

Community Recreation Site Fund – Application Guide and Frequently Asked Questions

1) What is the Community Recreation Site Fund and why was it created?

Environmental Assessment Certificate Condition 40 requires BC Hydro to mitigate changes in recreational opportunities and loss of existing areas resulting from the Site C – Clean Energy Project (Project).

The Community Recreation Site Fund (Fund) has been created to mitigate these Project-related impacts on recreation sites by providing successful Applicants with up to \$50,000 in grant funds with which to create new or enhance existing recreation sites.

2) How much is available in the Fund and how will it be allocated?

The Fund has \$200,000 available to mitigate Project impacts on recreation sites due to creation of the reservoir, which will be allocated to projects along the Site C Reservoir and within its tributaries to a maximum of \$50,000 per site/project.

To ensure that the Fund supports the development of new recreation sites on both the south and north sides of the Peace, a minimum of \$50,000 out of the total \$200,000 will be earmarked for development of recreation sites to the south of the Site C Reservoir.

3) When are applications accepted?

Applications will be accepted from March 15 to October 15, 2025.

If any funds remain after the completion of all eligible projects, additional intakes will be held until all funds are exhausted.

4) Who is eligible to apply?

Applicants must be based within the Peace River and its tributaries to the Alberta border, and fall under one of the following categories:

- Indigenous Nations,
- Municipal or regional governments, and
- Non-profit organizations

5) Can individuals, private businesses or landowners apply?

No; individuals, private businesses or landowners are not eligible to receive grants from the Fund.

6) Can applicants submit a project with more than one individual site?

Applicants should complete only one application per project site.

Separate applications may be submitted for additional sites.

7) **How much is available per individual recreation site?**

Up to a maximum of \$50,000 is available per site/project.

8) **What criteria is required for a successful application?**

To be successful, applicants must:

- Provide all required authorizations when submitting their application.
- Projects that do not require governance (e.g., certain upgrades to existing recreation sites) are exempt from this requirement.
- All other projects must attach the necessary documentation and if available, include letters of support to their application.
- Applications requiring authorizations but failed to include them in the application will be deemed incomplete.

9) **How do I submit my application package?**

Submit your completed application by email to CommunityRecSite@bchydro.com with the Subject Line indicating the “**Name of Your Project - 2025 Intake**”.

10) **What is the timeline of the application process?**

The application process is as follows:

Applications are reviewed and funding decisions are made continuously throughout the application window, you can apply anytime within the specified period:

- **Application Intake:** March 15 to October 15, 2025
- **Evaluation Period:** March to October 2025
- **Notification of Application Status:** Ongoing
- **Funds Release:** Upon submission of the final project completion report
 - **Project Completion Report Deadline:** October 15, 2026
- **Grant Payments Issued:** Approximately 1 month after the review of project completion reports

Note: If your application is approved, you must ensure that you complete a Direct Deposit Application. This requirement is waived if your organization is already set up for Electronic Funds Transfer (EFT) with BC Hydro.

11) **What is included in a *Final Project Completion Report* and what will it be used for?**

A Final Project Completion Report is a brief description of activities completed during the development of the grant-funded recreation site. It may also include:

- Budget summary,
- Site diagram, and
- Photographs of the completed site work.

The purpose of the report would be, in part, for program review and allowing BC Hydro to evaluate and improve the program for future intakes. Additionally, the report and photographs may be used in promotion of the Fund. Please indicate in the application if you authorize BC Hydro to use your site report and photographs for promotional purposes.

12) **Will successful applicants receive the full funding amount requested?**

If awarded funding, the Applicant is not guaranteed to receive the full requested amount.

13) **My organization is small, we need to take a loan to pay for the work. Are interest rates eligible for reimbursement?**

No, unfortunately interest is not an eligible cost.

14) **When would the grant money become available to the Applicant?**

Successful applicants who have **submitted their Project Completion Report and completed a Direct Deposit Application*** will have their grant payments issued approximately 2 months after BC Hydro receives these documents.

Both documents must be submitted by email to CommunityRecSite@bchydro.com with the Subject Line indicating the “**Name of Your Project - 2025 Intake**”. Without them, we are unable to issue grant payments.

**The Direct Deposit Application is not required if your organization is already set up for Electronic Funds Transfer (EFT) with BC Hydro.*

15) **Will site infrastructure be required to meet a particular standard?**

Yes, the community recreation site being proposed for funding must meet the standards of the governing bodies with authority over the proposed location.

Applicants must provide proof that they have been authorized to make any changes to the proposed site.

16) **Is a detailed budget required as part of the application package and how will it be used?**

A detailed budget breakdown is required as part of the application package and will be used to fully evaluate the financial efficiency of the proposed project.

The following is an example of a basic budget table:

<i>Task</i>	<i>Mob/Demob[†]</i>	<i>Equipment</i>	<i>Workers</i>	<i>Total</i>
<i>Danger Tree Assessment/Removal</i>	\$500	\$500	\$1000	\$2000
<i>Clearing/Site Prep</i>	\$0	\$500	\$500	\$1000
<i>Construction</i>	\$500	\$2000	\$500	\$3000
			Total	\$6000

[†]Mobilization to and demobilization from site (mob/demob) may include boat hours, fuel, etc.

17) Is a work plan required as part of the application package?

Yes, a project-specific work plan is required as part of the application.

The work plan should describe how the applicant plans to develop, maintain, and operate their community recreation site, as well as provide details on the project’s tasks and timelines.

Continuing with the budget example above, the work plan would further detail what is included in each task, specifically:

- area to be mobilized/de-mobilized,
- type of equipment required,
- paid workers required (i.e., danger tree assessor, labourers, etc.), and
- any other information the applicant wishes to include to support their funding request.

18) Are Applicants expected to engage with local government, Indigenous Nations, or stakeholders prior to submitting an application?

The Applicant is encouraged to engage with local stakeholders. Letters of Endorsement/Support from local government, Indigenous Nations, or stakeholders, when available, should be included in the applicant’s grant submission.

19) Are there restrictions on the activities or type of developments eligible for funding?

Yes, the following activities or developments are not eligible for funding:

- Commercial developments,
- Development on private land,
- Ongoing operation or maintenance activities,
- Purchase of construction equipment and tools, and
- Costs incurred prior to formal notification of funding approval.

20) What kind of assessments do applicants need?

Applicants are responsible to conduct any and all required assessments needed to obtain governance.