



## Department of Economic Development and Transportation SEAL AND FUR PROGRAMS POLICY

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### **POLICY STATEMENT**

The Government of Nunavut supports the development of the sealing and fur sectors within the territory that maximizes economic and cultural benefits to Nunavummiut while maintaining principles of sustainable and ethical resource use.

The **Seal and Fur Programs Policy** provides financial support for projects related to seals, sealing, fur, and access to fair-priced Nunavut harvested commercially tanned sealskins to Nunavummiut. These programs intend to support Nunavut's sealing and fur economies, including crafters and designers.

The Department of Economic Development and Transportation is committed to a grants and contributions approval process that is; accountable, accessible, fair, transparent, and reflects community needs.

### **PRINCIPLES**

This policy is guided by the following Inuit Societal Values:

- Avatittinnik Kamatsiarniq – showing respect and care for the land, animals, and the importance of Environmental Stewardship. The Government of Nunavut is committed to supporting Nunavummiut in a sustainable relationship with sealskins, fur, and harvesting activities.
- Piliriqatigiinniq/ Ikajuqtigiinniq - working together towards a common cause. The Government of Nunavut is committed to supporting sealskin and harvesting activities that enhance traditional livelihoods and contribute to the economy.
- Qanuqturniq – being innovative and resourceful. The Government of Nunavut will assist with shipping and marketing sealskins so that they remain competitive in Canadian and international marketplaces.

### **APPLICATION**

This policy applies to individuals, societies, businesses, and organizations involved in activities that support the traditional sealing and fur economy in Nunavut.

## DEFINITIONS

Applicant – an individual or business who submits a completed application under this Policy.

Audit - The examination and verification of records and reporting thereon.

Contribution - A conditional transfer payment made to a recipient from whom the Government will not receive goods or services. Contribution payments are conditional on performance or achievement and are subject to audit or other financial reporting requirements.

Department - The Nunavut Department of Economic Development and Transportation.

Designated Marketing Agent - An agency as designated by the Deputy Minister. Such agencies may be, but are not limited to: retailers, manufacturers, and/or organizations that have a vested interest in the sale of sealskins back to Nunavummiut.

Dressed - Commercially tanned and/or dyed sealskins.

Fur – The cleaned and dried skin of a furbearer. Does not include seal, ungulates, domestic animals or any other species not listed in this policy or schedules to this policy.

Furbearer – Any mammal species traditionally trapped or hunted for their fur. The species eligible for purchase under this program may include squirrels, beaver, fox, wolf, coyote, ermine, weasels, least weasels, mink, wolverine, otter, marten, fisher, lynx, muskrat and bears.

Fur Tracking System (FTS) – The computerized data management system used to administer the Fur Assessment and Advance Program and Sealskin Purchase Program, through which payments, advances, and/or export certificates are issued, and furs, shipments and harvester information is recorded and tracked. The FTS is setup to account for factors that may determine the advance amount or purchase amount of a fur or sealskin, including markets, export restrictions, quality, size, and handling.

Grant - A transfer payment made to a recipient from whom the Government will not receive goods or services. A grant is a payment without a financial accountability requirement. An achievement report or other non-financial accountability requirements may be required.

Harvester - A person who harvests, as the activity is defined in the *Wildlife Act*.

Nunavut Inuk - Any individual who enrolled under Article 35 of the *Nunavut Agreement (NA)*.

Resident of Nunavut - A Canadian citizen or landed resident who has been living in Nunavut for at least twelve months.

Sealskin - The skin of any species of seal harvested in Nunavut.

## **ROLES AND RESPONSIBILITIES**

### Minister

The Minister of Economic Development and Transportation

- Is accountable to the Executive Council for the implementation of this policy.
- Shall approve program provisions including, where applicable, the variation of accountability requirements for specific contributions.

### Deputy Minister

The Deputy Minister of Economic Development and Transportation:

- Is responsible to the Minister for the administration of this policy, including final approval on the awarding of all grants and contributions.
- Establishes procedures and criteria for the allocation of funds under this policy. This will include guidelines that address:
  - i. Application requirements and processes;
  - ii. Evaluation and approval criteria; and
  - iii. Terms and Conditions.
- May, through a letter of instruction, delegate authority to establish procedures and criteria for the allocations of funds under this policy to a senior official.

### Director

The Director of Fisheries and Sealing:

- Is responsible for overseeing and ensuring compliance with the terms of the policy.
- May, after being delegated through a letter of instruction by the Deputy Minister, establish procedures and criteria for the allocation of funds under this policy.

## **AUTHORITY AND ACCOUNTABILITY**

### Executive Council

The Executive Council shall approve program provisions and any exceptions to this policy.

### Financial Management Board

The Financial Management Board approves an annual budget for contributions specified within this policy.

## **PROVISIONS**

### Eligibility

- i. This policy applies to individuals, societies, businesses, and organizations within and outside of Nunavut that have an interest in the Nunavut sealing and fur industry, as further detailed in the schedules to this policy;
- ii. Potential recipients must file a complete application form with the Department. (application forms vary by program);
- iii. Preference will be given to individuals, societies, and organizations that direct their efforts in support of the traditional sealing and fur economies of Nunavut.

### Nunavut Agreement

Nothing in this policy shall be construed as to limit the authority of the NA. The Agreement shall take precedence over this policy.

### Financial Resources

- Financial resources required under this policy are conditional on approval by the Legislative Assembly and on the availability of funds in the appropriate budget.
- All relevant provisions contained in the *Financial Administration Act (FAA)* and the *Financial Administration Manual (FAM)* shall apply to the administration of all grants and contributions issued under this policy.
- Prior to issuing payment, the recipients of a contribution shall sign a Contribution Agreement, which contains project goals and objectives, guidelines for allowable expenditures, completion timeframe, and financial reporting and accounting requirements.
- Eligibility for funding under this policy does not guarantee approval for financial assistance.

- Funding in one fiscal year does not guarantee funding in subsequent years.
- Grants and contributions made may be less than the amount requested or outlined in the schedules and guidelines.
- Recipients of contributions must grant the Government of Nunavut the right to conduct an audit of activities supported under this program, even though an audit may not always be undertaken.

### General Conditions

- This policy and related programs shall be governed by and interpreted in accordance with the existing policies and laws of the Territory of Nunavut.
- The Government of Nunavut may terminate, suspend, or reduce the scope of grants and contributions made under this policy if the recipient fails to comply with the terms and conditions of the policy.
- The Government of Nunavut shall not be liable for and shall be saved harmless against all losses, costs, charges, damages, expenses, personal losses, injury, or death etc. from application and/or recipients of grants or contributions from this policy.
- The Government of Nunavut retains the right to use project details for communications, reporting and marketing purposes.
- Detailed conditions contained in the program schedules appended to this policy statement shall apply.

### **APPEAL**

When applicable, an applicant for a grant or contribution has the right to appeal to the Deputy Minister of Economic Development and Transportation regarding the assessment and decision on their application for funding.

Appeals for grants or contributions must be made within thirty (30) days of the Applicant receiving the decision on their application.

The onus is on the Applicant to demonstrate that this policy was incorrectly applied in the review of the application and the decision to deny funding, or in cases where additional information exists the onus is on the Applicant to provide the additional information promptly and completely.

The decision of the Deputy Minister of Economic Development and Transportation shall be final.

## **FINANCIAL RESOURCES**

Financial resources required under this policy are conditional on approval by the Legislative Assembly and on the availability of funds in the appropriate budget. Contributions funded by the Government of Canada through third-party transfers are subject to available funding and the terms and conditions imposed on the transfer of funds.

## **PREROGATIVE OF THE EXECUTIVE COUNCIL**

Nothing in this directive shall in any way be construed to limit the prerogative of the Executive Council to make decisions or take actions respecting grants and contributions of the Department outside the provisions of this policy.

## **SUNSET CLAUSE**

This policy remains in effect from the date of approval until March 31, 2025. The department will initiate a review of this policy no later than 2026.

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## SCHEDULES

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## **Schedule A**

### **DRESSED SEALSKINS FOR NUNAVUMMIUT PROGRAM**

#### **Purpose**

This program encourages the use of Nunavut sealskins for the value-added sealskin industry. The program provides Nunavut harvested dressed and/or dyed sealskins to Nunavummiut at costprice to ensure equal and easy access to sealskins for all Nunavummiut. The program acquires its seal skins exclusively from Department of Environment's *Sealskin Purchasing Program* which provides financial compensation to harvesters for quality sealskins.

#### **Eligibility**

This program is available to all residents, registered businesses, associations, societies, and organizations in Nunavut.

Preference may be given to programs and activities that support the arts and crafts community as well as the seal harvesting economy of Nunavut.

This program is only available for dressed sealskins.

#### **Review**

Customers may purchase dressed sealskin(s) from the Department, or a designated marketing agent, on a first come, first served basis.

This program may be administered by a designated marketing agent whereby orders may be placed through the designated marketing agent directly. The purchase of sealskins through a designated marketing agent is the sole responsibility of the purchaser.

The number of sealskins that may be purchased is subject to availability.

The designated marketing agents may sell sealskins purchased through this program at a maximum increase of 15% of the purchase price.

#### **Accountability**

The Department will submit an annual report on the administration of this program to the Minister.



## **Amount**

Price per dressed sealskin is based on the size and quality of the sealskin, as well as the costs incurred to ship and process the sealskin.

The maximum amount available through this program per fiscal year is \$100,000.

## **Payment**

Payment must be made by credit card, cheque, money order, or bank transfer. Refunds are not available once an invoice has been generated. Orders and shipping times are subject to availability.

The Department reserves the right to hold or suspend orders if there is a balance owing from previous orders.

Purchasers who do not have a valid Nunavut Business License will be required to pay for their orders in advance. Purchasers with a valid license will be invoiced and have 30 business days to make the payment to the Department.

## **Donations**

The Department will retain 5% of the total number of sealskins per fiscal year for the purpose of donations through the Sealskin Donations Grants-In-Kind Program (Schedule C) to not-for-profit organizations or for special events as decided upon by the Deputy Minister of the Department.

## **Term**

Contributions are made annually, with a reporting period from April 1 to March 31 of each fiscal year.

## **Schedule B**

### **SEALSKIN DONATIONS GRANTS-IN-KIND PROGRAM**

#### **Purpose**

This program donates sealskin pelts to not-for-profit organizations or for special events as decided upon by the Deputy Minister of the Department.

#### **Eligibility**

This program is available to individuals, registered businesses, societies, organizations, and community groups, as well as, government agencies, and academic institutions interested in donated sealskins.

Preference will be given to applicants whose activities will have a positive and demonstrable impact on Nunavut's sealing industry.

#### **Supporting Data**

A completed application form and a detailed proposal are submitted to the Department, which includes a description of how donated sealskins will be used to have a positive and demonstrable impact on Nunavut's sealing industry.

#### **Review**

Applications will be evaluated by the Director of Fisheries and Sealing based on the needs of the sector, the mandate and strategic priorities of the Department, current economic factors, and alignments with other GN strategies and action plans.

#### **Accountability**

The Department will submit an annual report on the administration of this program to the Minister.

#### **Amount**

This program is subject to sealskin pelt availability. The Department will donate 5% of the total number of sealskins per fiscal year.

#### **Payment**

Payment will be in the form of a sealskin pelts.

#### **Term**

Grants-in-kind are made on a first come, first served basis, with a reporting period from April 1 to March 31 of each fiscal year.

## **Schedule C**

### **SEAL AND FUR CONTRIBUTIONS PROGRAM**

#### **Purpose**

This program provides financial assistance to individuals, organizations, businesses, or societies who wish to undertake projects and/or activities that support the promotion, advocacy, research, development and diversification of Nunavut's sealing and fur sectors.

#### **Eligibility**

This program is available to individuals, registered businesses, societies, organizations, and community groups, as well as, government agencies, and academic institutions interested in delivering seal and fur related projects in Nunavut.

Preference will be given to applicants whose activities will have a positive and demonstrable impact on Nunavut's sealing and fur industries.

#### **Supporting Data**

A completed application form and a detailed proposal are submitted to the Department, which includes a description of the project, an outline of proposed objectives, the proposed budget, and a timeline for the completion of the project.

Applications must demonstrate that the applicant meets the minimum standards and eligibility requirements set out in this schedule for financial assistance.

#### **Review**

Applications will be evaluated based on the needs of the sector, the mandate and strategic priorities of the Department, current economic factors, and alignments with other GN strategies and action plans.

#### **Accountability**

Recipients must submit a report to the Department within 60 days of the end of the project or the Government of Nunavut's fiscal year-end that includes the following:

- i. A complete project activity report, including: a summary of the background and rationale for undertaking the work, a list of objectives and results achieved, and a summary of conclusions and recommendations.
- ii. Information on any other project deliverables agreed to in the contribution agreement.
- iii. A complete and accurate financial summary (for contributions only), including itemized copies of receipts and invoices, and a spreadsheet summary outlining spending for all eligible project expenses, un-audited financial statements,

schedule of revenues and expenditures.

### **Amount**

This program is subject to financial availability.

Contribution amounts are made on a first come, first served basis and are contingent upon the project proposed and how well it meets the eligibility and review criteria outlined in this policy, the needs of other applications, and strategic annual planning needs.

- The total maximum amount available for contributions is \$150,000 per fiscal year.

### **Payment**

Payment can be in the form of a financial contribution or in the form of a sealskin or fur product(s). Sealskin or fur product(s) will be outlined in the applicant's budget and assigned a value based on Department of Environment's Fur Tracking System.

Payment in the form of a contribution will be made upon execution of a contribution agreement between the Minister of Economic Development and Transportation and the successful recipient.

Contributions will be paid in instalments, unless otherwise determined in the contribution agreement.

Grants will be paid in one lump sum.

### **Term**

Contributions are one-time only and made annually, with a reporting period from April 1 to March 31 of each fiscal year. Multi-year projects are subject to an appropriate budget being approved by the Legislative Assembly.

## **Schedule D**

### **SEAL AND FUR GRANT PROGRAM**

#### **Purpose**

This program provides grants to individuals, organizations, businesses, or societies who wish to undertake projects and/or activities that support the promotion, advocacy, research, development and diversification of Nunavut's sealing and fur sectors.

#### **Eligibility**

This program is available to individuals, registered businesses, societies, organizations, and community groups, as well as, government agencies, and academic institutions interested in delivering seal and fur related projects in Nunavut.

Preference will be given to applicants whose activities will have a positive and demonstrable impact on Nunavut's sealing and fur industries.

#### **Supporting Data**

A completed application form and a detailed proposal are submitted to the Department, which includes a description of the project, an outline of proposed objectives, the proposed budget, and a timeline for the completion of the project.

Applications must demonstrate that the applicant meets the minimum standards and eligibility requirements set out in this schedule for financial assistance.

#### **Review**

Applications will be evaluated based on the needs of the sector, the mandate and strategic priorities of the Department, current economic factors, and alignments with other GN strategies and action plans.

#### **Accountability**

Recipients are required to submit a final achievement report when the project is completed, outlining the benefits achieved compared to the expectations indicated in the proposal. Eligibility for future grants is contingent upon receipt of this report within 90 days of the end of the project or the Government of Nunavut's fiscal year.

#### **Amount**

This program is subject to financial availability. The maximum amount that can be awarded is \$10,000.

**Payment**

One lump-sum payment will be issued.

**Term**

Grants are awarded once per fiscal year, with a reporting period from April 01 to March 31 of each fiscal year.