**CHIMNEY SWIFT CHIMNEY RESTORATION FUND APPLICATION FORM**

**INSTRUCTIONS:** Read the [Chimney Swift Chimney Restoration Fund Application Guidelines](https://www.birdscanada.org/about-us/funding-opportunities/chimney-swift-fund-application-guidelines/) before completing this form. Answer all relevant questions below (adjust spacing of each section as needed) and send your completed form along with the required supporting material by email to the coordinator of the Fund, Véronique Connolly (vconnolly@birdscanada.org). **If you do not receive a confirmation of receipt within three working days of submitting your application, please contact** **the coordinator again.**

**Section 1. Applicant information**

|  |  |  |  |
| --- | --- | --- | --- |
| Full name: |  | | |
| Organization name (if applicable): |  | | |
| Street address: |  | | |
| City: |  | | |
| Province: |  | Postal code: |  |
| Telephone: |  | | |
| Email: |  | | |

**Section 2. Property information**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Are you the property owner?** Yes \_\_\_ No \_\_\_  **If not, please provide the requested information about the owner below:**  (If you are acting on behalf of a third party, you will also need to supply a letter signed by the owner indicating that you have the authority to coordinate the repair work) | | | | | | | | |
| Owner’s full name: | |  | | | | | | |
| Street address: | |  | | | | | | |
| City: | |  | | | | | | |
| Province: | |  | | Postal code: | |  | | |
| Telephone: | |  | | | | | | |
| Email: | |  | | | | | | |
| **Property address for which the application is being made:** | | | | | | | | |
| Street address: | |  | | | | | | |
| City: | |  | | | | Province: | |  |
| Postal code: | |  | Geographic coordinates: | | |  | | |
| **On what type of building is located the structure to be repaired?** | | | | | | | | |
| Residential \_\_\_ | Commercial \_\_\_ | | Office/Public \_\_\_ | | Educational \_\_\_ | | Religious \_\_\_ | |
| Agricultural \_\_\_ | Industrial \_\_\_ | | Other (specify): | | | | | |

**Section 3. Use of the structure by Chimney Swifts**

(If you are unsure about the answers to the questions in this section, please contact Véronique Connolly at [vconnolly@birdscanada.org](mailto:vconnolly@birdscanada.org))

|  |
| --- |
| **Has the structure to be repaired been used by Chimney Swifts as a nest site or roost, or both?**  Nest site \_\_\_ Roost \_\_\_ Both \_\_\_ ☐ Unknown |
| **Has the use of the structure by Chimney Swifts been monitored through a regional/provincial initiative (e.g., SwiftWatch, Quebec Chimney Swift Roost Survey)?** Yes \_\_\_ No \_\_\_ ☐ Unknown  If yes, specify which one: |
| **How long has the structure been used by Chimney Swifts?** \_\_\_\_year(s) ☐ Unknown |
| **What year was the structure last used by Chimney Swifts?** \_\_\_\_\_\_ ☐ Unknown |
| **What is the maximum number of Chimney Swifts ever recorded using the structure?**  \_\_\_\_\_ ☐ Unknown |
| **How close is the structure to another known roost?** \_\_\_\_\_km☐ Unknown |
| **How close is the structure to another known nesting site?** \_\_\_\_\_km ☐ Unknown |
| **Comments**: |

**Section 4. Project Description**

|  |
| --- |
| **Briefly describe the proposed repair work, listing each step involved and the approximate start and completion dates:** |
| Proposed repair work:  Steps:  Approximate start date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Approximate completion date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Urgency of the repair work:** how soon should the repair work be conducted?  ☐ This year ☐ It could be postponed to next year |

**Section 5. Project cost**

|  |  |
| --- | --- |
| **Provide a detailed breakdown of the estimated total project cost:** | |
| Evaluation fees(e.g., repair company, architect, engineer) | $ |
| Materials | $ |
| Labour costs | $ |
| Other (specify): | $ |
| Other (specify): | $ |
| Other (specify): | $ |
| **Total** | $ |
| **Amount Requested** (the maximum ask cannot exceed 50% of the total anticipated project costs)**:**  $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
| **Please provide proof of matching funds to complete this project and their source** (personal funds or additional grants from municipal or provincial government or conservation group):  $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Source: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |

**Additional documents**

Please include the following with your application:

* A letter from the property owner if you are acting on behalf of a third party
* The estimate/quote from the company conducting the repair work
* 2-3 photos of the structure showing the damage to be repaired
* Copies of plans, drawings, or illustrations relating to the proposed repair work (if available)
* Copies of all required permits for repair work to occur (if available)
* Letter of support from a conservation organisation (optional)

Please check box:

☐ **In submitting this application form to the Chimney Swift Chimney Restoration Fund I/we hereby certify that the information provided is accurate. I/We also understand that, by submitting this form, I am/we are authorizing Birds Canada to share the information contained herein with partners**.