

# Community Resiliency Investment Program

## 2021 FireSmart Economic Recovery Fund

### Program & Application Guide

#### 1. Introduction

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The [Community Resiliency Investment](#) (CRI) program was announced by the provincial government in 2018 and is intended to reduce the risk of wildfires and mitigate their impacts on BC communities. As of January 2021, CRI includes three streams:

Stream 1: FireSmart Community Funding & Supports, administered by the Union of BC Municipalities (UBCM).

Stream 2: Crown Land Wildfire Risk Reduction, administered by the Ministry of Forests, Lands, Natural Resource Operations & Rural Development.

Stream 3: FireSmart Economic Recovery Fund, administered by UBCM.

#### FireSmart Economic Recovery Fund

The intent of the FireSmart Economic Recovery Fund is to support immediate job creation in order to build local wildfire resiliency and assist communities in recovering from the economic impacts of the COVID-19 pandemic. The Ministry of Forests, Lands, Natural Resource Operations and Rural Development has provided \$10 million for this funding stream.

#### 2. Eligible Applicants

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Eligible applicants are:

- Local governments (municipalities or regional districts) in BC
- First Nations (bands, Treaty First Nations and Indigenous National Governments with authority for lands and resources) in BC
- Legally incorporated society-run fire departments in BC that are in good standing
- Improvement Districts that operate a fire protection service in BC

Eligible applicants can submit one application per intake, including regional applications or participation as a partnering applicant in a regional application.

#### 3. Grant Maximum

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The FireSmart Economic Recovery Fund can contribute a maximum of 100% of the cost of eligible activities to a maximum of \$150,000.

As noted in Section 4, the maximum funding for regional projects is \$500,000.

In order to ensure transparency and accountability in the expenditure of public funds, all other financial contributions for eligible portions of the project must be declared and, depending on the total value, may decrease the value of the grant. This includes any other grant funding and any revenue (e.g. sale of forest products) that is generated from activities that are funded by the FireSmart Economic Recovery Fund.

## 4. Eligible Projects

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To qualify for funding, applicants must demonstrate the extent to which proposed project(s) will support immediate job creation in order to build local wildfire resiliency and assist communities in recovering from the economic impacts of the COVID-19 pandemic.

### Regional Projects

Funding requests from two or more eligible applicants for regional projects may be submitted as a single application for eligible, collaborative projects. In this case, the maximum funding available would be based on the number of eligible applicants included in the application. It is expected that regional projects will demonstrate cost-efficiencies in the total grant request.

The primary applicant submitting the application for a regional project is required to submit a resolution or motion as outlined in Section 7 of this guide. Each partnering applicant is required to submit a resolution or motion that clearly states their approval for the primary applicant to apply for, receive, and manage the grant funding on their behalf.

The total funding request for regional projects cannot exceed \$500,000.

## 5. Requirements for Funding

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To qualify for funding, projects must:

- For in-person activities, meetings or events, meet physical distancing and other public health guidance in relation to COVID-19.
- Comply with all applicable privacy legislation under the *Freedom of Information and Protection of Privacy Act* in relation to the collection, use, or disclosure of personal information while conducting funded activities. Personal information is any recorded information about an identifiable individual other than their business contact information. This includes information that can be used to identify an individual through association or inference.
- Meet all WorkSafe BC requirements and regulations, be completed by a qualified professional that is accredited by their professional association, and/or a trained and certified contractor.
- Not include activities that have been funded under the FireSmart Community Funding & Supports program, or other funding programs.
- Be a new project (retroactive funding is not available).
- Be capable of completion by the applicant within one year from the date of grant approval.

Applicants are encouraged to engage with a BC Wildfire Service Wildfire Prevention Officer or First Nations' Emergency Services Society Fuel Management Specialist to discuss proposed FireSmart and fuel management activities and opportunities for integration of planning and implementing fuel management activities on provincial Crown lands.

## 6. Eligible & Ineligible Costs & Activities

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### Eligible Costs & Activities

Eligible costs are direct costs that are approved by the Evaluation Committee, properly and reasonably incurred, and paid by the applicant to carry out eligible activities. Eligible costs can only be incurred from the date of application submission until the final report is submitted.

Table 1 identifies the activities that are eligible for funding. Eligible activities must be cost-effective.

Please note that all [FireSmart Home Ignition Zone Assessments](#) must be conducted by a qualified Local FireSmart Representative (LFR) or Wildfire Mitigation Specialist (WMS).

<b>Table 1: Activities Eligible for Funding</b>
<p><b>1. JOB CREATION FOR FIRESMART PROJECTS &amp; FUEL MANAGEMENT DEMONSTRATION</b></p> <p><i>To be eligible for funding, activities in this category must result in the creation of new employment (i.e. new position(s) or increased hours for an existing part-time position(s)) and lead to one or more of the following outcomes.</i></p>
<p><b>A. FireSmart projects for residential areas:</b></p> <ul style="list-style-type: none"> <li>• Completion of <a href="#">FireSmart Home Ignition Zone Assessment Score</a> Card by a qualified LFR or WMS</li> <li>• Completion of recommended mitigation activities identified in the score card, limited to labour costs required to complete activities outlined in Table 2 (see Appendix 2) for: <ul style="list-style-type: none"> <li>○ Residential homes and properties owned by seniors (65 years of age or older), elders, people with limited mobility or vulnerable populations who cannot undertake mitigation activities themselves</li> <li>○ Band owned housing occupied by elders, people with limited mobility or vulnerable populations and who cannot undertake mitigation activities themselves</li> </ul> </li> <li>• Completion of a secondary <a href="#">FireSmart Home Ignition Zone Assessment Score Card</a> after mitigation work is completed (required)</li> </ul>
<p><b>B. FireSmart projects for farms and ranches</b></p> <ul style="list-style-type: none"> <li>• Completion of <a href="#">Farm/Ranch Wildfire Plan Workbook</a> (it is recommended that this be completed with a qualified LFR, but not required)</li> <li>• Completion of recommended mitigation activities identified in the workbook, limited to labour costs required to complete activities outlined in Table 2 (see Appendix 2) for: <ul style="list-style-type: none"> <li>○ Farms or ranches owned by seniors (65 years of age or older), elders, people with limited mobility, or vulnerable populations who cannot undertake mitigation activities themselves</li> </ul> </li> </ul>
<p><b>C. FireSmart projects for community assets:</b></p> <p><i>The maximum funding request for building <u>materials and labour</u> is \$50,000 per eligible structure</i></p> <ul style="list-style-type: none"> <li>• Completion of <a href="#">FireSmart Home Ignition Zone Assessment Score Card</a> or <a href="#">FireSmart Critical Infrastructure Assessment</a> by a qualified LFR or WMS</li> <li>• Completion of recommended mitigation activities identified in the assessment, limited to labour and material costs required to complete activities outlined in Table 3 (see Appendix 3) for: <ul style="list-style-type: none"> <li>○ Buildings or properties owned by legally incorporated society-run fire departments, local non-profit groups or community associations that are currently designated as critical to support effective emergency response to a wildfire event. This includes structures designated as Emergency Operations Centres or Emergency Support Services facilities (i.e. reception centres, group lodging locations for evacuees).</li> </ul> </li> <li>• Completion of a secondary <a href="#">FireSmart Home Ignition Zone Assessment Score Card</a> or <a href="#">FireSmart Critical Infrastructure Assessment</a> after mitigation work is completed (required)</li> </ul>

#### **D. FireSmart projects for critical infrastructure:**

*The maximum funding request for building materials and labour is \$50,000 per eligible structure.*

- Completion of [FireSmart Critical Infrastructure Assessment](#) by a qualified LFR or WMS.
- Completion of recommended mitigation activities identified in the assessment, limited to labour and material costs required to complete activities outlined in Table 3 (see Appendix 3) for:
  - First Nations owned buildings or publicly owned buildings that are currently designated as critical to support effective emergency response to a wildfire event. This includes structures designated as Emergency Operations Centres or Emergency Support Services facilities (i.e. reception centres, group lodging locations for evacuees), water pump stations, communications towers, and electrical generating stations, but does not include all critical infrastructure identified through the Local Authority Emergency Plan.
- Completion of a secondary [FireSmart Critical Infrastructure Assessment](#) after mitigation work is completed (required).

#### **E. Fuel management demonstration projects**

*All fuel management demonstration projects are required to have a completed prescription, include educational signage and meet the requirements of funding identified in Appendix 4.*

- Completion of Fuel management prescriptions consistent with [BC Wildfire Service 2020 Fuel Management Prescription Guidance Document](#)
- Completion of recommended fuel management activities, limited to:
  - Local government land, First Nations land or Provincial Crown land
  - Locations that are visible and accessible to community members
  - Projects with rationale for project location (i.e. number of visitors)
  - Parcels no more than 5 ha

### **2. JOB CREATION FOR SUSTAINED WILDFIRE RESILIENCY**

*To be eligible for funding, activities in this category must result in the creation of new employment (i.e. new position(s) or increased hours for an existing part-time position(s)) and lead to the development of local, sustained capacity for wildfire resiliency.*

- [FireSmart Program Coordinator](#): coordinate home assessments, establish FireSmart educational outreach program, coordinate FireSmart projects, oversee reporting and information sharing, etc.
- [Community FireSmart Resiliency Committee](#) Coordinator: administration of CFRC meetings, minutes and agendas, determining topics, setting meetings and furthering action items for the Committee, sharing information with the BC FireSmart Committee, etc.
- Qualified Local FireSmart Representative: conducting Home Ignition Zone Assessments, conducting Critical Infrastructure Assessments, facilitating Farm and Ranch Workbook preparation, delivering champion workshops, assisting neighbourhoods in working towards FireSmart Canada Neighbourhood Recognition, etc.
- Summer, co-op students or youth: FireSmart education projects (door knocking, pamphlets, events, etc.)
- Neighbourhood champions undertaking activities required for FireSmart Canada Neighbourhood Recognition: coordinating FireSmart activities, delivering workshops and

education presentations, completing and submitting the FireSmart Canada Neighbourhood Recognition Program application

### 3. SKILLS DEVELOPMENT THAT LEADS TO EMPLOYMENT

*To be eligible for funding, activities in this category must result in the creation of new employment (i.e. new position(s) or increased hours for an existing part-time position(s)) as identified above by providing skills development and training that leads immediate employment.*

- Delivery of training including instructor costs, travel, tuition and course fees
- LFR training in order to undertake FireSmart assessments for FireSmart projects
- Training, including training specific to youth, to support FireSmart projects and fuel management demonstration projects:
  - Basic first aid (Level 1 with transportation endorsement if required)
  - Basic Power Saw Safety
  - Danger Tree Assessment Certification
  - Project Management for Operational Project implementation, monitoring and reporting.
  - Basic FireSmart Landscaping (i.e. how to plant, identify plants, maintain, etc.)
  - Archeological site identification

The following expenditures are also eligible provided that they relate directly to the eligible activities identified in Table 1:

- Incremental applicant staff and administration costs (i.e. creating a new position or adding new responsibilities to an existing position).
- Consultant costs
- Purchasing FireSmart supplies and equipment required for FireSmart projects or fuel management demonstration projects (hand saws, brush saws, loppers, forestry measuring tapes to gauge zone distance, gloves, ladders, personal protective equipment, sanitation supplies, basic first aid supplies, etc.). Note this is limited to no more than \$3,000 of the total grant request.
- Public information costs

#### **Ineligible Costs & Activities**

Any activity that is not outlined above or is not directly connected to activities approved in the application by the Evaluation Committee is not eligible for grant funding. This includes:

- Purchase of chainsaws, structural protection equipment, major capital items, major fire apparatus or vehicles
- Routine or ongoing operating costs (i.e. heating and lighting; security; software subscriptions or other subscription fees)
- Use of a fire department during an emergency
- Training offered through the [Provincial Emergency Management Training Program](#)
- Major capital improvements or renovations to existing facilities and/or construction of new, permanent facilities, outside of FireSmart projects identified in Table 1
- Costs related to developing or submitting the application package

## 7. Application Requirements & Process

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### Application Deadline

The application deadline is **March 19, 2021**. Applicants will be advised of the status of their application within 90 days of the application deadline.

### Required Application Contents

All applicants are required to submit:

- Completed Application Form.
- Detailed budget for each component identified in the application. This must clearly identify the funding request, applicant contribution, and/or other grant funding.
- For FireSmart projects for community assets only: evidence that building is owned by a legally incorporated society-run fire department, local non-profit group, or community association.
- For fuel management demonstration projects only: PDF map and Google Earth compatible KML file, at appropriate scale, outlining the location, proposed treatments units, and if not phased, the signed and sealed prescription.
- For regional projects only: resolution or motion from each partnering applicant that clearly states their approval for the primary applicant to apply for, receive and manage the grant funding on their behalf.

<b>Resolutions or motions from partnering applicants must include the language above</b>
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If the applicant is a local government, First Nation or improvement district, the following must also be submitted:

- Local government Council or Board resolution, Band Council resolution, Treaty First Nation resolution, or improvement district Trustee resolution, indicating support for the current proposed activities and willingness to provide overall grant management

If the applicant is a legally incorporated society-run fire department, they must also submit:

- Board of Directors motion indicating support for the current proposed activities and willingness to provide overall grant management
- Current Certificate of Good Standing

### Submission of Applications

Applications should be submitted as Word or PDF files. If you choose to submit your application by e-mail, hard copies do not need to follow.

All applications should be submitted to:

Local Government Program Services, Union of BC Municipalities

E-mail: [cri@ubcm.ca](mailto:cri@ubcm.ca)

Mail: 525 Government Street, Victoria, BC, V8V 0A8

### Review of Applications

UBCM will perform a preliminary review of applications to ensure the required application elements have been submitted and to ensure that basic eligibility criteria have been met. Only complete application packages will be reviewed.

Following this, the Evaluation Committee will assess and score all eligible applications. Higher application review scores will be given to projects that:

- Meet the intent of the FireSmart Economic Recovery Fund by clearly demonstrating:
  - Immediate job creation, including estimates of the per person days per project.
  - Increased and sustainable local wildfire resiliency.
  - Local recovery from the economic impacts of the COVID-19 pandemic.
- Demonstrate longer-term capacity building.
- Demonstrate rationale for proposed activities.
- Are outcomes-based, sustainable, and include performance measures.
- Include collaboration with one or more partners (e.g. community or resident organization, First Nation or Indigenous organization, other local governments, industry, or other levels of government).
- In cases where the total project cost exceeds the grant request, include in-kind or cash contributions to the project from the eligible applicant, community partners, or other grant funding.
- Demonstrate cost-effectiveness and be in general alignment with established CRI FireSmart cost benchmarks

Point values and weighting have been established within each of these scoring criteria. Only those applications that meet a minimum threshold point value will be considered for funding. The Evaluation Committee will consider the provincial and regional distribution of all proposed projects. Funding decisions will be made on a provincial priority basis.

All application materials will be shared with the Province of BC and the BC FireSmart Committee
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## **8. Grant Management & Applicant Responsibilities**

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Grants are awarded to eligible applicants only and, as such, the applicant is responsible for completion of the project as approved and for meeting reporting requirements.

Applicants are also responsible for proper fiscal management, including maintaining acceptable accounting records for the project. UBCM reserves the right to audit these records.

### **Notice of Funding Decision**

All applicants will receive written notice of funding decisions. Approved applicants will receive an Approval Agreement, which will include the terms and conditions of any grant that is awarded, and that is required to be signed and returned to UBCM.

Grants are paid at the completion of the project and only when the final report requirements have been met. However, to support economic recovery efforts, approved applicants may request an initial payment of no more than 25% of the approved grant after the Approval Agreement has been returned to UBCM.

Please note that in cases where revisions are required to an application, or an application has been approved in principle only, the applicant has 30 days from the date of the written notice of the status of the application to complete the application requirements. Applications that are not completed within 30 days may be closed.

### **Progress Payments**

Grants under the FireSmart Economic Recovery Fund program are paid at the completion of the project and only when the final report requirements have been met.

To request a progress payment, approved applicants are required to submit:

- Description of activities completed to date
- Description of funds expended to date
- Written rationale for receiving a progress payment

### **Changes to Approved Projects**

Approved grants are specific to the project as identified in the application, and grant funds are not transferable to other projects. Approval from the Evaluation Committee will be required for any significant variation from the approved project.

To propose changes to an approved project, approved applicants are required to submit:

- Revised application package, including updated, signed application form, updated budget and an updated resolution
- Written rationale for proposed changes to activities and/or expenditures

The revised application package will then be reviewed by the Evaluation Committee at the next scheduled meeting.

Applicants are responsible for any costs above the approved grant unless a revised application is submitted and approved prior to work being undertaken.

### **Extensions to Project End Date**

All approved activities are required to be completed within one year of approval. Under exceptional circumstances, an extension beyond this date may be requested in writing and is subject to approval by the Evaluation Committee.

## **9. Interim Reporting & Final Report Requirements & Process**

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Applicants with phased fuel management demonstration projects are required to submit an interim report before fuel management treatments commence. Refer to Appendix 4 for requirements

All funded activities must be completed within one year of notification of funding approval and the final report is due within 30 days of project completion.

Applicants are required to submit an electronic copy of the complete final report, including the following:

- Completed Final Report Form
- Financial summary
- Copies of any training or capacity building materials that were produced with grant funding.
- Optional: photos and/or media directly related to the funded project

### **Submission of Final Reports**

All final reports should be submitted to:

Local Government Program Services, Union of BC Municipalities

E-mail: [cri@ubcm.ca](mailto:cri@ubcm.ca)

Mail: 525 Government Street, Victoria, BC, V8V 0A8

All final report materials will be shared with the Province of BC and BC FireSmart Committee
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## 10. Additional Information

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For enquiries about the application process or general enquiries about the program, please contact:

Union of BC Municipalities  
525 Government Street  
Victoria, BC, V8V 0A8

E-mail: [cri@ubcm.ca](mailto:cri@ubcm.ca)

Phone: (250) 356-2947

## Appendix 1: Definitions

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**First Nations land:** First Nation reserve land, land owned by a Treaty First Nation (as defined by the *Interpretation Act*) within treaty settlement lands, or land under the authority of an Indigenous National Government.

**First Nations owned buildings:** Buildings owned by a Treaty First Nation (as defined by the *Interpretation Act*) within treaty settlement lands or buildings owned by a First Nation band.

**Local Government owned land:** Land owned by a municipality or regional district.

**Publicly owned buildings:** Buildings owned by a local government, eligible improvement district, or public institution (such as health authority or school district).

**Publicly, provincially, and First Nations owned critical infrastructure:** Assets owned by the Provincial government, local government, public institution (such as health authority or school district), First Nation or Treaty First Nation that are either:

- Identified in a Local Authority Emergency Plan Hazard, Risk & Vulnerability Analysis and/or Critical Infrastructure assessment and/or
- Essential to the health, safety, security or economic wellbeing of the community and the effective functioning of government (such as fire halls, emergency operations centres, radio repeaters, etc.).

**Vegetation management:** The general goal of vegetation management is to reduce the potential wildfire intensity and ember exposure to people, infrastructure, structures, and other values through manipulation of both the natural and cultivated vegetation that is within or adjacent to a community.

Vegetation management can be accomplished through two different activities:

1. **Residential scale FireSmart landscaping:** The removal, reduction, or conversion of flammable plants (such as landscaping for residential properties, parks and open spaces) in order to create more fire-resistant areas in FireSmart Non-combustible Zone and Priority Zones 1, 2 and 3. Refer to the FireSmart Guide to Landscaping.
2. **Fuel management treatments:** The manipulation or reduction of living or dead forest and grassland fuels to reduce the rate of spread and head fire intensity, and enhance likelihood of successful suppression, generally outside of FireSmart Non-combustible Zone and Priority Zones 1, 2 and 3. See Appendix 3 for more information.

**Vulnerable populations:** groups and communities that are at a higher risk for poor health as a result of the barriers they experience to social, economic, political and environmental resources, as well as limitations due to illness or disability

## Appendix 2: Eligible Activities for FireSmart Projects for Residential Areas and Farms and Ranches

All assessments of residential properties or homes are required to be completed on the [FireSmart Home Ignition Zone Assessment Score Card](#). This is a short assessment and should not take more than 2 to 3 hours to complete.

A secondary [FireSmart Home Ignition Zone Assessment Score Card](#) is required to be completed for all residential properties or homes for which mitigation activities are undertaken.

All assessments of farms and ranches are required to be completed on the [Farm/Ranch Wildfire Plan Workbook](#).

<b>Table 2: Eligible Activities for FireSmart Projects for Residential Areas and Farms and Ranches (labour costs only)</b>		
<b>Home or Structure</b>		
<b>1</b>	Roof Material Gutters Vents and Openings	<ul style="list-style-type: none"> <li>• Install UL/ASTM fire-rated roofing (metal, clay, asphalt shingles)</li> <li>• Install non-combustible gutters and/or gutter covers</li> <li>• Remove roof surface tree needles, debris or overhanging branches</li> <li>• Install closed eaves and/or non-combustible fire-rated vents or vents with 3 mm screening</li> </ul>
<b>2</b>	Building Exterior or Siding	<ul style="list-style-type: none"> <li>• Install ignition resistant (fibre cement board or log) or non-combustible (stucco, metal, brick/stone) exterior siding material</li> <li>• Repair gaps, cracks or holes where embers could lodge or penetrate</li> <li>• Provide 15 cm non-combustible vertical ground-to-siding clearance</li> </ul>
<b>3</b>	Windows & Doors	<ul style="list-style-type: none"> <li>• Install tempered glass in all doors and windows</li> <li>• Replace single pane window glass with multi pane / thermal window glass</li> <li>• Repair gaps in doors / garage doors where embers could accumulate or penetrate</li> </ul>
<b>4</b>	Balcony, deck, porch	<ul style="list-style-type: none"> <li>• Install non-combustible or fire-rated, solid (no gaps or cracks) deck surface and support construction</li> <li>• Close up open deck structures or remove all combustibles below deck</li> </ul>
<b>Yard / Non-Combustible Zone (0 to 1.5 metres from Home)</b>		
<b>5</b>	1.5 metres from furthest extent of home	<ul style="list-style-type: none"> <li>• Replace combustible surfaces with non-combustible surfaces</li> <li>• Remove combustible debris, materials, fences or plants</li> </ul>
<b>Yard / Zone 1 (1.5 to 10 metres from Home)</b>		
<b>6</b>	Adjacent Combustibles	<ul style="list-style-type: none"> <li>• Move woodpiles, building materials and all other combustibles into Zone 2 or enclose in an outbuilding that meets FireSmart guidelines</li> </ul>
<b>7</b>	Outbuildings not meeting FireSmart guidelines	<ul style="list-style-type: none"> <li>• Relocate outbuildings not meeting FireSmart guidelines more than 10 metres from home or upgrade outbuildings to meet FireSmart guidelines</li> </ul>
<b>8</b>	Trees	<ul style="list-style-type: none"> <li>• Replace (with deciduous) or remove coniferous (evergreen) species</li> </ul>

9	Surface vegetation and combustible materials	<ul style="list-style-type: none"> <li>• Cut and maintain grass to less than 10 cm or shorter</li> <li>• Replace flammable - continuous or tall growing plants with low flammability, low growing, discontinuous plants</li> <li>• Remove branches, logs and needles, leaves and debris accumulations</li> </ul>
<p><b>Yard / Zone 2 (10 to 30 metres from Home) and Zone 3 (30 to 100 metres from Home)</b>  <i>Note: Zone 3 should not be addressed until the building, Non-Combustible Zone, Zone 1 and Zone 2 have <b>first</b> been addressed. Consider seeking the guidance of a forest professional with wildland fire knowledge on appropriate management options for Zone 3.</i></p>		
10	Trees	<ul style="list-style-type: none"> <li>• Thin coniferous trees or replace with deciduous tree species</li> <li>• Remove conifer tree branches within 2 metres of the ground</li> </ul>
11	Surface Vegetation	<ul style="list-style-type: none"> <li>• Reduce surface vegetation – long grass and flammable shrubs</li> <li>• Reduce accumulations of branches, logs and debris</li> </ul>

### Appendix 3: Eligible Activities FireSmart Projects for Community Assets and Critical Infrastructure

All assessments for community assets or critical infrastructure are required to be completed on the [FireSmart Home Ignition Zone Assessment Score Card](#) or [FireSmart Critical Infrastructure Assessment Form](#). This is a relatively short assessment and should not take more than 4 to 8 hours.

A secondary [FireSmart Home Ignition Zone Assessment Score Card](#) or [FireSmart Critical Infrastructure Assessment Form](#) is required to be completed for all community assets or critical infrastructure for which mitigation activities are undertaken.

<b>Community Asset or Critical Building</b>		
<b>1</b>	Roof material and construction	<ul style="list-style-type: none"> <li>• Install class A UL/ASTM fire rated roof covering (e.g. Metal, rated hot lay, clay tile or asphalt shingles)</li> <li>• Remove unrated roof covering (including wood shakes and wood shingle roofs)</li> </ul>
<b>2</b>	Roof covering	<ul style="list-style-type: none"> <li>• Ensure there are no gaps, openings that expose combustible building components, or enclosed spaces where embers could accumulate, lodge, or penetrate</li> </ul>
<b>3</b>	Gutters (combustible or non- combustible)	<ul style="list-style-type: none"> <li>• Ensure there are non-combustible gutters, no exposed combustible fascia/roof covering above gutters (metal or aluminum), or no gutters</li> <li>• Remove combustible (plastic, vinyl, wood) and/or exposed combustible fascia/roof covering above gutter</li> </ul>
<b>4</b>	Cleanliness of roof and gutters	<ul style="list-style-type: none"> <li>• Remove all needles, leaves, or other combustible materials</li> </ul>
<b>5</b>	Eaves	<ul style="list-style-type: none"> <li>• Ensure all eaves are closed or no eaves/no gaps or holes/no unprotected areas to attic /interior of building, vents with 3 mm (1/8”) non- combustible screening, operational louvres and flaps/ASTM ember resistant rated vents.</li> </ul>
<b>6</b>	HVAC/active ventilation systems	<ul style="list-style-type: none"> <li>• Ensure all HVAC/active ventilation system with 24 hour onsite operator, or remote shut-down capability</li> </ul>
<b>7</b>	Exterior siding	<ul style="list-style-type: none"> <li>• Install ignition resistant (cement fibre board, log) or non-combustible (stucco, metals, concrete, brick/stone)</li> </ul>
		<ul style="list-style-type: none"> <li>• Ensure there are no gaps or cracks, missing siding, or holes</li> </ul>
<b>8</b>	Walls	<ul style="list-style-type: none"> <li>• Ensure there is no less than 15 centimetres non-combustible vertical ground-to-siding surface</li> </ul>
<b>9</b>	Fire resistant windows or doors (including large doors/garage doors)	<ul style="list-style-type: none"> <li>• Install tempered glass in all doors and windows and treated Non-combustible Zone and Priority Zone 1; no gaps in ANY doors, OR no windows</li> </ul>
<b>10</b>	Underside of the balcony, deck, porch,	<ul style="list-style-type: none"> <li>• Ensure balcony, deck, porch, or other building extensions/open foundations are sheathed in with fire resistant/non-combustible</li> </ul>

	other building extensions or open foundation	materials, or non-combustible siding, no gaps or cracks, OR open heavy timber, non-combustible or fire-rated construction OR non-combustible surface and no combustible debris under deck/extension AND treated Non-combustible Zone, Priority Zone 1 and Priority Zone 2 and slope set-back (if applicable)
11	Building set back from the edge of a slope	<ul style="list-style-type: none"> <li>Ensure the building is located on flat ground that extends to the full distance of Priority Zone 2</li> </ul>
<b>Critical Structures – Utility Poles, Communications Towers, Bridges, Pipeline Valve Stations</b>		
1	Valve station/substation/ Propane Tanks	<ul style="list-style-type: none"> <li>Ensure a non-combustible surface is continuous under all combustible infrastructure</li> </ul>
2	Utility line poles or critical component (weather stations, antennae masts, cellular towers)	<ul style="list-style-type: none"> <li>Ensure poles/ support structures are constructed of non-combustible material (metal or concrete)</li> </ul>
		<ul style="list-style-type: none"> <li>Ensure non-combustible or combustible poles or support structures are free of petroleum/ accelerant-based coatings, cracks and gaps where embers may accumulate, lodge, or penetrate and non-combustible surface is continuous under all combustible infrastructure</li> </ul>
3	Critical component	<ul style="list-style-type: none"> <li>Ensure critical components are not constructed of materials that are susceptible to damage from significant radiant or convective heat fluxes OR Critical components are constructed of materials that are susceptible to damage from significant radiant or convective heat fluxes and Non-combustible Zone and/or Priority Zone 1 and/or Priority Zone 2 are treated.</li> </ul>
		<ul style="list-style-type: none"> <li>Ensure critical components are not constructed of materials that are susceptible to damage from embers or OR Critical components are constructed of materials that are susceptible to damage from embers but are free any gaps, holes or areas where embers could accumulate, lodge, or penetrate.</li> </ul>
4	Bridge	<ul style="list-style-type: none"> <li>Ensure structure is constructed of non-combustible material (metal or concrete)</li> </ul>
		<ul style="list-style-type: none"> <li>Ensure combustible structure is free of cracks and gaps where embers may lodge</li> </ul>
<b>Non-Combustible Zone (0 to 1.5 metres)</b>		
1	1.5 metres from furthest extent of building or critical structure (includes overhangs, extensions and decks)	<ul style="list-style-type: none"> <li>Create non-combustible surface, no combustible debris, materials, fences or plants present</li> </ul>
<b>Zone 1 (1.5 to 10 metres)</b>		
1	Where flammable substances, or other combustible materials are stored (Vehicles, flammable liquids/	<ul style="list-style-type: none"> <li>Make sure there is more than 10 metres from the structure, or in an approved and ember resistant storage container</li> </ul>

	gases construction materials, debris etc.)	
2	Where unmitigated non-critical outbuildings are located (buildings that are not-mitigated to the same standards as the primary building or critical structure)	<ul style="list-style-type: none"> <li>• Make sure they are more than 15 metres from primary structure</li> </ul>
3	Type of forest that grows within 10 metres of the building, outbuilding or critical structures	<ul style="list-style-type: none"> <li>• Ensure no trees or healthy deciduous (i.e. poplar, aspen, birch)</li> </ul>
4	Surface vegetation and combustible materials that are within 10 metres of the building, outbuildings or critical structures	<ul style="list-style-type: none"> <li>• Ensure no vegetation; Well maintained lawn (15 centimetres; 6 inches or shorter); low flammability; low growing discontinuous plants with treated Non-combustible Zone (0-1.5 metres)</li> </ul>
<b>Zone 2 (10 to 30 metres)</b>		
1	Type of forest that grows within 10-30 metres of the building, outbuilding or critical structures	<ul style="list-style-type: none"> <li>• Ensure no trees or healthy deciduous (i.e. poplar, aspen, birch)</li> </ul>
2	Surface vegetation and combustible materials that are within 10-30 metres of the building, outbuildings or critical structures	<ul style="list-style-type: none"> <li>• Ensure none within 10 - 30 metres</li> </ul>
3	Low tree branches within 2 metres of the ground	<ul style="list-style-type: none"> <li>• Remove all within 10 – 30 metres</li> </ul>

## **Appendix 4 – Funding Requirements for Fuel Management Demonstration Projects**

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### **Fuel Management Demonstration Projects**

Fuel Management Demonstration Projects are small-scale projects in areas that are designed to:

- Demonstrate fuel management treatments and increase public awareness of fuel management
- Test methodologies and equipment prior to implementing large-scale operational fuel treatment projects
- Explore the economic and operational viability of different fuel treatment methodologies

A completed prescription is required for all demonstration projects, including all maps.

### **Prescriptions**

A Fuel Management Demonstration Project Prescription is a document that identifies the objectives and strategies to lower the wildfire hazard in an identified area. Prescriptions ensure that proposed treatments include clearly defined objectives for fuel management that will result in a measurable reduction in the wildfire risk to a value while meeting all legislated and non-statutory requirements. Updating prescriptions for maintenance treatments on previous demonstration projects is also eligible for funding.

Prescriptions that are part of phased projects (discussed below) or that have been funded outside of the CRI or SWPI program streams are required to undergo a technical review by the BCWS.

Maintenance treatments (generally for areas that have had fuel management demonstration projects in the last 5 to 15 years) are eligible for funding.

Eligible Fuel Management Demonstration Project Costs & Activities:

- Development of prescription
- Pre-treatment activities: activities required to obtain authorizations, danger tree assessments, notification to First Nations and stakeholders, and public engagement activities
- Treatments: pruning, thinning, tree falling, brushing, grazing, debris management (e.g. pile and burning) and/or reforestation
- Post-treatment activities: completion of post treatment data collection, signage, post treatment report and education and/or media related to the demonstration project
- Preparation of all final report requirements, including maps, spatial data and metadata, including a post treatment report

### **Phased Projects**

Applicants can apply for fuel management demonstration projects that include prescription and fuel management treatment for the same treatment unit(s) provided that sufficient detail on estimated treatment size and post-treatment outcomes are included. Under the FireSmart Economic Recovery Fund, this is considered a phased project and specific funding conditions will apply.

### **Interim Report Requirements for Phased Projects Only**

For projects that include prescription plan development and fuel management treatment for the same treatment unit(s) the following is required to be submitted to UBCM prior to starting the treatment:

- The completed signed/sealed prescription.
- For treatment on Crown land only, confirmation that First Nations information sharing has been completed.

In addition, in order to receive authorizations for the treatment, the land manager will require the completed prescription, as well as additional information, such as maps.

### Final Report Requirements

In addition to the required final report materials for the FireSmart Economic Recovery Fund, projects that include fuel management activities are required to submit the following.

<b>Table 4: Fuel Management Final Report Requirements</b>	
<b>Fuel Management Prescriptions</b>	<b>Fuel Management Demonstration Projects</b>
Copy of the fuel management prescription that is signed and sealed by a Registered Forest Professional including all ancillary assessments (e.g. terrain stability).	Post- treatment report with updated survey data collection as per direction in the prescription, summary of post treatments conditions and fire behaviour outcomes and relationship to prescription treatment objectives. A minimum of three pre and post-treatment pictures per treatment unit.
PDF maps	PDF map
	Spatial data for Provincial Crown land treatments is required to be entered into RESULTS and the Activity Treatment ID is required as evidence of a successful RESULTS entry. Please refer to the “RESULTS Information Submission Specifications: Government Funded Activities” document found in the “Submission Specifications Data Requirements” section.