's reimbursement for all eligible expenditures including GST/HST. ECCC 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 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 the Contribution Agreement
- Costs, other than those identified herein, are ineligible unless specifically approved in writing by the Minister of Environment and Climate Change Canada or their delegate at the time of project approval and are necessary for the successful completion of the project.

Step 3: Review and edit contributors and expenditures

Summary of contributors and expenditures

Here you can view a summary of contributors and expenditures for all funding years. Use the icon to view the breakdown of requested ECCC funding vs other funding.

Note: there is no “Save” button for this section. If the funding and expenditures match in the third step (Review and edit), the “Project budget” will automatically save and you can click “Next” to go the next section of the application.

Other supporting information

We recommend including the following supporting information:

- volunteer time is valuable -please calculate all volunteer time at fair market value and include it in your budget as an in-kind contribution
- if you indicate in-kind participation (e.g., professional advice, laboratory analysis, etc.), please provide dated and signed letters from the supporting organization confirming cash and in-kind contributions. These letters should include the dollar value (\$) of the cash/in-kind contribution being provided. If not provided in the application, they may be required later if your application is approved for funding.
- Any additional letters of support are helpful, including from individuals, organizations or communities that support the project, are engaged in the project, or providing expertise, advice, or knowledge to the project.
- Any additional information essential to understanding your project or to enhance your application, such as maps of the project area or sites, pictures, sketches etc.
- If applicable, copies of permits or approvals, species lists, etc.

Note: Any information submitted after the deadline will not be considered in the application evaluation process.

Tips for completing a strong budget:

- separate IPSAR funds from other ECCC funds, if applicable
- avoid using vague wording in the budget by providing greater details to link budgeted costs with activities per fiscal year
- ensure the budget per fiscal year matches the project work plan per fiscal year
- include sufficient detail or a breakdown of expenses in the Expenditure Detail column so that it is clear how you arrived at the dollar value
- ensure the budget per fiscal year is sufficient to reach the objectives and indicators per fiscal year
- ensure the evaluation of income and expenditures is accurate and the financial contribution request is well-justified and appropriate
- all expenditure estimates should be at fair market value (fair market value represents the standard rate for a product or service in your area)

Official languages

The Official Languages module of the application is mandatory for all applications to ECCC funding programs. Applying organizations must respond to all questions by selecting “Yes” or “No”. Depending on your project’s audience, and in accordance with the Official Languages Act, you may be required to offer products and/or services to the public in both official languages. Ensure any associated costs (e.g., translation) pertaining to project delivery and/or promotion are included in the budget.

Other supporting information

Providing the following supporting information is recommended. Should it not be provided at the time of submission, it may be required at a later date:

- dated and signed letters from other funding sources confirming cash and in-kind contributions. These letters should include the specific dollar value (\$) of the cash and/or in-kind contribution being provided
- dated and signed letters proving that the applicant has engaged with individuals, organizations, and/or communities who may be directly or indirectly impacted by the proposed project (i.e., Indigenous groups and organizations)

- dated and signed supporting letters from landowners where restoration activities are occurring on private property, stating that your group has permission to undertake activities on their property and whether the landowner is providing any monetary and/or in-kind support
- letters of support endorsing/supporting the project; these letters are different from partner letters confirming their monetary and/or in-kind contribution
- any information essential to understanding your project, such as pictures of the environmental damage, or maps of the area
- any additional information that will enhance your proposal (pictures, sketches, etc.)
- if applicable, copies of permits or approvals, species lists, etc.

Additional letters not listed above that confirm other funding (both cash and in-kind) may be requested from successful applicants before a funding agreement can be signed and funds provided.

Note: Any information submitted after the deadline will not be considered in the application evaluation process.

Allowed file types include: Microsoft Excel (.xls, .xlsx), Microsoft Word (.doc, .docx), PDF (.pdf), JPG (.jpg), GIF (.GIF), KMZ (.kmz). File Upload may take up to a minute to process. To upload your document, please click Upload file. A maximum size of 10 MB per file is accepted.

Certification

Applicants must certify that the information stated in the application is complete and accurate. Once your application is complete, submit it using GCEMS. Be sure to check the 'I agree' checkbox following the consent paragraph.

After submitting your application

Acknowledgment of Receipt

Acknowledgment of receipt is automatically generated by GCEMS. If you did not receive an acknowledgment of receipt, you should contact GCEMS at sgesc-gcems@ec.gc.ca to confirm that your application was received.

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. Should clarification of any aspect of a proposal be required, the applicant will be contacted by their IPSAR Regional Coordinator.

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 project approval and subsequent notification.

Review

Once the Call for Proposals is closed, your application is reviewed by IPSAR regional teams to verify eligibility and to assess selection criteria and technical merit. All project proposals are subject to the same evaluation process and criteria and are reviewed to ensure they provide sufficient information to adequately assess the proposal and meet eligibility requirements.

Following this assessment, your project proposal is examined by a team of technical reviewers, which may include experts from ECCC, other federal government departments, or provincial departments (as applicable) to evaluate your application's selection criteria and technical merit. The last step includes conducting a final evaluation of each application received.

If your application is approved in principle, you will be contacted to negotiate a funding agreement that outlines the terms and conditions of the funding. Federal Members of Parliament and/or their team will be advised about the approval in principle of a project and be provided with the following information: applicant name, project title, project description, project location, funding amounts, communication activities, and contact information.

If your application is not approved, you will also be informed of this decision via email.

Any questions or comments may be directed to the IPSAR regional offices.

Following project approvals

If a project is approved, a notification letter will be sent and applicants will be required to submit additional information, including but not limited to the following:

Cash flow statement

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

Reporting obligations

The Contribution Agreement, between the recipient and ECCC, will specify project report deadlines and will include the required forms. Reporting will be completed online, and recipients 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 project revenue, expenses, accomplishments and detailed descriptions/ quantifications of project outputs and outcomes. Project expected results are basic quantifiable project achievements while project intermediate outcomes include longer term indicators of effectiveness of project activities in supporting the recovery of species and their habitats.

Project expected results for annual or final project reports could include:

- total land protected, improved or restored
- number of species targeted for protection or threat mitigation
- species monitoring results
- number of individuals directly or indirectly engaged through outreach

Project intermediate outcomes for annual or final project reports could 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. The Regional IPSAR Coordinator will advise recipients on specific reporting requirements.

SAR survey data sharing

Recipients will be encouraged to provide species occurrence or habitat data collected in the context of the project to their respective provincial/territorial wildlife data repository centre and to ECCC or Parks Canada, as is relevant to your project. Recipients will be asked to confirm in the final report the submission of data.

Intellectual property rights

Any Intellectual Property Rights created by the recipient in association with their obligations and responsibilities under this agreement shall vest in and remain the property of the recipient. ECCC shall have no rights to this intellectual property for any purpose without the express written permission of the recipient.

Public acknowledgement

Recipients are responsible for providing ECCC with final copies of any document or material utilizing the ECCC identifier, wordmark and/or acknowledgement statements prior to printing or distribution, for ECCC approval of the use of said logos and/or acknowledgement statements. The Regional IPSAR Coordinator 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 the project must acknowledge ECCC's contribution by displaying the ECCC identifier with the public acknowledgement text along with the ECCC wordmark.

Overlap with other federal funding programs

You can only receive funding from one federal funding program for each approved activity. Any application submitted to other Environment and Climate Change Canada funding programs (e.g., Habitat Stewardship Program and EcoAction, etc.) must be for activities that are different from those submitted in the IPSAR application. Organizations should review information from other Environment and Climate Change Canada funding programs to determine which program is the best fit for their project.

Links to additional information

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

- [Indigenous Partnerships for Species at Risk - Program Website](#)
- [Species at Risk Public Registry](#)
- [Grants and Contributions Enterprise Management System website to register an account](#)
- [Treasury Board Travel Directive](#)
- [National Joint Council Travel Directive](#)
- [COSEWIC](#)
- [Official Languages Act](#)
- [Impact Assessment Act](#)

Contact Us

For general questions, enquiries, and news about IPSAR, including funding opportunities, please contact the National IPSAR Office. Please include your location (province or territory) in the email.

National IPSAR Office

Email: PAEP-IPSAR@ec.gc.ca

Appendix – Tips for entering your project

1. Save Often

The system will time out after 20 minutes without activity. Typing in a cell is not considered an activity. Activity is considered clicking on a command such as the top menu, the page change icons at the bottom of the page (“Previous”, “Next” or “Save”) or the action buttons within the application. A pop-up timer window will appear after 17 minutes of inactivity to click “Save and continue” which will avoid losing any information already entered in your application. Exiting the browser or navigating away from the webpage without saving your application may also result in the loss of information.

Please note: You can also work on the application form offline in a separate document saved locally and copy-paste the information into the system once ready. You can also work offline by requesting a Word Version of the application form from the Program contact for the funding opportunity you are applying for.

2. Enter the Project Title First

The “Project title” cell is found in the Project information section of the application (Picture #1). When you click the “Save” button at the bottom of the page a “Project ID” number is created, and it will be listed under “My projects” (Picture #2). If you enter the project title first, it will show on the “My projects” page along with the “Project ID” number associated with it. You can continue to edit the application by going to the “My projects” section and clicking on the edit icon under the word “Action(s)” (Picture #3). See pictures below.

Picture #1

The screenshot displays the 'Grants and contributions enterprise management system' interface. At the top, there is a header with the Government of Canada logo and navigation links for 'Account settings' and 'Sign out'. Below this is a breadcrumb trail: 'Home > Organizational permissions > Funding opportunities > My letters of intent > My projects > Assistance and resources'. The main content area shows a breadcrumb trail: 'SWIM > GCEMS > My projects > Apply - Indigenous Partnerships for Species at Risk - 2026/2027'. The 'Project information' section is highlighted, with a dropdown menu open showing options: 'Project information', 'Applicant Information', 'Project information', 'Indigenous Partnerships for Species at Risk - 2026/2027', 'Project budget', 'Official languages', 'Other supporting information', and 'Certification'. The 'Project title' field is marked with a red asterisk and contains the text 'Conservation for Species at Risk'. A light blue information box above the field states: 'Please complete the following information fields to provide ECCC with an overview of your project.'

My projects

Redeem code Redeem
 Enter the code provided to you to access your project

Picture #2

List of project(s): 42 Project(s)

Project ID	Funding opportunity name	Project title	Project status	Last updated	Action(s)
10750	Indigenous Partnerships for Species at Risk - 2026/2027 <i>Deadline: 2025-11-13 14:00 ET</i>	Conservation for Species at Risk	Draft	2025-09-26 16:09 ET Application edited	

Action(s)

Picture #3



3. Fix the errors in each section and click the “Save” button.

When you click the “Save” button for each section of the application, an “Error list” will be generated for the mandatory information that is missing (Picture #1). A warning icon will appear beside each missing item that matches the item on the “Error list”. (Picture #2). When all errors have been corrected and saved, a check mark will appear beside the name of that section in the heading bar to indicate it is completed. (Picture #3).

Picture #1

Indigenous Partnerships for Species at Risk - 2026/2027 Project

▸ Funding opportunity information section

Error list

- “Add contact” is a required field.
- “Have you ever applied to other ECCC funding programs for this project?” is a required field.
- There must be 1 Principal Representative per project.

Picture #2

Applicant Information

Applicant representative(s)

+ Add contact *

No data!

“Add contact” is a required field.

Picture #3

Indigenous Partnerships for Species at Risk - 2026/2027 Project

Applicant Information

4. Fill in the sections in the order that works best for you.

The sections can be completed in any order. Fill in the sections in the order of your preference. The “Certification” is the only section that must be entered last, and the project can then be submitted.



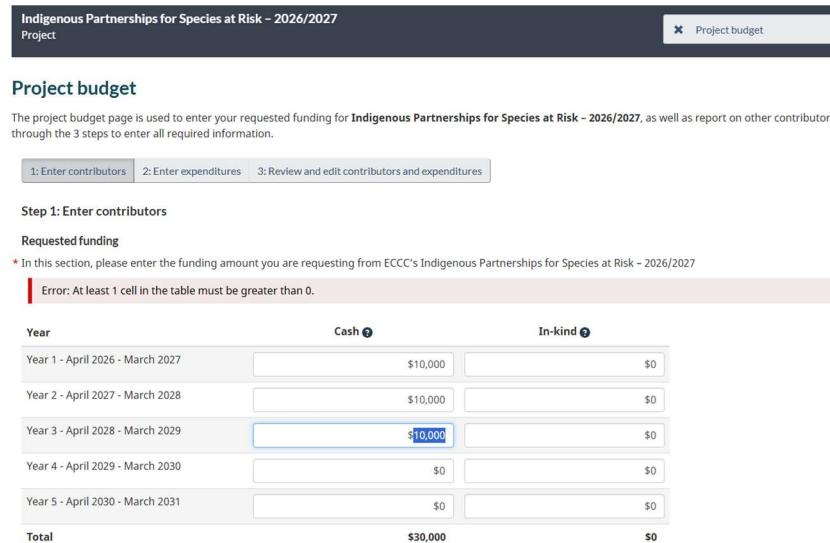
Picture #1



5. Scroll down for more actions.

Depending on your computer screen, next action is not always obvious. To find the “Save” button or for more actions, scroll down.

In the example below, the “Save” button for the “Project budget” section cannot be seen in the view (Picture #1). To see the “Save” button, scroll down and it will appear along with the next section to add the other “Contributors for the project” (Picture #2).



Picture #1

Year 4 - April 2029 - March 2030	\$0	\$0
Year 5 - April 2030 - March 2031	\$0	\$0
Total	\$30,000	\$0

Picture #2

Save

Contributors for project

* Please report all contributors for this project.

+ Add contributor

6. How to make changes AFTER submitting.

If your proposal has been submitted but changes are needed, click the folder icon called “Withdraw” and make your edits (Picture #1). As soon as you make any change in the application after you withdraw and hit save - the check mark disappears from the certification section, and it is replaced by the x. You need to click the first check mark box in order to hit submit again. If you don't make any changes to the application after you hit withdraw, you still have the checkmark on the module in the top menu but will have to hit “Submit” again.

NOTE: For the project to be eligible, you must re-submit prior to the deadline on November 13, 2025, at 14:00 Eastern time.

My projects

Redeem code Redeem

Enter the code provided to you to access your project

Picture #1

List of project(s): 42 Project(s)

Project ID	Funding opportunity name	Project title	Project status	Last updated	Action(s)
10750	Indigenous Partnerships for Species at Risk - 2026/2027 <i>Deadline: 2025-11-13 14:00 ET</i>	Conservation for Species at Risk	Submitted	2025-09-29 11:11 ET	    