

**NOVA SCOTIA
HABITAT FUND**

**SPORTFISH
GUIDELINES**

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April 18, 2005

Revised April 14, 2014

NOVA SCOTIA SPORTFISH HABITAT FUND Purpose & Principles

Purpose

To fund a range of projects focusing on the conservation and enhancement of fish habitat and the improvement of access by the public, allowing fuller participation in the fisheries resource of all Nova Scotians.

Principles

- 1 The Nova Scotia Sportfish Habitat Fund (the “Fund”) will be administered by the Nova Scotia Department of Fisheries & Aquaculture and managed in a manner reflecting the objectives and resource priorities for recreational angling as determined by the department.
- 2 The Fund will encourage a range of active partners and stakeholders to financially support and deliver projects focusing on the conservation and enhancement of fish habitat and the improvement of access by the public, thereby increasing appreciation, knowledge and interest in the conservation of fish and fish habitat.
- 3 The Fund will finance eligible projects on a cost shared basis, not normally to exceed 50% of total project cost.
- 4 The anglers of Nova Scotia support the dedication of the revenue derived from the Fund portion of licence fees to the Fund for specific programs to conserve and enhance the fisheries resource for the benefit of future generations.
- 5 The revenue derived from the Fund will be maintained in a separate and dedicated fund, apart from the annual operating budget of the Inland Fisheries Division.

Potential Sources of Funds

- 1 A Nova Scotia Sportfish Habitat Fund fee will be added to the normal licensing fee on all [except seniors] general and salmon fishing licences, with revenues allocated to the Fund. The amount of this fee was initially established at \$5.00 in 2005. This amount is considered a User Fee and subject to annual review by the Department of Finance and under the User Fees and Government Charges which is published each year is available on the Internet at www.gov.ns.ca/finance . The amount of the fee in 2014 is \$5.71.
- 2 Donations, bequests, grants and partnerships will be actively encouraged.

Administration - Terms of Reference

1. The Fund will be administered by the Nova Scotia Department of Fisheries & Aquaculture. Expenditures from the Fund will be completed under the direction of the Minister of Fisheries & Aquaculture (the “Minister”).
2. The Minister will annually report in full on all transactions of the Fund and publish this report in departmental publications and such other means as seen fit.
3. A Fund Advisory Committee (the “Committee”) will be created and charged with reviewing and recommending applications for funding to the Minister. This Committee will be appointed by the Minister in accordance with the following guidelines: a) the Director of Inland Fisheries, who will act as Chair, as an *ex officio* member, b) the Manger, Resource Management or Manager, Enhancement of Inland Fisheries, who will act as Secretary, as an *ex officio* member, and c) six individuals selected from organizations serving on the Minister’s Inland Fisheries Advisory Committee (IFAC).
4. Membership on the Committee will be reviewed by the Minister on an annual basis. Members of the Committee will serve three-year terms, (with the exception of the positions of Chair and Secretary which are designated positions), except initially when two of the members will be elected for one year, two for two years, and two for three years.
5. The Director of Inland Fisheries will be responsible for administering the revenue and projects of the Fund including the preparation of final project and annual program reports.
6. A majority of the Committee, excluding the Chair and Secretary will constitute a quorum.
7. The Committee will evaluate proposals and requests for funding to the Fund. The Committee will recommend acceptance of submitted projects and funding levels in accordance to the terms of reference for the Fund to the Minister.
8. The Committee will study, investigate and report on any matter relating to the Fund when requested by the Minister.
9. The Committee may, upon approval of Minister, initiate additional fund raising activities for the Fund.
10. The Committee will report to the Minister on any and all matters relating to the Fund.
11. The Committee will submit an annual report to the Minister on the activities of the Fund.
12. No member of the Committee will be paid from the Fund for traveling or out-of-pocket expenses incurred as a member of the Committee while discharging their duties on behalf of the Fund.
13. The Committee will meet at least two (2) times per year in respect to Fund business, unless otherwise directed by the Minister.
14. Each year the committee agrees the Fund will set aside 15% or \$50,000 (whichever is less) from the revenue generated from contributing fishing licence sales to provide for administrative, technical and management support costs borne by the member organization that has taken on the responsibility of managing the Adopt-a-Stream program on behalf of the Department.

Submission Guidelines

The Nova Scotia Sportfish Habitat Fund was established by the Nova Scotia Department of Agriculture and Fisheries (currently Department of Fisheries and Aquaculture) to assist the funding of programs for the conservation and enhancement of fish habitat and the improvement of access to the resource, for all Nova Scotians. The principle source of money for the Fund is from the mandatory purchase of the Nova Scotia Sportfish Habitat Fund fee attached to all general and salmon fishing licences [except seniors]. The Fund is administered by the Department through an Advisory Committee composed of representatives selected by the Minister from organizations represented on the Minister's Inland Fisheries Advisory Committee.

Objectives and Project Selection

The Nova Scotia Sportfish Habitat Fund's goal is to conserve and enhance fisheries habitat throughout the Province and to develop infrastructure to improve access to the resource. The Fund is organized under two basic objectives: Conservation and Enhancement. Each objective has a set of priority funding activities. Projects in all categories will be selected on the basis of individual merit, the level of support from other partners, and their relevance to the management activities of the Department through the Inland Fisheries Division. The Fund will fund projects on a cost shared basis not normally to exceed 50% of total project cost. In the event that projects are judged to be of equal merit, the project that has the greatest level of support from other partners will be favoured in the Committee's recommendations.