

# CAPACITY BUILDING GRANTS

Silviculture  
Innovation  
Program



Bulkley Valley  
Research Centre

*Stream 2: Capacity Building*

## Application Guidance 2024





## Silviculture Innovation Program

Bulkley Valley  
Research Centre

# About the Silviculture Innovation Program (SIP)

## Background

BC's forests are symbols of resilience, legacy, and diversity, but their future lies at a crossroads. With reduced timber supply, a changing climate, and mounting concerns from many groups, including the forestry sector, there is a shift happening to manage forests for multiple values and embrace an ecologically-centered approach. By using alternative and innovative approaches in forestry, we can help ensure BC forests continue to provide values and services that will support communities for generations to come.

**The purpose of the Silviculture Innovation Program is to improve knowledge regarding innovative silviculture systems through extension, applied and operational research.** The Silviculture Innovation Program (SIP) is a program of the Bulkley Valley Research Centre (BVRC), a non-profit based in Smithers, BC. Learn more about the SIP at <https://sip.bvcentre.ca/>.

The SIP is grounded in principles that support collaborative partnerships with communities and practitioners, involve interdisciplinary approaches, and support diverse perspectives. By addressing critical knowledge gaps, from key topics to under-researched regions, and expanding or initiating research trials, our grants program aims to overcome the challenges related to knowledge and its application that currently limit innovative silviculture across BC.

## Program Objectives

Knowledge, tools and innovations, both new and old, are required to inform and accelerate the uptake of innovative silviculture techniques and practices across BC. Solutions must be collaborative, so we encourage projects that leverage existing funds, research trials/installations and relationships. We also encourage projects that create new partnerships, support Indigenous and other forms of knowledge, and transfer knowledge through mentorship and/or knowledge sharing (extension) with the broader natural resource management community and the interested public.

### KEY DEFINITION | *Innovative Silviculture Systems*

**Innovative Silviculture Systems** include systems for the harvesting, growing and tending of forests where the primary objective is to support holistic stewardship of the land base, including maintaining ecosystem health, water quality and quantity. Innovative silviculture systems are driven by an appreciation of ecological, social, cultural, and economic values of forests, where stewardship is focused on maintaining the continuity of dynamic ecosystem processes and functions.

**CAPACITY**  
**BUILDING**  
GRANTS

**INNOVATION** IN  
**ACTION**  
GRANTS

## Silviculture Innovation Program



## SIP Grants Program Description

The SIP will be launching its first round of grants, closing November 1, 2024, and will focus on supporting smaller operationally-rooted projects, building capacity and creating relationships. This intake marks our journey of offering funding opportunities to support implementation of innovative silviculture and we look forward to offering more opportunities in the future.

This grant program is one initiative of the SIP that builds on the Innovative Silviculture Knowledge Summit held in March, 2024. We heard from diverse voices working in the forestry and innovative silviculture space and the resulting roadmap has guided the direction of our programming. One of the intentions of the SIP grant program is to advance diversity, equity and inclusion in the forestry space. As a result we have focused grant calls in support of First Nations-led or co-led projects and supporting individuals who identify as members of marginalized groups through capacity building.

The first round of funding will create opportunities to learn from innovative silviculture implementation ("Innovation in Action Grants") and increase capacity in innovative silviculture ("Capacity Building Grants"). These grants will seek to learn from action - implementing initiatives and trials with clear innovative objectives and data-driven learning opportunities. We will seek to support practitioners to develop relationships,



receive mentorship and training. We will also raise awareness of and support extension to facilitate knowledge being translated into action.

Applicants are eligible to submit one application to each of the grant types. Successful grantees will still be able to apply for grants in subsequent years.

**The SIP grant program will support projects that align with our vision, mission and values.** The SIP mission is to accelerate the growth of innovative silviculture by improving knowledge of these systems in BC. This includes a commitment to:

- Assess the needs and state of knowledge of the forest management community;
- Be inclusive of multiple and diverse knowledge systems;
- Link extension needs to a motivated network of forest practitioners around the province;
- Make existing information more accessible, transparent and easier to interpret;
- Bridge existing gaps in knowledge that advance practices and inform policy;
- Develop projects that advance innovative silviculture practices and approaches to forest management.

Our **values** include community, collaboration, ecological integrity, accessibility, transparency and excellence.

- **Community:** The work of the

Silviculture Innovation Program will contribute to vitality and diversity across British Columbia.

- **Collaboration:** The Silviculture Innovation Program will work to strengthen and foster reciprocal and respectful relationships to co-create new research opportunities that are equitable, inclusive and improve cross-sector communication.
- **Ecological Integrity:** All work will be guided by the principle that ecological integrity is a requirement for resilient cultural, social, economic and environmental systems.
- **Accessible:** Co-created knowledge will be communicated and shared in respectful ways to the public, forest practitioners, communities and Nations to inform decision-making.
- **Transparency:** We strive to create knowledge and research that is readily accessible and publicly available with acquired permissions, when necessary.
- **Excellence:** Research will meet or exceed accepted scientific and Indigenous research methods and ethical standards in the relevant fields.



# 2024 SIP Grants Program

Silviculture  
Innovation  
Program



## Aim

The grants program will support research and extension to increase the application of innovative silviculture in BC, aligning with SIP mission and values, and aligned with priorities identified at the Knowledge Summit. Knowledge production and transfer is a critical component of each grant and will be measured by outputs including: project reports, published articles, research reports, theses, handbooks, decision support tools, software, methodologies, databases and how this information is translated to different target audiences, which can be measured by the number and diversity of participants engaged.

## Applications

Applications can be submitted through the grant portal, here: <https://silvicultureinnovation.grantplatform.com>

The grant application portal will be open from 8:00AM (PST) on September 3, 2024 to 11:59PM (PST) on November 1, 2024.

## Decisions & Awards

Applications will be reviewed throughout November and December. Successful applicants will be notified late December 2024 and are anticipated to receive funding as early as January 2025.

## Streams

There are currently two grant streams available:  
1) Innovation in Action Grants and  
2) Capacity Building Grants

## STREAM 1

INNOVATION IN  
**ACTION**  
GRANTS

SEE INNOVATION IN ACTION GUIDE

## STREAM 2

**CAPACITY**  
BUILDING  
GRANTS

INFORMATION IN THIS GUIDE

# CAPACITY BUILDING GRANTS

## Silviculture Innovation Program



### Overview

Capacity Building grants are small grants to support the initiation of projects, ideas, and collaborations, or professional development of skills related to innovative silviculture. This is a one-year grant beginning as early as January 2025, with all final reporting due by December 31, 2026.



*Grants to support individuals and groups to initiate projects, ideas, collaborations and skill development in innovative silviculture.*

The SIP Capacity Building grants are focused on addressing individual knowledge gaps (e.g. training, workshops, schooling) and/or development of relationships and capacity needed to identify gaps/needs for larger projects.

Individuals may apply to improve skills, education and/or build collaborative relationships with the goal of advancing innovative silviculture in BC. This responds directly to the need for improved mentorship, education, and increasing available and relevant training opportunities. This is a grant to support relationship building and/or collaborative proposal building to apply on future granting programs. This means **groups may also apply to build collaborative relationships with local rights holders, stakeholders, or other interested parties to explore opportunities for collaboration on a larger project**, which would be eligible for re-application to later phases of funding from the SIP in the next year. The outcomes of Capacity Building grants will be flexible and focus on sometimes under-valued intangible results, such as skill development, knowledge gained, training, mentorship and relationships built.

Applying for a Capacity Building Grant does not preclude you from applying for an Innovation in Action Grant, or additional funding launched by the program at a later date.

## 2024 SIP INNOVATION IN ACTION GRANTS KEY NUMBERS

(No minimum)	Minimum request
<b>\$15,000</b>	Maximum request
<b>10-17</b>	Estimated number of grants funded
<b>\$250 thousand</b>	Total available for Capacity Building Grants
<b>1 year</b> 2025 to 2026	Grant duration Beginning as early as January 2025 with final report due by December 31, 2026

### KEY DEFINITION | *Marginalized*

Marginalized communities, peoples or populations are groups and communities that experience discrimination and exclusion because of unequal power relationships across economic, political, social and cultural dimensions (National Collaborating Centre for Determinants of Health, 2022). This includes those who self-identify as women and gender minorities, racialized minorities, Indigenous Peoples, persons with disabilities and members of LGBTQ2+ (lesbian, gay, bisexual, transgender, queer, Two-Spirit, plus) communities.

*National Collaborating Centre for Determinants of Health. (2022). Glossary of essential health equity terms. Antigonish, NS: National Collaborating Centre for Determinants of Health, St. Francis Xavier University.*

# Applicant Eligibility

The SIP Capacity Building Grant welcomes applications from individuals and groups with an interest in advancing the knowledge or application of innovative silviculture in BC.

## ELIGIBLE INDIVIDUALS

- ▶ Individuals in a current role that contributes to forest management\* **OR**
- ▶ Individuals with a commitment to pursue work that will help support innovative forestry practices in BC
- ▶ Applicants may be at any career stage, including students or unemployed

## ELIGIBLE GROUPS

- ▶ Organizations that are seeking support to build collaborative relationships with local rights holders, stakeholders, or other interested parties
- ▶ First Nations (bands, Treaty First Nations, and Indigenous Governments with authority for lands and resources)
- ▶ Non-profits (registered charities, incorporated societies)
- ▶ Community forest agreement holders
- ▶ Woodlot licensees
- ▶ Research forests
- ▶ Researchers from academic institutions

Applicants/organizations must be located in B.C.

The SIP is committed to fostering a community that is diverse and inclusive. To reflect this commitment to equity, preference will be given to individuals who self-identify as a member of a marginalized group(s),

Please note that Provincial and Federal Government agencies can partner on grants, but are not eligible to receive funding. Major industry and consultancies are not eligible to apply for this grant (but please see Innovation in Action Grants for additional granting opportunities), however, individuals from industry or large non-profit organizations may apply with a letter of support.

\*Individuals are requested to obtain a letter of support from their representative affiliated organization or supervisor, if applicable.

# Eligible Activities

A Capacity Building grant can support projects by covering a variety of expenditures, from travel expenses, to facility rental and catering costs to host a community meeting.

## ✓ ELIGIBLE ACTIVITIES

### For Individuals, activities include:

- ✓ Attendance at: training, field visits, workshops, meetings or conferences to develop knowledge and/or a skill set in innovative silviculture.
- ✓ Post-secondary education, such as programs, courses or certificates.
- ✓ Training opportunities through practitioner mentorship internships.
- ✓ Support for the creation of, or participation in, internships.
- ✓ Stipends or salaries to supplement employee time to attend training, seminars, workshops, coursework etc. *(This amount shall not exceed current wages - proof of current salary or wage may be requested).*

### For Groups, activities include:

- ✓ Events, meetings or activities that support relationship building to co-develop innovative silviculture prescriptions and/or projects. Eligible events are in the initial or exploratory stages of understanding community values, objectives, possible innovative silviculture treatments, etc.
- ✓ Meetings, outreach and/or training activities or services that enhance capacity, education and outreach materials for stakeholders, rightsholders, networks, and/or communities.
- ✓ Events, meetings or activities that support community engagement and awareness building of local innovative silviculture activities.

## ✗ INELIGIBLE ACTIVITIES

- ✗ Activities that do not pertain to the development of skills or knowledge sharing related to innovative silviculture.



# Eligible Expenditures

An innovation in Action Grant can support projects by covering a variety of expenditures, from travel expenses for accessing project locations, to facility rental and catering costs to host a workshop.



## ELIGIBLE EXPENDITURES

- ✓ Fees associated with registering for a conference, workshop or course
- ✓ Travel expenditures/living expenses to relocate to attend a program or professional development opportunity
- ✓ Reasonable compensation for lost salary or wages while attending a program or professional development (*This amount shall not exceed current wages - proof of current salary or wage may be requested*).
- ✓ Collaborative meetings
- ✓ Field visits or field component of a collaborative meeting
- ✓ Hosting a workshop or community meeting
- ✓ Materials, supplies, or equipment needed to attend an event or successfully complete a course/workshop/training
- ✓ Computer programs or fees
- ✓ Equipment needed to complete skill development (eligibility of equipment purchases above \$1000 will be evaluated on a case-by-case basis)
- ✓ Honoraria or ceremonial costs
- ✓ Costs associated with hosting meetings, such as room rental, food, meeting materials
- ✓ Additional dependent care costs associated with attendance of a professional event such as workshop, conference, or field visit. Dependents include children, elders, or family members with disabilities. This would include travel for a caregiver to and from the event and costs of care at the location of the event, or the costs of caregiver travel to your home, or increased expenses at home incurred because the primary caregiver attended the meeting (such as a babysitter). *If requesting dependent care costs, applicants are expected to detail estimated costs for each expenditure type and include details on location of event (e.g., cost of flight for family member to conference to provide childcare). Grantees may request up to \$1,000 over the time period for dependent care.*



## INELIGIBLE EXPENDITURES

- ✗ Purchase of firearms and/or ammunition
- ✗ Expenses or costs paid or committed to by other funding sources
- ✗ Costs for activities that are a tenure obligation or considered part of the appraisal (stumpage) cost estimates
- ✗ Costs that are incurred prior to receiving grant approval
- ✗ Costs for activities/phases outside the intent of this funding
- ✗ Salaries and stipends **not** associated with time spent attending professional development training, meetings, or conferences.

The following are examples of individuals or groups that would qualify for a SIP Capacity Building grant

## EXAMPLE 1

An early-career woman wants to attend post-secondary education to learn how to operate a new harvester so that she can do innovative silviculture in her community forest. She is being sponsored by her employer to take the training, but still has financial obstacles that are stopping her from gaining this skill. The capacity grant will support her to access this training by covering her travel and accommodation, providing a partial salary replacement stipend for the days of the training, and providing funds to assist with childcare costs.



## EXAMPLE 2

A First Nation has initiated discussions with a research team to better understand how moose habitat and forage varies with different forestry activities. The First Nation accesses the grant to host an in-person gathering in the bush with their Guardians program, Elders and the research team. Funds are used to pay honorarium, stipends, ceremonial materials, and food. Together, the group defines the project questions, objectives and area of focus.



## EXAMPLE 3

A Community Forest operations manager would like to collaborate more closely with the First Nation that co-manages the tenure to implement cultural burns. The manager accesses the capacity grant to support a series of exploratory meetings with leadership from the Nation to learn about their shared values and co-create a plan for Indigenous Fire Stewardship. This deeper collaboration allows the Community Forest to support a process that is culturally appropriate, inclusive, and safe. The capacity funding allows for honorariums to support contributed time, knowledge sharing, and the development of a strong application for subsequent grants to support the work.



# The 3 Project Elements

The following three project elements will be considered for SIP Capacity Grant applications.

## 1 | VALUES, NEED & ALIGNMENT

The initiative demonstrates alignment with SIP values and contributes to the overall vision of increasing uptake of innovative silviculture in BC and/or stewardship of multiple values.

▶ **VALUES:** applicant demonstrates a conceptual interest in innovative silviculture and/or practical interest in implementation of innovative silviculture. The applicant's motivations and purpose for the project align with SIP values.

▶ **NEED:** the applicant presents clear project objectives and reasonable conceptual use of funds to meet the project purpose. The applicant describes how the project may provide benefit(s) and/or support for the local/regional community and/or economy.

▶ **ALIGNMENT:** the applicant is able to describe how the funding will contribute to the individual or organization's ability to implement innovative silviculture in BC and/or the stewardship of multiple values.

*How will my initiative make progress on improving knowledge and/or application of innovative silviculture in BC to support multiple values?*

## 2 | PLANNING

The initiative demonstrates good planning and provides support for sound investment for the SIP. The project shows planning for success by outlining key milestones and deliverables.

▶ **OUTLINE:** applicant identifies and describes the type of activities to be undertaken and provides a realistic estimated timeline of completion (start, halfway, end date).

▶ **BUDGET:** proposed budget is credible and reasonable. The request from SIP is within guidelines and all activities/expenditures are eligible.

▶ **SUPPORT:** the individual or organization is capable of carrying out the project.

*Are the activities in my plan realistic within my described timeline and budget? Do I have the capacity and support I need to take on these activities?*

## 3 | DIVERSITY

The project supports and promotes equity, diversity and inclusion of marginalized and underrepresented voices within the forestry sector.

▶ **(INDIVIDUALS) EQUITY, DIVERSITY AND INCLUSION:** the project supports or progresses the fostering of a community within forestry that is equitable, inclusive and diverse. The project supports the engagement, advancement or retention of a member of a marginalized community within forestry.

▶ **(GROUPS) FIRST NATION PARTICIPATION AND LEADERSHIP:** acknowledges and demonstrates respect and consideration of Indigenous peoples, communities, organizations, lands and values. Letters of support are provided where appropriate to show engagement and active relationship building. The project leads demonstrate consideration for values of equity, diversity and inclusion through project objectives and design, project team, project delivery or other.

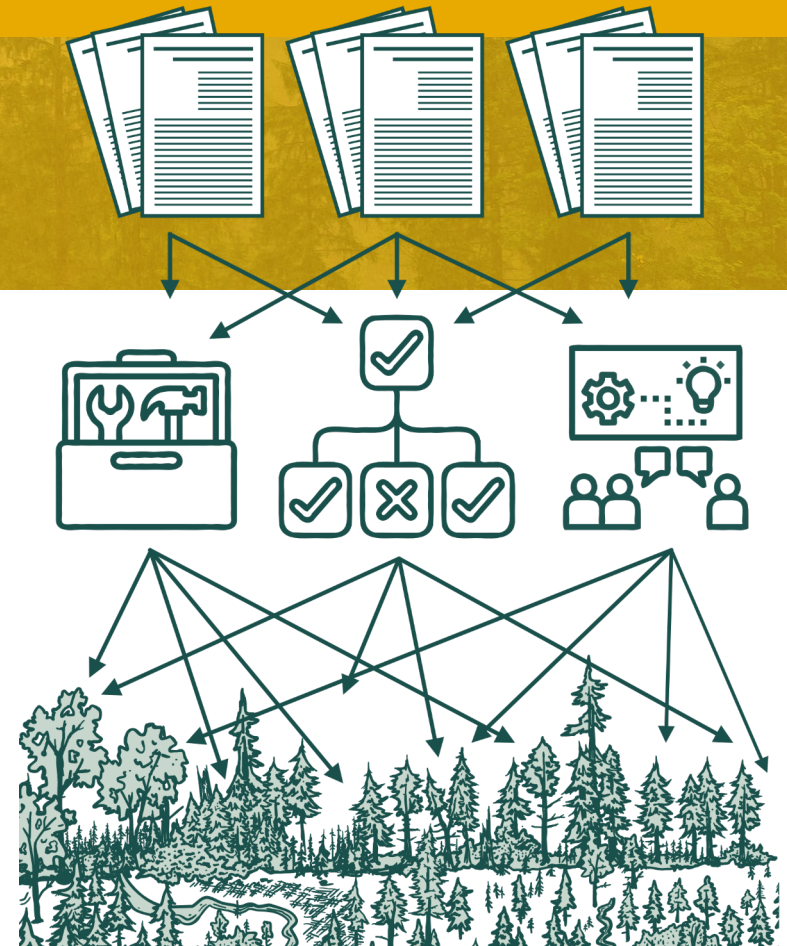
*Does my project support or progress the fostering of a forestry community that is equitable, inclusive and diverse?*

The SIP is built on the foundation that applied research and extension are a powerful combination to translate knowledge into action.

For further information on extension, explore <https://sip.bvcentre.ca/extension/>

There are minimal expectations on extension outputs for successful applicants to the Capacity Building grant. The SIP is built on the foundation that applied research and extension are a powerful combination to translate knowledge into action. Broadly, extension is a process that should be considered at the beginning of a project, which includes identifying the target audience(s), developing extension products and engaging to extend this information in different formats. **For Capacity Building Grants, successful applicants will be expected to make a commitment to be available to share their story of how the capacity grant was used. Some grantees/projects may be selected to highlight to the public by the SIP Extension team.**

Applicants are encouraged to include photos, videos, and other materials during progress reporting and final reporting stages. Extension products will be accepted in the final report, including reports, personal essays, videos, blog posts, photo essays, infographics or other storytelling products. They may be shared more widely through the SIP network as a way to showcase how funds were used and encourage future grantees.



## KEY DEFINITION | *Extension*

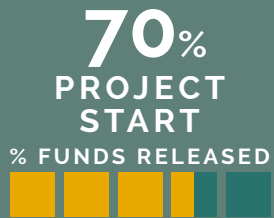
Extension is a practice of building trust, relationships, and capacity to enable collaboration. Extension supports active engagement with diverse stakeholders and all levels of government (Indigenous and municipal, provincial, federal) to identify opportunities, information needs, and synergies. A foundational principle of extension is spanning boundaries and centering reciprocity, with a focus on two-way knowledge mobilization. The SIP goal is to increase the understanding of innovative silviculture systems by connecting the producers of knowledge with the users of knowledge. In this way, extension ensures outcomes are useful, informing the implementation of site plans, landscape planning, community decision-making and even policy transformation. When it comes to knowledge dissemination, extension actively reframes, translates, and mobilizes knowledge depending on different audiences and contexts.

# Disbursement & Deliverables

All grant recipients will be required to submit two deliverables. Funds will be disbursed upfront (70%), halfway (20%) and at the end of project (10%) as deliverables are received.

## DISBURSEMENT SCHEDULE

Grant recipients will receive **70% of requested project funds upfront** with the remaining 30% tied to deliverables.

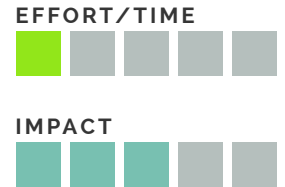


### DELIVERABLE 1: 20% funds on receipt

## HALFWAY REPORT

Grantees will be expected to provide a progress report halfway through the project time period using the SIP template (to be provided). Grantees will be expected to provide photos or videos, if available, that can be shared with the SIP Extension team. At this time, the SIP Extension Team may also reach out for a more in-depth follow-up about the grantee's experience to be shared more broadly.

**WHY?** Halfway reports will be used by the SIP team to see how projects are going and report on grant interim progress. This report creates an opportunity for grant recipients to share their knowledge and experiences along the way, leverage the SIP team to help brainstorm solutions to challenges, and celebrate interim successes instead of waiting until the end. The SIP Extension Team may feature stories from grantees to a wide audience, which can help grantees build their networks - it may even help connect future employment or education opportunities!

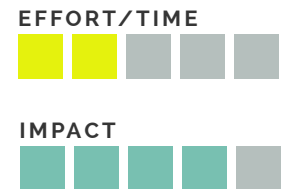


### DELIVERABLE 2: 10% funds on receipt

## FINAL REPORT

**FINAL REPORT:** Grantees must provide a final narrative report at the end of the project. We encourage grantees to share reflections on how the funds were used through more informal extension products, such as a report, personal essay, video, blog post, photo essay, infographic or other storytelling product and provide them to the SIP Extension Team at the end of the granting period.

**WHY?** Final reports will be used by the SIP team to measure and report on the success of the SIP grant program. Information collected across all submitted reports will help the SIP understand how the grant program was impactful for participants and how it can improve.



# Grant Review Process

Grants will be anonymously reviewed by the SIP team.

This grant program focuses on supporting applied innovation in silviculture, collaboration, and on-the-ground action. Successful applicants to the Capacity Building grant stream will demonstrate an immediate and reasonable need (individual or group) that will contribute to the application of innovative silviculture. Successful applicants must be able to define and explain how their proposed use of funds aligns with SIP mission and values.

Grant applications will be accepted until 11:59PM (PST) on November 1<sup>st</sup>, 2024. **Applications will be reviewed between November 2<sup>nd</sup> and December 31<sup>st</sup> 2024.**

Applications will be reviewed by the SIP team. All information pertaining to applicant identity will be anonymized and will remain confidential and private to the SIP. Private information, such as self-identification information, will not be disclosed or shared outside of the grant review process.

SIP aims to select a range of individuals and initiatives that address current needs and gaps in innovative forestry in BC. As the SIP is provincial in scale, the SIP aims to distribute grants across all of BC.

**Successful applicants will be notified by January 10, 2025**

# Application checklist

(Printer friendly!)

- Determined eligibility:**
  - Applicant is eligible to apply (*See Applicant Eligibility*)
  - Funding will be requested for eligible activities only (*See Eligible Activities*)
  - Funding will be requested for eligible expenses only (*See Eligible Expenditures*)
- Reviewed the 3 Project Elements and considered how the initiative would align:**
  - Values, Need & Alignment:** The initiative demonstrates alignment with SIP values and contributes to the overall vision of increasing uptake of innovative silviculture in BC and/or stewardship of multiple values.
  - Planning:** The initiative demonstrates good planning and provides support for sound investment for the SIP. The project shows planning for success by outlining key milestones and deliverables.
  - Diversity:** The initiative supports and promotes equity, diversity and inclusion of marginalized and underrepresented voices within the forestry sector.
- Reviewed disbursement schedule and understand required deliverables**
  - Halfway survey (20% of funding released on receipt)
  - Final report (10% of funding released on receipt)
- Attend the SIP [Grants information webinar](#) on September 24, 2024 12:00PM (PST) (*optional*)**
- Register for the SIP grant portal and application form:**  
<https://silvicultureinnovation.grantplatform.com>
- Review the online application form to understand information required in application**
- Acquire supporting documents, such as letters of support (*if necessary*)**
- Complete the mandatory online application form on the SIP grant portal**
- Review your application, ensure all attachments and information is correct**
- Submit completed application via SIP grant portal!** *NOTE: Email or mail-in applications will not be accepted.*

NOTES: \_\_\_\_\_  
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## SUPPORT

After reading this guide, are you still unsure if your project or program is eligible? If you have questions or are seeking support regarding extension or reporting requirements, please contact the SIP Extension Specialist:

Email: [sip.extension@bvcentre.ca](mailto:sip.extension@bvcentre.ca).

If you are seeking support regarding the grant application portal or general eligibility requirements, please contact the SIP Program Manager:

Email: [sip.manager@bvcentre.ca](mailto:sip.manager@bvcentre.ca)  
Phone: 250-847-2827 \*

\* (Monday-Thursday between 9AM-11:30AM and 1:30PM-4PM; If your call is not answered please leave a detailed message (requesting grant information, name, date, phone number, email address).