



Investment
Agriculture
Foundation
of British Columbia



BRITISH
COLUMBIA

BEE BC PROGRAM



TABLE OF CONTENTS

- 1 PROGRAM OVERVIEW..... 2
- 2 ELIGIBILITY CRITERIA..... 3
 - 2.1 Eligible / Ineligible Activities..... 3
 - 2.2 Eligible / Ineligible Costs..... 4
- 3 APPLICATIONS 5
 - 3.1 Application Process and Deadlines 5
 - 3.2 Application Process and Forms 6
 - 3.3 Application Evaluation Process 6
 - Selection Criteria..... 6
 - Application Evaluation 6
- 4 NOTIFICATIONS & OBLIGATIONS..... 7
 - 4.1 Funding Notifications & Contracts 7
 - 4.2 Program Execution Changes 7
 - 4.3 Expense Reporting 7

February 2020.

© 2020 – Investment Agriculture Foundation. All rights reserved. No part of this guide may be reproduced in any form or by any means, electronic or mechanical, without permission in writing from the B.C. Investment Agriculture Foundation. The Investment Agriculture Foundation does not endorse, recommend or assume any liability for any of the operations or organizations referenced in this document.



1 PROGRAM OVERVIEW

The Bee BC Program will enhance bee health throughout the province of British Columbia. Bee health is important, not only for the production of honey, but also for the contribution that bees make to the pollination of many crop species and to the wider environment.

The four-year \$400,000 provincial program will support small scale regional/community-based projects to research, explore, field-test and share information about best management practices associated with bee health in British Columbia.

The program will enhance bee health related activities and enhance information sharing amongst beekeepers.

The program provides up to \$5,000 of grant funding per project. For this intake, program funding is available to successful applicants from

May 1, 2020 through March 31, 2021. Project activities outside this time frame may be considered where justified and agreed upon in consultation with IAF Program Staff. It is expected that participants will contribute a minimum of 20 percent towards the total cost of the project, in-kind contributions are eligible.

Note: Beekeeping (having an apiary, owning, transporting bees or beehives) is a regulated activity under the Animal Health Act and there are registration requirements. See here for the [Bee Regulations](#) in the Animal Health Act.



2 ELIGIBILITY CRITERIA

The program assists regional or community-based beekeeping associations, beekeepers with permitted hives and or First Nations to undertake small-scale or community-based projects that contribute to the overall health of bees in the province.

To be considered eligible for this Program, applicants must be:

- Regional/community beekeeping associations or groups
- Beekeepers with permitted hives
- Groups of beekeepers with permitted hives
- First Nations / Indigenous Peoples Organizations.

2.1 Eligible / Ineligible Activities

Eligible activities include the research, exploration, field-testing, implementation and sharing of best practices and techniques to promote healthy bee colonies and the implementation of best management practices related to bee disease monitoring, response and treatment.

Note: both *conventional* and *new/innovative* bee health best management practices are eligible.

Examples of eligible activities include:

- The purchasing of a new piece of equipment and implementing it into your bee health strategy
- Implementing a best management practice such as beehive equipment irradiation
- Introducing pollen substitutes and/or supplements into your bee health strategy
- Seeding and planting new bee forage that offers nectar and pollen.

Ineligible activities include projects that are not directly focused on bee health, or the regular or on-going maintenance of bee colonies. Examples of ineligible activities include:

- Regular activities related to commercial honey production
- Business development activities; defined as activities that are directed towards generating income during the life of the project / or after the project completion.
- Marketing, promotional or market development activities
- the purchase of standard equipment to maintain a bee colony

2.2 Eligible / Ineligible Costs

Eligible costs are those that are incurred for researching, exploring and/or field testing a conventional or new management strategy for bee health. Examples of eligible costs include:

- Costs for new equipment, technology that enhance bee health
- Transportation costs of beehive equipment for irradiation
- Costs for pollen substitutes and/or supplements
- Costs for seeding and planting of new bee forage

Communication materials, including social media, require the appropriate funding acknowledgements and approvals prior to the production of the communication material. Items not pre-approved by IAF Communications will not be funded.

For clarification on items not listed above, please contact IAF staff.

The following activities and costs are not eligible for reimbursement. For clarification on items not listed below, please contact program staff.

- Any cost not specifically required for the execution of a project
- Normal costs of establishing or maintaining a bee colony or commercial honey operation, including costs to maintain compliance with requirements of law that pertain to current business operations
- Queen bee rearing as an income generating enterprise
- Beekeeper and/or staff wages, salaries, benefits, stipends, etc.
- Purchase of land, building and facilities
- Lease of land, buildings and facilities
- Financing charges, loan interest payments, bank fees, and charges
- Any cost, including a tax that is eligible for a rebate, credit or refund (including a refundable portion of the Government Sales Tax)
- Gifts and incentives
- Permits and approvals
- Legal fees
- Costs incurred before the approval of the project or after the project completion date
- Costs related to activities that directly influence or lobby any level of government



3 APPLICATIONS

Applicants must schedule project activities within the program funding cycle: May 2020 to March 2021. Project activities outside this time frame may be considered where justified and agreed upon in consultation with IAF Program Staff. Applications will be accepted on an annual basis and are evaluated using a competitive process.

3.1 Application Process and Deadlines

There will be one annual application window; the deadline to apply is **March 13th, 2020**. Incomplete or late applications will not be considered. All applications received by the deadline will be collectively reviewed and evaluated based on merit.

The deadlines for applications for the 2020 – 21 fiscal year are as follows:

- **Application Window: February 17th – March 13th 2020**
- **Application Deadline: March 13th @ 16:30 PST**
- **Project Start Date: May 1st 2020**

3.2 Application Process and Forms

Applications will be evaluated using a competitive process. Please review the material in this guide, especially the evaluation criteria.

During the application window, IAF staff are available for one 30 minute consultation call per applicant. During this call, the Program Staff will review the draft application and provide feedback; to take advantage of this service, please request to book a consultation call through the [Bookings Calendar](#) and prior to the call please ensure you submit your draft application to funding@iafbc.ca. This will allow our programs team the opportunity to review your application prior to your call.

Applicants are encouraged to include only activities that they are confident will be completed on time and within budget limits.

After the application window has closed, the IAF team will meet to review applications and make funding decisions. Rest assured your application will be considered by knowledgeable industry peers.

Note: Only top scoring applications will receive funding and project funding is capped at \$5,000 per project. Incomplete or late applications will not be considered.

Applications will be reviewed and adjudicated in March/April and successful applicants will be notified by the end of April 2020.

3.3 Application Evaluation Process

Selection Criteria

- Projects that clearly demonstrate alignment with the Bee BC Program objective
- Projects with applicant cash contributions
- Projects which include partnerships with local, regional or First Nations governments
- Projects which engage youth

Application Evaluation

All submitted applications will be assessed on the following criteria:

- Eligibility and alignment to program purpose and objectives (40%)
- Strength of the project framework (40%)
- Resources to execute the project effectively (20%)



4 NOTIFICATIONS & OBLIGATIONS

4.1 Funding Notifications & Contracts

If the project is approved, IAF will inform the applicant of the details of the decision and any associated terms and conditions. The applicant then enters into an agreement with IAF which outlines the obligations of each party.

Funding is application and project-specific and must be used for the approved project and related expenses. Funds are non-transferable.

Project activities requiring financial resources cannot commence until the contribution agreement has been signed by both the applicant and IAF.

Communication materials being funded by the program need to be pre-approved by the IAF communications team. **Items not pre-approved by IAF Communications will not be funded.**

Projects funded in the 2020 intake may begin on or after May 1, 2020 and must be completed by March 31st 2021. Exceptions to this timeline may be considered in exceptional circumstances. For clarification please consult IAF Program Staff. No

extension to project terms beyond one year will be considered. If the project is **not** approved, the applicant will receive a written response from IAF.

4.2 Program Execution Changes

Once the contract with IAF is in force, requests for changes to program activities must be made in writing to IAF. IAF must approve the changes for expenses to be deemed eligible.

The funding recipient may have opportunities or situations arise which make it difficult to proceed with a pre-approved project/activity. Should this happen, **immediately contact your IAF program manager.**

4.3 Expense Reporting

Program participants are required to submit a final report to IAF. A template for final reporting will be provided by IAF. The report should include:

- the bee health issue that was tackled
- the best management practice researched, explored and/or field-tested
- results and findings
- recommendations for other beekeepers facing a similar bee health issue.