



ONSHORE PIPELINE REGULATIONS - FUNDING APPLICATION FORM IMPACT ASSESSMENT AGENCY OF CANADA POLICY DIALOGUE PROGRAM

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1. Name of Initiative: Canada Energy Regulator’s (CER) review of the *Onshore Pipeline Regulations*

The CER’s objective for this review is to deliver a regulation that supports the highest level of safety, security and environmental protection, advances Reconciliation with Indigenous peoples, addresses transparency and inclusive participation, provides for predictable and timely oversight and encourages innovation.

2. Applicant: Provide the information of the Applicant.

Name of legal entity applying for funding		
Mailing address		
City/Town	Province/Territory	Postal code
Email	Telephone number	
Name and Title of Contact Person	Contact person’s email	
Contact person’s telephone number	Language of correspondence	
	English	French

Privacy Notice Statement: Your personal information is being collected to assess your participation in the Funding Programs and is collected pursuant to the *Impact Assessment Act* and the *Canadian Energy Regulator Act*. Providing this information is voluntary however, missing information may affect our ability to favourably assess your application for funding assistance. You have the right to access and correct any of your personal information, held by the Agency. For more details regarding your rights contact atip-aiprp@iaac-aeic.gc.ca and cite Personal Information Bank IAAC PPU 001.

3. Eligible Applicant Type and Information

a) All Indigenous organizations, groups and communities are eligible. Please select the type that best applies:

Band as defined in the Indian Act.

Aboriginal government created from a self-government agreement

Indigenous incorporated not-for-profit organization - Provide the name of the federal, provincial or territorial legislation through which the group or organization was incorporated:

b) Partnerships: Are you submitting this application in partnership with any other groups or organizations in order to maximize the use of resources?

Yes

No

If yes, describe the partnership and the organizations or groups involved.

c) Resolution: You may be asked to provide a signed resolution (corporate or Band Council) or document authorizing the Applicant to act on behalf of their organization or group if we require further clarity. See Appendix B for more information.

4. Eligibility Criteria

Select all that apply, will your input related to the review of the Onshore Pipeline Regulations (OPR)

Have relevant community knowledge or Indigenous knowledge.

Have relevant expert information.

Have information on how the OPR could potentially impact treaty lands, settlement lands or traditional territories or related claims and rights.

Other, please explain below the unique information you will provide.

See Appendix A for more information about the Funding Process.

5. Administrative Information

a) Information about other government sources of funding

The Program has a 'stacking limit', that is, a maximum permitted amount of combined funding from federal, provincial, territorial and municipal governments for participation. Combined funding from governments to a recipient for any eligible activity cannot exceed 100% of eligible expenses. Information provided by a successful applicant in the application and in the Detailed Financial Reports is used to verify that a successful applicant's funding request and Detailed Financial Report conforms to this stacking limit. If the stacking limit is exceeded, the responsible federal department/agency will adjust its level of contribution, and if necessary, seek reimbursement so that the stacking limit is not exceeded.

Has your group or organization applied for funds from any other government source(s) for this initiative?

Yes No

If yes, identify other government source(s) and amount of funding the group or organization has received or will be receiving.

b) Conflict of Interest

To enhance public confidence in the integrity of public office holders and the public service, the government has issued the *Conflict of Interest and Post Employment Code for Public Office Holders*. In order to ensure that safeguards are in place to prevent conflict of interest by former public office holders, applicants for contributions shall provide answers to the contributor on the following questions:

Do you presently employ, in your organization/group/band, a former public office holder who left the federal government in the last twelve months and who was at the senior management level or above while in the public office?

Yes No

If yes, please ask that the employee contact his/her former department to obtain written confirmation that he/she is in compliance with the post-employment provisions of the *Values and Ethics Code for the Public Sector* and the *Policy on Conflict of Interest and Post-Employment*.

c) Funding History with the Impact Assessment Agency of Canada

Have you previously received funding from the Agency?

Yes No

6. Eligible Activities and Expenses

Phase 1: Discussion Paper – Funding available up to \$12,000

Eligible Activities	Eligible Costs	Deliverable
<ul style="list-style-type: none"> Review the CER Discussion Paper on the OPR. Prepare written submission(s) on the Discussion Paper. Coordinate and compile the views of those you represent related to the OPR Discussion Paper (as applicable). This may include meetings, conference calls, or other outreach activities to gather input. Participate in engagement sessions with the CER related to the review (as applicable). 	<p>Incurred between release of Discussion Paper and close of the Phase 1 consultation period (to be announced at a later date).</p> <p>Refer to Appendix C for information on eligible expense categories.</p>	<p>Funding is conditional on the recipient providing input to the CER on the Discussion Paper.</p> <p>If this condition is met any remaining balance of Phase 1 funding may be added to Phase 2.</p>

Do you wish to apply for Phase 1 funding?

Yes, maximum of \$12,000

Yes, other amount less than the \$12,000 maximum please specify: \$_____

No

Do you need an advance for Phase 1?

Yes, maximum 50%

Yes, other amount less than the 50% maximum please specify: _____ %

No

Phase 2: Regulatory Proposal – Funding available up to \$12,000

Eligible Activities	Eligible Costs	Deliverable
<ul style="list-style-type: none"> Review the proposed changes to the OPR. Prepare written submission(s) on the proposed OPR. Coordinate and compile the views of those you represent related to the OPR Discussion Paper (as applicable). This may include meetings, conference calls, or other outreach activities to gather input. Participate in engagement sessions with the CER related to the review (as applicable). 	<p>Incurred between release of the proposed changes to the OPR and close of the Phase 2 consultation period (to be announced at a later date).</p> <p>Refer to Appendix C for information on eligible expense categories.</p>	<p>Funding is conditional on the recipient providing input to the CER on the Regulatory Proposal.</p>

Do you wish to apply for Phase 2 funding?

Yes, maximum of \$12,000

Yes, other amount less than the \$12,000 maximum please specify: \$_____

No, will apply for Phase 2 at a later date

No, will not participate in Phase 2

7. Certification Declaration

I/we hereby certify that the information provided in the attached Policy Dialogue Program Application (the Application) and all supporting documentation is true, accurate and complete. I/we understand that if any information provided in the Application is false or misleading, the Applicant may be denied funding or may be required to reimburse all or part of funding received.

I agree that the information provided in this application is accurate to the best of my knowledge.

Given Name	Family Name	Title	Date: (YYYYMMDD)
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Email your completed application to: opr-rpt@cer-rec.gc.ca

Appendix A – Funding Process

Funding applications are reviewed by the Funding Review Committee to determine eligibility based on sections 3 and 4 of this application form. The Funding Review Committee makes recommendations to the Agency, who makes the final funding award decision.

The amount of funding available per successful applicant will depend on the funding available and the number of groups and/or people being consulted and engaged. While funding is not guaranteed, applicants may still participate in the activities.

The service standard for the application review and decision process is up to 45 days after we receive your application.

The Agency notifies applicants by email of the funding decision. The successful applicants' names and approved funding allocation amounts are made public on the Government of Canada's [Media Room](#) and on the [Agency's website](#) as part of the Government of Canada's efforts of transparency.

Contribution agreement

If you are awarded funding, the IAAC will contact you to finalize a Contribution Agreement and any other documents necessary to complete your file e.g. direct deposit, resolution.

You must sign the contribution agreement before you can access the funds you have been awarded. Eligible expenses will be reimbursed in accordance with the terms of the signed Contribution Agreement.

Direct deposit

The Government of Canada encourages direct deposit, an electronic transfer of funds deposited directly into your bank account, which is faster than cheques. For more information on direct deposit, visit your bank or financial institution, or call toll-free at 1-800-O-Canada (1-800-622-6232). You can also find more information, including a short informative video, at [Public Works and Government Services Canada's](#) website.

Payment

If your funding request is successful, it will be important to keep all invoices and receipts accounting for your approved expenses. You will need these to request payment by completing a detailed financial report. This includes providing supporting invoices and/or receipts for reimbursement of eligible expenses in accordance with signed Contribution Agreement.

Note: you cannot request payment or advance before you sign a Contribution Agreement.

Appendix B – What Needs to be Included in a Resolution

As indicated in Section 3c above, you may be asked to provide a valid signed resolution (corporate or Band Council) or document authorizing the Applicant to act on behalf of their organization for the purpose of this application and, if successful, a Contribution Agreement.

This valid signed resolution should include:

The [Name of the governance body] (e.g. Board of directors, Governing Council, Band Council, etc.):

- Authorize the [Name of the applicant] to enter into a Contribution Agreement with the Impact Assessment Agency;
- Designate the duly authorized signatory(ies) to be [enter name or names here], on behalf of the [Name of the applicant], for the purposes of signing the application for funding, the Contribution Agreement, or any other documents required under the Contribution Agreement; and
- Authorize [enter name or names here] to manage the funds, the expense claim process and to receive the payment cheque in relation to the Contribution Agreement.

Note: *if the signing authority is given to more than one individual, please specify what documents each of the individuals is authorized to sign on behalf of the Applicant and, if more than one individual is designated to sign a specific document, please specify whether one signature would be sufficient or if each of the individuals must always sign.*

Signature block: should include signature(s) and title(s) of authorized signatory(ies) and the date of signature.

Appendix C – Eligible Expense Categories

The following expense categories will be included in the Contribution Agreement.

1) Reporting Costs

a) Staff salaries

The staff salaries category includes salaries and up to 20 percent in benefits of the salary amount requested of the participation coordinator and individuals employed by your organization or your Indigenous community for the purpose of researching and preparing materials related to your organization's or your Indigenous community's participation (e.g. research staff and secretariat services).

b) Administrative costs and office supplies/ telephone charges

The administrative and office supplies/ telephone charges include costs associated with bookkeeping, accounting, and reporting to the Responsible federal organization on deliverables related to your organization's or your Indigenous community's participation in the initiative. As well, this category includes costs related to interfacing with the Responsible federal organization on requests for payments specific to your organization's or your Indigenous community's participation in the initiative.

Any administrative and reporting expenses that do not support your organization's or your Indigenous community's participation in the initiative, including normal bookkeeping and accounting, are not eligible for funding under the Participant Funding Program (the Program).

The costs of office supplies include costs which are important to support your organization's or your Indigenous community's participation in the initiative (e.g. photocopying, postage and telephone charges).

Any operations and maintenance expenses that do not support your organization's or your Indigenous community's participation in the initiative, including normal supplies, are not eligible for funding under the Program.

c) Rental of Office space and meeting rooms

The rental of office space and meeting rooms category includes costs associated with renting an office space, meeting rooms and office equipment that directly relates to your organization's or your Indigenous community's participation in the initiative.

Any operations and maintenance expenses that do not support your organization's or your Indigenous community's participation in the initiative, including normal rent and overhead, are not eligible for funding under the Program.

d) General media advertising and promotion

The general media advertising and promotion covers advertising and publication costs for meetings held by your organization or your Indigenous community specifically for your membership or your members with the purpose of gathering their input and concerns as well as sharing relevant information related to this initiative. Examples of costs covered in this category include posters and newspaper advertisements.

2) Professional services

a) Professional fees

The professional fees category includes the daily rates and expenses for expert advice or assistance on environmental, technical or social issues relevant to the initiative.

b) Legal fees

The legal fees category includes the daily rates and expenses for expert legal advice or assistance directly related to your organization's or your Indigenous community's participation in the initiative.

3) Travel

The travel expense category includes expenses related to travelling and may include transportation, meals, lodging and incidentals. Travel expenses must be reasonable and in accordance with federal government travel directives.

4) Honoraria for Elders and ceremonial offerings

The honoraria for Elders category includes the daily rates associated with your Indigenous community Elders providing Indigenous traditional knowledge or community knowledge relevant to the initiative. The Elders cannot be in receipt of any other salary or direct income for the activity for which an honorarium is claimed.

The ceremonial offering includes relevant costs associated with providing gifts, such as tobacco offered to Elders, in recognition of having provided Indigenous traditional knowledge or community knowledge relevant to the initiative.