**Community Resiliency Investment Program**

**2022 FireSmart Community Funding & Supports**

**Final Report Worksheet 1**

This worksheet is required to be completed for all applications.

The Final Report Form and Final Report Worksheet 1 are required to be completed for all funded projects.

All questions are required to be answered by typing directly in the worksheet. For detailed instructions regarding final report requirements, please refer to the 2022 FireSmart Community Funding & Supports Program & Application Guide or contact [cri@ubcm.ca](mailto:cri@ubcm.ca) or (250) 356-2947.

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| --- | --- |
| **SECTION 1: Applicant Information** | **CRI-** *(for administrative use only)* |
| Name of Local Government or First Nation: | Name of Project: |
| For Regional District applications only  Name of Electoral Area: |  |

**SECTION 2: Completed Activities and Actual Costs**

In Section 2 below, provide a description of the completed activities, actual cost calculations and total expenditures, outcomes and performance measures for each eligible activity that was undertaken. To qualify for funding, all activities must be included in the approved application and as identified in Table 1 of Section 6 of the Program & Application Guide.

**1. Education – Required for All Applications**

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| **Description of Completed Activities** | **Total Actual Expenditure & Detailed Cost Calculation** | **Outcomes** | **Performance Measures** |
| A. Update signage, social media, applicant websites and/or newsletters, and community education materials or displays | | | |
| Description:  Electronic samples of education materials are attached | *Provide actual incremental staff hours and wages and/or cost from vendor, including cost calculation* |  |  |
| B. Organize and host public information meetings | | | |
| Description: | *Provide actual incremental staff hours and wages and/or contract cost, plus event costs.* |  |  |
| C. Promote/distribute FireSmart educational materials and resources | | | |
| Description: |  |  |  |
| D. Wildfire Community Preparedness Day | | | |
| Description: | *Provide actual incremental staff hours and wages and/or contract cost, plus event costs.* |  |  |
| E. FireSmart day, events and workshops, and wildfire season open houses | | | |
| Description: | *Provide actual incremental staff hours and wages and/or contract cost, plus event costs.* |  |  |
| F. FireSmart Canada Neighbourhood Recognition | | | |
| Description: | Form and/or support a FireSmart Committee:  Conduct a Site Visit:  Undertake Neighbourhood Wildfire Hazard Assessments: include in Section 8 below  Develop a [FireSmart Neighbourhood Plan](https://firesmartbc.ca/wp-content/uploads/2021/01/FSC_NRP_FNP-Form-final.pdf): Include in Section 8 below.  Implement FireSmart Event:  Submit application for recognition:  Total cost: $ |  |  |
| G. Other actual activities for Category 1 (including administrative costs) | | | |
| Description: |  |  |  |
| FUNDING REQUEST SUBTOTAL | $ |  |  |

**2. Community Planning**

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| **Description of Completed Activities** | **Total Actual Expenditure & Detailed Cost Calculation** | **Outcomes** | **Performance Measures** |
| A. Develop a CWRP | | | |
| Description  Electronic copy of final CWRP is attached (draft versions will not be accepted). Refer to Appendix 7 for map and spatial data requirements. | *Provide actual incremental staff hours and wages and/or contract cost.* |  |  |
| B. Amend an existing plan (i.e. CWRP/CWPP) | | | |
| Description  Electronic copy of final CWPP Update is attached (draft versions will not be accepted). Refer to Appendix 7 for map and spatial data requirements. | *Provide actual incremental staff hours and wages and/or contract cost* |  |  |
| C. Develop policies/practices for FireSmart First Nations land or publicly owned land | | | |
| Description:  Electronic copy/excerpt of new or updated policy is attached | *Provide actual incremental staff hours and wages and/or contract cost* |  |  |
| D. Develop policies/practices for FireSmart First Nations owned buildings and publicly owned buildings | | | |
| Description:  Electronic copy/excerpt of new or updated policy is attached | *Provide actual incremental staff hours and wages and/or contract cost* |  |  |
| E. Complete FireSmart Home Ignition Zone Assessment Score Card or FireSmart Critical Infrastructure Assessment for First Nation and/or publicly owned buildings | | | |
| Description of CI that were assessed:  All completed assessments are attached | Number of structures assessed:  Total activity cost: $  Cost per structure: $ |  |  |
| F. Other proposed activities for Category 2 (including administrative costs) | | | |
| Description: |  |  |  |
| FUNDING REQUEST SUBTOTAL | $ |  |  |

**3. Development Considerations**

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| **Description of Completed Activities** | **Total Actual Expenditure & Detailed Cost Calculation** | **Outcomes** | **Performance Measures** |
| A. Amend OCPs, Comprehensive Community Plans and/or bylaws | | | |
| Description:  Electronic copy/excerpt of new or updated policy or plan is attached | *Provide actual incremental staff hours and wages and/or contract cost* |  |  |
| B. Revise landscaping requirements | | | |
| Description:  Electronic copy/excerpt of new or updated policy or plan is attached | *Provide actual incremental staff hours and wages and/or contract cost* |  |  |
| C. Establish Development Permit Areas for Wildfire Hazard | | | |
| Description:  Electronic copy/excerpt of new or updated policy or plan is attached | *Provide estimated incremental staff hours and wages and/or contract cost estimate* |  |  |
| D. Include wildfire prevention and suppression considerations in the design of subdivisions | | | |
| Description:  Electronic copy/excerpt of new or updated policy or plan is attached | *Provide actual incremental staff hours and wages and/or contract cost* |  |  |
| E. Amend referral processes for new developments to ensure multiple departments are included | | | |
| Description:  Electronic copy/excerpt of new or updated policy or plan is attached | *Provide actual incremental staff hours and wages and/or contract cost* |  |  |
| F. Other proposed activities for Category 3 (including administrative costs) | | | |
| Description: |  |  |  |
| FUNDING REQUEST SUBTOTAL | $ |  |  |

**4. Interagency Co-operation**

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| --- | --- | --- | --- |
| **Description of Completed Activities** | **Total Actual Expenditure & Detailed Cost Calculation** | **Outcomes** | **Performance Measures** |
| A. Community FireSmart Resiliency Committees | | | |
| Description, including list of participating agencies:  Terms of Reference is attached | *Provide actual incremental staff hours and wages and/or contract cost.* |  |  |
| B. Multi-agency fire and/or fuel management tables | | | |
| Description, including list of participating agencies:  Terms of Reference is attached | *Provide actual incremental staff hours and wages and/or contract cost.* |  |  |
| C. Indigenous cultural safety and cultural humility training | | | |
| Description: | Total cost:  Number of students:  Cost per student: |  |  |
| D. 2022 FireSmart BC Conference | | | |
| Description: | Total cost:  Number of attendees:  Cost per attendee: |  |  |
| E. Other proposed activities for Category 4 (including administrative costs) | | | |
| Description: |  |  |  |
| FUNDING REQUEST SUBTOTAL | $ |  |  |

**5. Emergency Planning**

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| **Description of Completed Activities** | **Total Actual Expenditure & Detailed Cost Calculation** | **Outcomes** | **Performance Measures** |
| A. Cross-jurisdictional meetings and tabletop exercises, including seasonal wildfire readiness meetings | | | |
| Description, including list of participating agencies: | *Provide actual incremental staff hours and wages and/or contract cost.* |  |  |
| B. Assess community water delivery ability as required for suppression activities, limited to current water system evaluation and available flow analysis | | | |
| Description:  Electronic copy/excerpt of new or updated assessment is attached | *Provide actual incremental staff hours and wages and/or contract cost* |  |  |
| C. Assess structure protection inventory | | | |
| Description:  Electronic copy/excerpt of new or updated inventory is attached | *Provide actual incremental staff hours and wages and/or contract cost* |  |  |
| D. Community emergency preparedness events focused on wildfire | | | |
| Description: | *Provide actual incremental staff hours and wages and/or contract cost, plus event costs* |  |  |
| E. Other proposed activities for Category 5 (including administrative costs) | | | |
| Description: |  |  |  |
| FUNDING REQUEST SUBTOTAL | $ |  |  |

**6. FireSmart Training & Cross Training**

For all virtual courses, eligible costs include: course fee (if any), required course materials, and travel (including accommodations and per diems) only if required for internet connection or access too necessary technology.

For all in-person courses, eligible costs include: course fee, required course materials, and travel (including accommodations and per diems)

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| **Description of Completed Activities** | **Total Actual Expenditure & Detailed Cost Calculation** | **Outcomes** | **Performance Measures** |
| A. Local FireSmart Representative (LFR) Training | | | |
| Description: | Total cost:  Number of students:  Cost per student: |  |  |
| B. Support LFR training to qualify as facilitators | | | |
| Description: | Travel: |  |  |
| C. Home Partners Program – Wildfire Mitigation Specialist training | | | |
| Description: | Total cost:  Number of students:  Cost per student: |  |  |
| D. Support local government or First Nation staff that have completed Wildfire Mitigation Specialist training to qualify as facilitators | | | |
| Description: | Travel: |  |  |
| E. Cross-train fire department members | | | |
| SPP-WFF1 Wildland Firefighter Level 1  Description: | Total cost:  Number of FD members:  Cost per FD member: |  |  |
| S-100 Basic fire suppression and safety  Description: | Total cost:  Number of FD members:  Cost per FD member: |  |  |
| S-185 Fire entrapment avoidance and safety  Description: | Total cost:  Number of FD members:  Cost per FD member: |  |  |
| S-231 Engine Boss  Description: | Total cost:  Number of FD members:  Cost per FD member: |  |  |
| ICS-100 (volunteer FD only):  Description: | Total cost:  Number of FD members:  Cost per FD member: |  |  |
| F. Cross-train emergency management personnel | | | |
| ICS-100:  Description: | Total cost:  Number of students:  Cost per student: |  |  |
| WRR Basics: | Total cost:  Number of students:  Cost per student: |  |  |
| E. Other proposed activities for Category 6 (including administrative costs) | | | |
| Description: |  |  |  |
| **FUNDING REQUEST SUBTOTAL** | $ |  |  |

**7. FireSmart Projects for Critical Infrastructure**

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| **Description of Completed Activities** | **Total Actual Expenditure & Detailed Cost Calculation** | **Outcomes** | **Performance Measures** |
| A. Completion of recommended mitigation activities identified in the completed assessment, limited to labour and material costs required to complete activities | | | |
| Description: | *Provide actual incremental staff hours and wages and/or contract cost* |  |  |
| B. Completion of FireSmart Home Ignition Zone Assessment Score Card or FireSmart Critical Infrastructure Assessment after mitigation work is complete (required) | | | |
| Description:  All assessments are attached | Number of structures assessed:  Total activity cost: $  Cost per structure: $ |  |  |
| C. Other proposed activities for Category 7 (including administrative costs) | | | |
| Description: |  |  |  |
| FUNDING REQUEST SUBTOTAL | $ |  |  |

**8. FireSmart Activities for Residential Areas**

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| **Description of Completed Activities** | **Total Actual Expenditure & Detailed Cost Calculation** | **Outcomes** | **Performance Measures** |
| A. Residential Assessments & Rebate Program. Refer to Appendix 5 for requirements for funding this activity. | | | |
| FireSmart Home Ignition Zone Assessments  Description:  HIZ: summary report of all completed assessments and representative sample of completed assessments **with all personal information removed** is attached | Number of structures assessed:  Total activity cost: $  Cost per structure: $ |  |  |
| Offer local rebate programs  Description:  List of addresses receiving rebates and rebate amounts is attached | Rebates (including number completed and cost):  Coordination:  *Provide actual incremental staff hours and wages and/or contract cost* |  |  |
| B. FireSmart Canada Neighbourhood Recognition. Refer to Appendix 3 for requirements for funding this activity | | | |
| Neighbourhood Wildfire Hazard Assessments  Description:  Completed assessment is attached | *Provide actual incremental staff hours and wages and/or contract cost* |  |  |
| FireSmart Neighbourhood Plans.  Description:  Completed plan is attached | *Provide actual incremental staff hours and wages and/or contract cost* |  |  |
| C. Conduct Home Partners Program wildfire mitigation assessment for individual residential properties or homes. Refer to Appendix 3 for requirements for funding this activity | | | |
| Home Partners Program Wildfire Mitigation Assessments  Description:  Summary Report and representative sample of completed assessments **with all personal information removed** is attached | Number of structures assessed:  Total activity cost: $  Cost per structure: $ |  |  |
| D. Provide off-site debris disposal | | | |
| Description: | *Provide actual incremental staff hours and wages and/or contract cost* |  |  |
| E. Other proposed activities for Category 8 (including administrative costs) | | | |
| Description: |  |  |  |
| FUNDING REQUEST SUBTOTAL | $ |  |  |

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| **TOTAL FUNDING REQUEST FOR WORKSHEET 1** | $ |  |  |

*Please ensure that the total funding request for FireSmart activities provided here matches the information provided in Question 3 on the Final Report Form.*